



SHAWNEE COUNTY
PARKS AND RECREATION

Shawnee County Parks and Recreation Master Plan

July 2014



ACKNOWLEDGEMENTS

SHAWNEE COUNTY PARKS & RECREATION ADVISORY BOARD

Brian Austin, Secretary
Howard Blackmon
JR Campbell
Dana Cole
Dave Jackson
Dwane Kratochvil
Danielle Kruse Thoele
Jim Ogle, Chair
Brett Oetting, Vice-Chair
LJ Polly
Richard Price
Doug Reynolds
Kevin Rooney
Cassandra Taylor
Martin Weishaar

BOARD OF COUNTY COMMISSIONERS, SHAWNEE COUNTY, KANSAS

Robert E. Archer, Chair
Michele A. Buhler Commission Member
Kevin J. Cook, Vice Chair

SHAWNEE COUNTY PARKS AND RECREATION ADMINISTRATIVE TEAM

John E. Knight, Director of Parks & Recreation
Randy Luebbe, Recreation Director
Terry Bertels, Park Director
Kerry Golden, Golf Director
Mike Cope, Park Police Chief
Linda Kelly, Executive Assistant
Gloria Cortez-Leonard, Administrative Assistant

SHAWNEE COUNTY PARKS AND RECREATION FOUNDATION

Cheryl Logan, At-Large
Jim Ogle, Chair
Dr. Martin Stessman, Vice-Chair
John Wall, At-Large
Sandi Wilbur, Secretary

CONSULTING TEAM

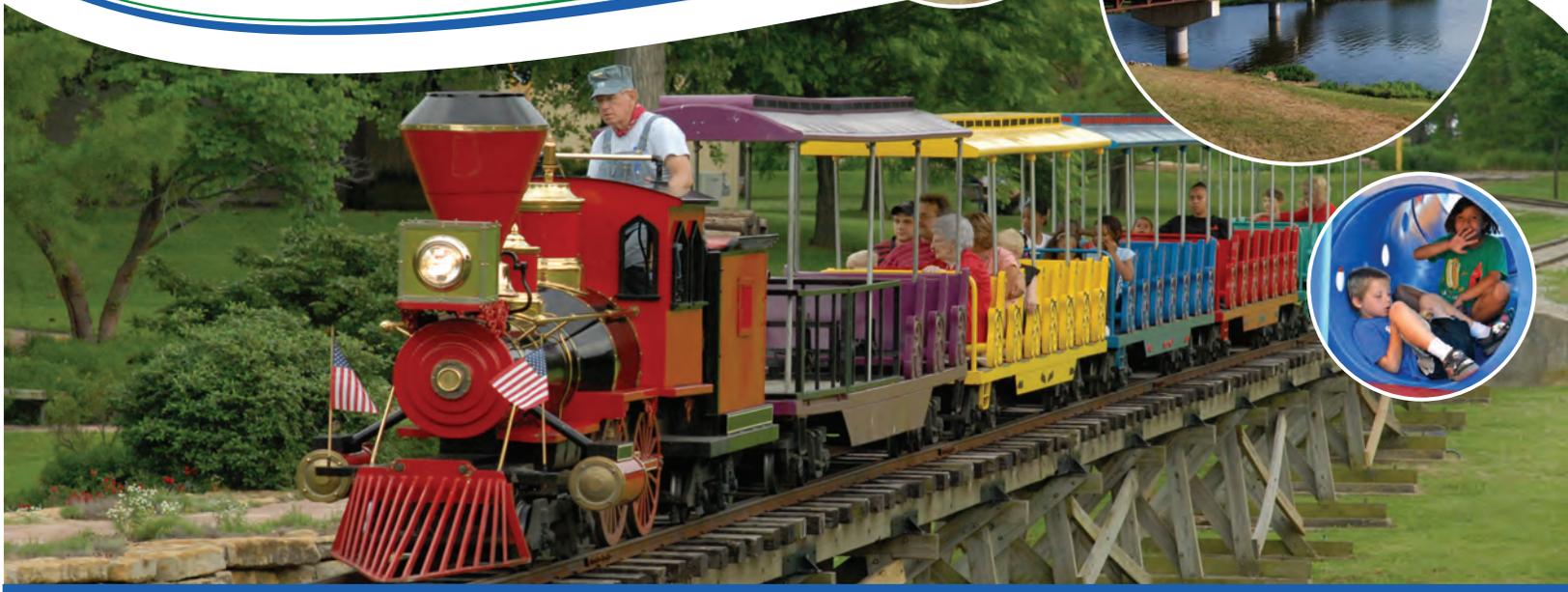
PROS Consulting
Confluence
Treanor Architects
ETC Institute

TABLE OF CONTENTS

CHAPTER ONE - EXECUTIVE SUMMARY	1
1.1 INTRODUCTION	1
1.2 PURPOSE OF THE MASTER PLAN	2
1.3 PROJECT PROCESS	2
1.4 CONCLUSION	10
CHAPTER TWO - COMMUNITY INPUT	11
2.1 KEY LEADERSHIP AND FOCUS GROUP SUMMARY	11
2.2 PUBLIC FORUM	15
2.3 STATISTICALLY VALID COMMUNITY SURVEY	19
CHAPTER THREE - COMMUNITY NEEDS ASSESSMENT	35
3.1 DEMOGRAPHIC AND TRENDS ANALYSIS	35
3.2 BENCHMARK ASSESSMENT	52
CHAPTER FOUR - RECREATION PROGRAM ANALYSIS	64
4.1 RECREATION PROGRAM OVERVIEW	65
4.2 DEPARTMENT PRIORITIES AND CORE PROGRAMS	68
4.3 LIFECYCLE ANALYSIS	69
4.4 RECREATION PROGRAM FINANCIAL ASSESSMENT	70
4.5 PROGRAM STANDARDS AND PERFORMANCE MANAGEMENT	72
4.6 VOLUNTEERS AND PARTNERSHIPS	74
4.7 MARKETING AND PROMOTION	77
4.8 SUMMARY OF RECOMMENDATIONS	78
CHAPTER FIVE - PARK AND FACILITY ANALYSIS	81
5.1 PARK ASSESSMENTS	81
5.2 SUMMARY OF PARK ASSESSMENTS	82
5.3 PARK CLASSIFICATIONS & LEVEL OF SERVICE STANDARDS	84
5.4 PRIORITY RANKINGS	93
5.5 FACILITY SITE ASSESSMENTS	96
5.6 CAPITAL IMPROVEMENT PLAN	97
CHAPTER SIX - OPERATIONAL AND FINANCIAL PLAN	104
6.1 OPERATIONAL AND MAINTENANCE REVIEW	104
6.2 FUNDING AND REVENUE STRATEGIES	117
CHAPTER SEVEN - VISION, MISSION, AND IMPLEMENTATION PLAN	123
7.1 VISION	123
7.2 MISSION	123
7.3 COMMUNITY VISION FOR LAND	124
7.4 COMMUNITY VISION FOR FACILITIES	125
7.5 COMMUNITY VISION FOR PROGRAMMING	126
7.6 COMMUNITY VISION FOR OPERATIONS AND STAFFING	127
7.7 COMMUNITY VISION FOR FINANCING	128
CHAPTER EIGHT - CONCLUSION	129
APPENDIX A – SHAWNEE COUNTY IMPLEMENTATION PLAN MATRIX	
APPENDIX B – SHAWNEE COUNTY PARK SITE ASSESMENTS	
APPENDIX C – SHAWNEE COUNTY FACILITY SITE ASSESSMENTS	

CHAPTER ONE

Executive Summary



1.1 INTRODUCTION

Shawnee County Parks and Recreation Department is a combined city and county park system that was developed to service the needs of the City of Topeka and Shawnee County residents in 2012. The department had not prepared a Master Plan to guide the combined departments prior to its merger. The guiding principles and objectives that developed this Master Plan are as follows:

- Sustainably grow the best practices and quality services of the department.
- Serve the relevant park and recreational needs of existing City of Topeka and Shawnee County residents who help support the Shawnee County Parks and Recreation Department in meeting those needs.
- Further position the county as a regional and statewide destination, while protecting the accessibility of city and county facilities for residents.
- Support the county to qualify for enhanced partnerships and funding opportunities in both the public and private sectors.
- Leave a positive legacy for current and future generations of Shawnee County.

The department maintains an extensive park system of over 2,625 acres of parkland, 43 miles of trails, numerous sports fields, recreation centers and pools, and programs for people of all ages that serve well over a million visitors a year.

Parks and recreation in Shawnee County is considered by residents to be a central component of the quality of life of residents and overall vitality of the community. The recreation programs are highly popular for residents and nonresidents of the county.

1.2 PURPOSE OF THE MASTER PLAN

The purpose of the Shawnee County Parks and Recreation Master Plan is to serve as a planning document to guide the county leaders and staff for the next 5 to 10 years. The results of which will aid the county with guidance toward where and how to deliver parks, recreation facilities, and programs to meet public expectations and needs. It is a document that clearly states key issues that need to be addressed along with key recommendations on how to address those issues.

1.3 PROJECT PROCESS

The foundation of the Master Plan was the use of a creative and comprehensive public participation process. It was important to engage community members who enjoy participating in the planning process and encourage participation among those members that typically do not contribute. Public input engaged residents through a variety of community processes that included stakeholder interviews, focus group meetings, public forums, and a citywide citizen survey. The information received from these community processes was applied to overall planning and content of this Master Plan. This is critical when articulating accurately the true unmet needs, addressing key issues, providing recommendations for change, and strategizing to move the department forward for optimum results.

The process of developing the **Shawnee County Parks and Recreation Master Plan** followed a logical planning path as described below.



The Community Values Model™ was utilized as the foundation of the Shawnee County Parks and Recreation Master Plan. The Community Values Model™ is an innovative process to utilize comprehensive public input and insight in a meaningful way. Input, guidance, and values from key community leaders, stakeholders, and the general public aid in the creation of the overall guiding principles and values of the community related to the delivery of parks, recreation facilities, and program services. The Community Values Model™ is then used as the basis for developing or reaffirming the vision, mission, and strategic objectives for the Master Plan. The strategic objectives address six unique areas of parks and recreation planning including:

Community / Mandates / Priorities	Standards	Levels of Services	Financial / Revenue	Partnerships	Governance / Organization
Health and Wellness	Land and Open Space	Levels of Service Delivery	Funding Mechanisms to Support Operations & Capital	Public / Public	Design / Align Organization to Support Vision and Values to Community
Principles of Community	Facilities	Core Services		Public / Not-for-Profit	
Mandatory Elements for Facilities, Programs & Services	Programs	Role in Delivery vs. Other Service Providers		Public / Private	
	Maintenance				

1.3.1 VISION

Based on results of the community input process generated through the use of the Community Values Model, the following vision was developed. The vision communicates how the department wishes to be viewed and known with key leaders of the county and the residents of the community.

“Shawnee County Parks and Recreation in partnership with the citizens of Topeka and Shawnee County will develop and manage accessible, walkable parks, recreation facilities and programs through a collaborative leadership process that provides a long-term perspective for how parks and recreation will impact the livability and economic value of living in the city and county.”

1.3.2 MISSION

The following is the mission for how the Shawnee County Parks and Recreation Department will implement the vision:

“Shawnee County Parks and Recreation is an essential service established to improve quality of life for all residents of the county by proactively responding to changing demographics, emerging trends while maximizing all available resources in providing quality parks, recreation facilities and programs that enhance the residents health, promotes economic vitality and long term sustainability now and for future generations.”

1.3.3 COMMUNITY VISION FOR LAND

“Our vision for parklands is to make all parks a place of civic pride that results in high productive and positive passive and active use that supports healthy and active lifestyles for people of all ages.”

GOAL

Maintain a high quality, diverse, and balanced park and open space system through productive trails, neighborhood, community, and regional parks for all residents to enjoy in each quadrant of the county.

STRATEGIES FOR LAND

- In existing parks, upgrade aging park amenities, add new improvements, and provide quality maintenance based on community expectations, departmental maintenance standards, budget parameters, and available park capital improvement funding.
- Where possible, connect trail systems to community and regional parks to support a network of trails throughout the county. Establish a goal of 150 miles of trails.
- Create a balance of park types in each quadrant of the county.
- As one strategy to redevelop the Topeka downtown area, create a river park and connect the park to a river trail system to Gage Park. Implement the River Park Plan developed for the city as part of the Park Master Plan.
- Update Dornwood Park Master Plan.
- Develop uniform maintenance standards and staffing levels to support those standards.
- Update the Parks Master Plan for Gage Park to include the Master Plan developed for the Zoo and Discovery Center. Incorporate the diversity of uses and the addition of attractions to improve productivity.
- Complete Master Plan for Lake Shawnee that incorporates the addition of attractions to improve a diversity of opportunity and productivity of use.
- Evaluate existing park inventory to determine appropriateness of each parcel to meeting the vision of the department.
- Identify and acquire land to preserve and enhance access to natural resources, open spaces, and outdoor recreation.

1.3.4 COMMUNITY VISION FOR FACILITIES

“Our vision for recreation facilities is to provide indoor and outdoor spaces for people of all ages to enjoy directed and self-directed activities that can build social, fitness, aquatics and sports skills in a safe environment.”

GOAL

Update existing indoor and outdoor recreation facilities and add new facilities in underserved areas of the county to provide a balance of recreation opportunities for all residents of the county.

STRATEGIES FOR FACILITIES

- Develop a facility update and improvement plan for the existing recreation centers based on specific themes to include health and wellness, active adults, youth services, arts, adaptive recreation, music, after school programs, and youth sports.
- Develop a multigenerational center in Southwest area that will include the addition of an indoor or outdoor aquatic park to replace Crestview Pool.
- Consider adding amenities in parks to make them more inviting to residents. These amenities need not require a high level of staff costs to operate. Considerations include splash pads, regional playgrounds, disc golf, bag courts, mountain bike areas, and fishing ponds.
- Improve the Lake Shawnee Golf Course clubhouse and infrastructure to support larger outings. Design interactions with trail components and future road and street development.
- Theme the Forbes Golf Course as a golf course for 50+ players, beginners, and families as the place to learn to play golf. Develop realistic financial expectations for the course.
- Update the Lake Shawnee Campground amenities as part of 1.8, to provide higher quality experience as opposed to maximum quantity experience.
- Add amenities that young professionals want in their community that include dog parks, a downtown special event venue, an adventure sports facility, hockey/ice sports facility, sports field house, and a fresh food market.
- Consider adding amenities in parks that attract residents to make a park more inviting but does not require a high level of staff costs to operate such as splash pads, regional playgrounds, disc golf, bag courts, mountain bike area, and fishing ponds.
- Update all parks and recreation facilities to be ADA compliant to improve access opportunities for people of all ages.
- Consider improving Family Park to Regional Park Standards. Improve/re-brand existing golf course to drive additional business. Develop unimproved areas adjacent to the course. Develop and implement a preventative maintenance program and procedures to prolong the life of facilities, equipment, and other assets.

1.3.5 COMMUNITY VISION FOR PROGRAMMING

“Our vision for programming is to reach out to people of all ages to encourage them to experience parks and recreation facilities through well designed programs that create a lifetime of memories.”

GOAL

Continue to keep existing core programs of preschool-age programs, athletics for youth and adults, youth and adult life skill programs, camps, wellness and fitness programs, senior programs, aquatic programs and special events, and include new core programs in outdoor adventure, adaptive recreation, senior services, and health and wellness.

STRATEGIES FOR PROGRAMMING

- Develop improved partnership agreements with City of Topeka, schools, libraries, and rural cities in the county. Supporting programs together using each other's facilities. Focus on more education and life skill programs for youth and adults.
- Update a marketing strategy for program services to increase resident awareness and inspire them to use Shawnee County Parks as their "first choice" agency for programs for their family.
- Develop a youth sports association to help support greater equity in the use of sports facilities and coordination of how youth sports are managed in the county.
- Grow more programs in golf, arts, adaptive programs, tennis, youth fitness, seniors, archery, outdoor adventure, aquatics, and sports that have reduced participation over the years.
- Develop a cost of service process to determine direct and indirect cost of providing services to the community. Establish a consistent format to determine existing cost recovery levels and new cost recovery targets for each core service.
- Develop performance measures for all programs to include program standards met, cost recovery goals met, percent of the market controlled, retention of users, customer satisfaction levels met, productivity of facilities, programs offered versus programs held based on minimums made, partnership equity levels met, earned income dollars met, and volunteer hours goal met.
- Allow programs to drive the design of facilities, to energize them, and to generate income to offset operational costs.
- Look for ways to operate in a more efficient manner when developing programs.
- Establish security presence for all programs to ensure the safety of all participants and visitors.



1.3.6 COMMUNITY VISION FOR OPERATIONS AND STAFFING

“Our vision for operations and staffing is to ensure the proper level of care for managing the system is in place for the safety of the patrons and visitors to the parks and recreation facilities.”

GOAL

Determine the right staffing levels based on the right person for the right job with the right skill set for the right pay to achieve the right outcome.

STRATEGIES FOR OPERATIONS AND STAFFING

- Develop a staff to frequency level of maintenance care for park-related maintenance.
- Develop a staffing plan for recreation services based on how much of the market the county controls for each core program and the cost recovery goal desired.
- Develop a partnership plan for inviting in partners to help manage facilities and programs where appropriate to keep costs down.
- Develop a new Business Development office for the department that can focus on business development, grants, working with the parks foundations, development of a conservancy for Gage Park and Lake Shawnee, sponsorships, business plans, and cost of service assessments.
- Update the department’s organizational structure based on the loss of 20% of the work force over the last year, 37.5% over the past five years, and 10% reduction to support departments of the county.
- Consider managed competition for services that are not as cost effective as they could be.
- Develop updated performance measures to help the department move from an effort-based culture to an outcome-based culture.
- Determine the role parks and recreation plays in transportation control functions within the city and county as it applies to on-street trails, complete streets, and off-road trails in how these amenities get developed and maintained.
- Support other planning projects being developed by the City of Topeka for the development of the river, downtown development, neighborhood improvement plans, complete streets and bike systems.
- Consider the development of a “Citizen” Advisory/Advocate Board to replace the existing Advisory Board, which was designed for protection of former city assets and programs.
- Develop a Volunteer Coordinator services to assist in multiple department functions.
- Monitor and ensure customer satisfaction on the quality of services provided in programs, facilities, and shelters.
- Develop an equipment replacement schedule.
- Develop a marketing plan to create community awareness and appreciation for the value of parks and recreation services.
- Create unique brand identity for recreation centers based on core programs.
- Reinforce the department’s commitment to public safety at parks and facilities through Park Police visibility and public interaction.
- Maintain natural resources and native areas through enforcement of park codes, state fish, hunting and wildlife laws.
- Provide Park Police officers with knowledge of facilities, parks, park codes, and scheduled activities and events to better provide satisfaction to visitors and patrons.
- Market the available facilities and provide a first-rate experience for campground patrons and visitors.

1.3.7 COMMUNITY VISION FOR FINANCING

“Our vision for financing the department is to seek adequate funding to meet the community’s expectations for providing adequate parks, recreation facilities and program services that makes the county a desirable place to live, work, and visit.”

GOAL

Seek a balance between tax-dollar support and earned-income support that meets the expectations of the community in the delivery of parks, recreation facilities, and programs and keeps the department financially sustainable and protects its assets for years to come.

STRATEGIES FOR FINANCING

- Determine with the County Commissioners an acceptable amount of tax-dollar support to maintain a city/county system of parks, recreation facilities, and some program services.
- Seek support every 10 years for Quality of Life bond program to take care of what the department is required to manage and to meet the desires of the community to keep Shawnee County a desirable place to live, work, and visit.
- Determine the role of the Parks Foundation and a Conservancy in the development of parks.
- Consider the development of a Special District to support county parks and recreation services. The funds generated from the special district would reduce the losses that are projected (five million dollars over the next four years) and encourage the Shawnee County Parks and Recreation Department to exist without the need for the City of Topeka tax funds.
- Develop a dedicated capital improvement program for the department and seek several funding sources to help support it.
- Develop business plans for each revenue producing facility in the system to include recreation centers, aquatic centers, sports complexes, golf courses, Gage and Lake Shawnee Regional Parks, and campgrounds.
- Implement three new department-funding sources a year to help offset operational costs.
- Develop a pricing plan and policy designed to help offset operational costs and capital costs.
- Develop Earned Income Policy.

1.3.8 OTHER KEY RECOMMENDATIONS

PROGRAM PORTFOLIO MANAGEMENT

- Consider expanding program offerings to meet the desires expressed by the public, including providing more programs for seniors and those with disabilities. This also aligns with the demographic trend of an aging population in Shawnee County.
- Continue to provide youth sports and after-school programs, as well as summer camps, as these are highly valued and match recreation participation trends in the community.
- Increase program offerings in West and Southwest areas of the county.
- As the riverfront is developed, consider program opportunities, particularly related to educational programming or special events that may assist with tourism goals.
- Designate core program areas, as specified earlier in this assessment.

PROGRAM LIFECYCLE MANAGEMENT

- Strive to keep about 40-50% of all recreation programs in the introductory or take-off lifecycle stages, and about 40-50% in the mature stage.
- Programs falling into the saturation or decline stage should be reprogrammed or retired to create new programs for the introductory stage.

COST RECOVERY, PRICING, AND FINANCIAL MANAGEMENT

- Use programmatic areas, rather than geography (as many of the recreation subdivisions do), as the basis for cost recovery goals. The core programs identified in this recreation program assessment need to serve as an effective breakdown, because they group programs with similar cost recovery goals.
- Cost recovery targets need to be identified for each program area, at the least, and for specific programs or events at the most. Currently, there appears to be an “all or nothing” approach, where about half of the programs seek to fully recover costs and the other half have no clear target.
- Classify programs as core essential, important, and value-added and apply true cost of service pricing to each program area before applying additional cost recovery goals.
- Use the spectrum of public-to-private benefit to inform cost recovery targets and pricing strategies. The department will likely subsidize programs providing public benefits.
- Non-core programs, which are less critical to and are not central to the agency mission, must aim to yield a higher cost recovery rate to sustain themselves, leaving the limited tax-based appropriations to fund core programs.
- Full cost of accounting that accurately calculates direct and indirect costs need to be used to develop prices and cost recovery goals. Department staff must be trained on this process.
- Programs, and their associated prices, provided by competitors and other providers need to be benchmarked annually to monitor changes they are making and how they compare with the department’s programs.
- Very brief business plans are to be developed for each program area, particularly the core program areas. They will help monitor the success of achieving outcomes, help control cost recovery, guide operational adjustments, and serve as budget development tools.

PERFORMANCE MANAGEMENT

- Implement consistent system-wide recreation program standards.
- Conduct an annual review process so that staff and leadership can review policies, operations, issues, and plans for the future.
- Begin documenting the program development process to formalize and coordinate program lifecycles in a strategic way.
- Develop an instructor/contractor toolkit or resource package with critical information and information on strategic frameworks.
- Create ongoing connections with part-time and seasonal staff to integrate them to the Department and to help manage satisfaction and performance.
- Identify customer requirements for core program areas (at least) and use them for performance management.
- Conduct an environmental scan of best practices every few years to inspire innovation and help make corrections to program operations.
- Implement a system-wide and centralized approach for collecting customer feedback.
- Develop and implement quality control mechanisms for instructors and contractors to ensure effectiveness and build credibility.

VOLUNTEER MANAGEMENT

- Foster a system-wide approach to volunteer recruitment and management, including coordinated and standardized position descriptions and application/acceptance requirements.
- Develop a tracking system to quantify the number of volunteer hours according to program area and specific function, and document cost savings in more detailed ways.
- Develop documented volunteer recruitment, retention, and recognition systems.
- Involve volunteers in cross training to expose them to various departmental functions and increase their skill. This can also increase their utility, allowing for more flexibility in making work assignments, and can increase their appreciation and understanding of the department.

PARTNERSHIP MANAGEMENT

- Formalize and continually maintain an overall partnership philosophy supported by a policy framework.
- Consider additional partnerships with schools, libraries, and nonprofits, particularly to provide expanded educational programming.
- Require all partnerships to have a working agreement with measurable outcomes evaluated on a regular basis.
- Require all partnerships to track costs to demonstrate the shared level of equity and investment.
- Maintain a culture of collaborative planning for all partnerships, focusing on regular communications and annual reporting.

MARKETING AND PROMOTION

- Develop a strategic marketing plan that focuses the brand and identity of the department as well as increases communication about programs and services.
- Tie the marketing plan directly to the department's mission and vision.
- Provide specific guidance as to how the department's identity and brand needs to be consistently portrayed across the multiple methods and deliverables used for communication.
- Use community input to inform marketing efforts.
- Build volunteerism in the marketing and communication efforts, and recruit new volunteers with new skills as the marketing program grows.
- Establish performance measures for marketing efforts and review them regularly.
- Enhance relationships with partners that can leverage marketing efforts through cross-promotion.



1.4 CONCLUSION

The Shawnee County Parks and Recreation Department strives to be a best-practice agency. The Master Plan is a guide where the department needs to center their energy and values for the next 10 years. It is also a plan to inform the residents on where they will invest capital improvements in the future and how they plan to address key issues that were brought forward during the public input process.

The County Commission and staff recognize how important it is to maintain a first-class parks and recreation system to keep people living and working in the county and the economic impact the Department has on the county.

The recommendations outlined in the Master Plan are aligned with the vision, mission, and core values of the community and the department. These recommendations follow what the community voiced as a priority. Currently, the County Commission will need to allocate more funding to achieve these recommendations to ensure the successful implementation of the plan. Overall, the capital improvements can be utilized as a guideline for future improvements and development with flexibility to be altered and updated as needed.

The goal of the Master Plan is not to overextend the department financially or operationally. The department will still require strong financial support from user fees and earned income opportunities as well as a commitment from the County Commissioner to support the basic infrastructure and staffing needs of the system. This will require a continued business planning approach and support from staff to operate in the most efficient and effective manner.

The department is willing and able to deliver on the recommendations in the plan. This will require everyone working together with the support of the County Commission and the finance department to support the implementation of the plan. The community desires and expects it so let the process begin!

CHAPTER TWO

COMMUNITY INPUT



2.1 KEY LEADERSHIP AND FOCUS GROUP SUMMARY

As part of the process for the Parks and Recreation Master Plan, PROS Consulting conducted a combination of ten (10) focus groups and stakeholder interviews. This process of community involvement helps establish priorities for the future improvement and direction of management and planning for Shawnee County Parks and Recreation Department. The focus groups and stakeholder interviews enable the department and board to learn what users of the system value, are concerned about, and feel are unmet needs that the department could be providing.

2.1.1 WHAT ARE THE STRENGTHS OF SHAWNEE COUNTY PARKS & RECREATION THAT WE NEED TO BUILD ON FOR THIS MASTER PLAN?

Focus groups agree that there are many strengths for the Shawnee County Parks and Recreation Department to build on in the Master Plan. The assets most commonly cited as strengths to the Department include the parks, trails, golf courses, and sports facilities. Gage Park and Lake Shawnee are considered the gems of the system and prime examples for future developments to the Shawnee County Parks and Recreation Department. Residents also value the trail systems and would like to see continued expansion and connectivity of the trails. Golf courses are also high on the list of those interviewed, and their appeal attracts visitors from many areas outside the county. Sports facilities such as the Bettis Family Sports Complex are considered state-of-the-art, and improve Shawnee County's status as a destination for regional and national competitions.

Overall, focus group responses suggest that the residents of Shawnee County are proud of their parks and recreation department. Locals feel that the variety and quality of the parks and facilities in the area encourage more active lifestyles and a healthier community. Furthermore, the quality of program offerings, such as youth sports, after school, and summer camps add to the satisfaction of residents provided by the Shawnee County Parks and Recreation Department.

General consensus among the focus groups is that the locations supported by the department are well maintained and well managed. The parks and facilities within the system are perceived to be very inviting to the public, offering locations in pristine condition that are easily accessible throughout the county. Management within the department is considered to be top-notch as well, and the department seems to do a good job allocating resources and keeping up with the demands and interests of the local population.

Another strength of the Shawnee County Parks and Recreation Department lies in the existence of ongoing partnerships. The department has established numerous partnerships with local schools, non-profit organizations, and private businesses. These partnerships have been integral to the overall success of the parks and recreation department. The Shawnee County Parks and Recreation Foundation is highly valued by local residents for raising funds that go toward capital improvements and land acquisitions for the parks system. This foundation aids the county by alleviating the government from some of the burden required to subsidize the future developments of the system.

2.1.2 WHAT ARE YOUR GENERAL PERCEPTIONS OF THE PARK AND RECREATION SYSTEM THAT NEED IMPROVEMENT?

Based on focus group responses, there is a need to improve the marketing of the parks and recreation system. The department is missing a huge opportunity to increase participation and generate revenues by failing to effectively market the system and its offerings. Many residents are not aware of all the services and events that are available through the Shawnee County Parks and Recreation Department. A complete marketing plan that reaches a broader audience and clearly communicates what the system has to offer is a must. Devising and implementing a comprehensive marketing strategy will create value for residents, which will lead to increased use and provide opportunities for further development and sustainability of the parks and recreation system.

The Shawnee County Parks and Recreation Department is also in need of many updates, improvements, and additions throughout the system. A common concern expressed by focus groups is the lack of parks and services in the Southwest part of the county. Residents want a more balanced distribution of parks and amenities evenly incorporated in all parts of the service area. Focus groups also suggest that the parks and recreation department is in need of a uniform set of maintenance standards that need to be applied to all the parks and facilities in the system. Many agree that some parks and facilities are being neglected, which causes dissent among residents and a sense that the department favors certain locations more than others. The department needs to place an emphasis on bringing each park up to par, or look into becoming leaner to eliminate parks and facilities that the system cannot support.

Many residents would like to see more spray parks distributed throughout the county as a more affordable solution to satisfy the demand created by a lack of aquatic centers. Focus groups also desire more competition-quality sports fields and facilities to host events, which increase tourism and boost the local economy. As the county population continues to grow, there is an increased criminal presence emerging in various locations. Residents would like to see more security features and an increased police presence to provide a safe environment for users of the system. Other desired improvements frequently cited among interviewees included more connectivity of parks through trail systems, completion of the bridge over Lake Shawnee, better signage, implementation of speed limits in the campgrounds, and improvements in technologies such as Wi-Fi and online reservations.

2.1.3 WHAT ARE THE KEY OUTCOMES YOU DESIRE THAT YOU WOULD LIKE TO SEE COME FROM THIS MASTER PLAN?

Focus groups agree that a complete, well thought out Master Plan is imperative for the future success of the Shawnee County Parks and Recreation Department. Residents want a clear plan that establishes an identity for the department with attainable goals and metrics that provide an objective evaluation of the system moving forward. There is a need to inventory all the assets of the department, determine the level at which each is performing, and identify the core competencies of the organization. Aside from evaluating existing locations, analysis of the current population trends paired with cost benefit analysis needs to be utilized to decide on the future addition of parks and facilities. Focus groups also want the Master Plan to examine the competition between the parks and recreation department and the private sector to ensure that the system competes at a high-level and it is only involved in activities that are relevant and beneficial to all stakeholders. Interviewees expressed a need to develop and implement a strategic marketing plan that creates better awareness and increased use of the offerings available through the department. The Master Plan needs to establish standards for the system, especially areas such as maintenance and safety.

2.1.4 WHAT ARE THE KEY PROGRAM SERVICES THAT NEED TO BE ADDRESSED IN THE MASTER PLAN?

Those interviewed agree that the Shawnee County Parks and Recreation Department needs to offer a wider range of programming. Adaptive programming that gets people with disabilities involved, as well as more senior programs are among the most desirable additions to the curriculum. Residents also feel there needs to be a centralized youth sports association that can coordinate all the efforts of the various youth organizations and leagues currently in existence. There is also a demand for more fitness related programming to encourage a more active and healthy community. Focus groups also indicate a need to continue to develop relationships with the schools and libraries to offer more educational programming that will complement the current lineup that is dominated by sports programming.

2.1.5 WHAT RECREATION FACILITIES AND/OR AMENITIES IN THE COMMUNITY ARE MOST NEEDED?

There is an overwhelming concern over the lack of parks and facilities on the West and Southwest areas of the county. The general perception is that these parts of the county are being underserved and addressing this issue needs to be a top priority. Opinions of focus groups indicate that aquatic facilities are also in high demand. Many feel that the aquatic centers are overcrowded, and developing new facilities in underserved areas will significantly increase satisfaction among residents of the county. Citizens of Shawnee County would also like new recreation facilities added in regions that lack such facilities to expand the coverage of the department and increase involvement of residents in underserved areas. Focus group results express an interest to continue to develop more competition-level sports facilities to appeal to large regional and national tournaments that would draw tourists to the county.

2.1.6 ARE THERE OPERATIONAL OR MAINTENANCE ISSUES THAT NEED TO BE ADDRESSED?

The most important operational or maintenance issue that needs to be addressed is to set standards to maintain and upkeep the county's parks, facilities, and equipment. The department needs to take a complete inventory to determine the condition of all their assets, and establish proven standards to routinely maintain them. Keeping amenities in excellent working condition and replacing equipment and amenities that are not up to acceptable standards will be vital to the future success of the system. Focus groups also indicate a need for an increased security presence to ensure the safety of visitors. There are also concerns that the campgrounds have some deficiencies that need improvement. The current system for reservations of the campgrounds is not user friendly, and the introduction of an efficient online system is desired to eliminate some of these issues.

2.1.7 WHAT AREAS OF THE SYSTEM NEED MORE FOCUS (SUCH AS TRAIL DEVELOPMENT, LAND ACQUISITION, PARK MAINTENANCE, PROGRAM SERVICES, FACILITY DEVELOPMENT, ETC.)

The most frequent response among focus groups is the need for more trail development. The current system lacks connectivity and residents would like to see all the fragments tied together to create a complete trail system throughout the county. There is also a lack of restroom facilities along the trails, and as the system expands, it will also be necessary to continue to add amenities like restrooms and benches along the paths. The community also agrees that the parks and recreation department needs to look into developing along the river. The river is considered a valuable resource that is not currently being utilized. Establishing public parks and facilities near the river will add to the appeal of the system greatly. Residents would also like to see more additions and improvements of parks and facilities that establish Shawnee County as a destination, and eliminate some of the excess parks that are underused and run down that do not add value to the system as a whole.

2.1.8 DO YOU FEEL THE DEPARTMENT IS ADEQUATELY FUNDED? WHAT FUNDING SOURCES DO YOU FEEL THE COMMUNITY WOULD MOST SUPPORT (E.G. BOND ISSUE, MILL LEVY, IMPACT FEES, PROPERTY TAX INCREASE, USER FEES)?

Consensus among focus groups is that the department is not adequately funded, but many feel that the department does a great job with what they have. The system is in need of a solid financial plan that focuses on ways to generate revenues through the parks and recreation's programming and events. Historically, the department has always been underfunded, and residents feel that more efforts in generating revenues at profitable levels will offset the lack of funding. The addition of more high-end sports facilities is the most obvious opportunity for more funding because it can attract money from outside the county. Overall, the parks system needs to become wiser with its spending, and focus on developing the department as a tool for economic growth for the county.

2.1.9 AS YOU SEE THE CITY OF TOPEKA AND SHAWNEE COUNTY CHANGING IN THE FUTURE, WHAT SERVICES AND PROGRAMS DO YOU FEEL WILL NEED THE MOST ATTENTION AND NEED TO BE MADE A PRIORITY?

Residents feel that recent consolidation between departments of the city and county is a step in the right direction. The parks and recreation department needs to find ways to reach out to more people from the county, as well as outside the county. Communicating to a broader audience and offering programs that reflect the interests of the residents will help increase participation, which will enable the department to be a more sustainable entity.

2.1.10 WHAT HAVEN'T I ASKED YOU THAT YOU WOULD LIKE OR HAVE DOCUMENTED

IN THE MASTER PLAN?

Opinions suggest an interest in exploring privatization of certain functions of the parks and recreation department to evaluate if it would be more cost effective. As a part of the process of the Master Plan, residents would like to see the department take a long internal look at operations and determine areas that are not promoting growth. The general consensus is that the system has gotten too large with too many pieces that are holding back the department, and a leaner, more focused operation is imperative. Not only does the department need plenty of re-evaluation, but this Master Plan also needs to closely analyze the local population and create productive changes based on demographic findings. Any changes moving forward must be done with strategic planning, and establish objective criteria to ensure effective implementation to create a more sustainable system.

2.2 PUBLIC FORUM

2.2.1 WHAT ARE THE STRENGTHS OF THE SHAWNEE COUNTY PARKS AND RECREATION THAT WE NEED TO BUILD ON FOR THIS MASTER PLAN?

Based on focus group responses, the primary strength of the Shawnee County Parks and Recreation Department is its parks, facilities, and trails. As a whole, the parks and facilities operated by the parks and recreation department are viewed as well maintained and managed. Lake Shawnee is considered the gem of the system, and acts as the benchmark for existing and future parks and facilities in the county. Those interviewed also highly value the trail system and encourage the continued expansion and connectivity of those trails. Another perceived strength among focus groups is the amount of acreage the department owns, as there is a large amount of unused, undeveloped land that allows for growth in the future. Other areas that are well received by respondents include the Forbes Golf Course and athletic facilities.

The department's programming is another strength identified by those interviewed. The current curriculum offers quality programs that are very diverse. These programs are considered to be very affordable, and provide activities for all income levels. Responses indicate that the youth and after-school programs are believed to be the best of what the department offers, and need to be used as model examples for adding more programming in the future.

2.2.2 WHAT ARE YOUR GENERAL PERCEPTIONS OF THE PARKS AND RECREATION SYSTEM THAT NEED IMPROVEMENT?

Although parks, facilities, and trails were considered to be the primary strength by focus groups, there is also a perception that there is still a lot of room for improvement. The most common area in need of improvement is the trail system. It is important that the department continues to expand and connect existing trails, while also putting time and effort into improving trails that are in need of repair. One specific action that needs to take place is to connect the Lake Shawnee Trail to the other routes. Responses also call for added security to the trails to ensure the safety of the users. These improvements include, but are not limited to, installation of additional quality lighting and emergency call boxes along the trails. There is also a growing need to address aquatics in the system. The existing opportunities in aquatics are not meeting the demand of residents, and the Master Plan must evaluate the best course of action to incorporate more aquatic facilities and programming. The Dornwood Park and its ball fields are another area in the system that will require the attention of the department in the near future, as they are in need of updates and repairs. Another opportunity for improvement to the system is in the maintenance of parks, facilities, and amenities. The Master Plan must evaluate the current maintenance strategy and compare it to best practices to develop a comprehensive set of standards for the upkeep of the system's assets.

Focus group participants also suggest there is room for improvement in departmental programming. The current set of programming is inconsistent, and there is a need to establish uniform program guidelines. The department must also make an effort to diversify the curriculum to target a wider audience specifically programs for those aged 20 to 40, who are being underserved.

Other areas of improvement cited by respondents involve some of the behind-the-scenes activities of the department. Many believe that the parks and recreation department lacks an effective marketing strategy. The Master Plan should work to develop such a strategy to ensure that the department is reaching a sufficient amount of users and clearly communicating its mission and vision. Those interviewed would also like to witness better interaction between the city, county, and parks and recreation department in order to provide the best possible recreation opportunities and level of service for residents. In order to help supplement the departmental budget, the parks and recreation department must explore more options in fundraising and donations. Many believe looking into nontraditional funding, and tapping into the private sector for sponsorships and donations could accomplish this.

2.2.3 WHAT ARE THE KEY OUTCOMES THAT YOU WOULD LIKE TO SEE COME FROM THIS MASTER PLAN?

The most common key outcome mentioned in focus group interviews is for the Master Plan to explore and establish more partnerships. Respondents would like for the plan to strengthen existing partnerships with the local schools, and also strive to create new relationships with the private sector. Teaming up with private organizations and corporations has the potential to allow the Shawnee County Parks and Recreation Department to solicit donations and sponsorships that could prove to be a substantial source of funding. Many believe that partnering with local community groups would be beneficial in providing quality feedback on programming and possibly supplying additional labor from groups that have expertise in certain program areas.

Another desired outcome among interviewees is for the Master Plan to evaluate the current assets of the department and focus on improving any deficiencies. Lake Shawnee could be used as an example, and all parks and facilities need to be brought up to or exceed the level of quality found in the departmental gem. Respondents agree that the evaluation must be thorough and include all properties owned and operated by the department. The Master Plan needs to inventory each site and note areas that are lacking. Subsequent action plans need to accompany the inventory for improvements and developments in the future. Areas currently perceived as insufficient by focus group participants include trail security, the Crestview Pool, and the lack of a recreation center on the Southwest side.

Increasing participation in programming is also a priority to those interviewed. Many feel the department needs to continue the program catalog, but the Master Plan needs to offer recommendations of additional ways to market programs and events so that each resident has a better understanding of what is being offered. The Master Plan strategy needs to define ways to attract nonresidents to participate in programs and activities, as this will not only increase participation, but could also increase revenues.

The final desired outcome expressed in public forums is for the Master Plan to take on a life of its own. This should include provisions to allow the plan to evolve and be reevaluated periodically. The plan needs to clearly communicate its vision to all stakeholders of the community. Focus groups agree that the plan must establish methods to encourage more community input and find ways to incorporate opinions of the local community into the decision-making process. Another key to the success of the Master Plan is to create a more sustainable system, especially in lieu of recent budget cuts to the department.

2.2.4 WHAT ARE THE KEY PROGRAM SERVICES THAT NEED TO BE ADDRESSED IN THE MASTER PLAN?

A top priority in relation to program services among public forum participants is for the Master Plan to ensure that programs and services are as equivalent as possible throughout all the centers in the system. The majority believes that the departmental offerings' primary focus needs to be toward youth and senior populations because they have the highest levels of program participation. Another key component to the Master Plan will be to evaluate and prioritize the key programs and services, and then categorizing each offering to identify the core-essential programs that will provide a foundation for any future changes in programming.

Another service that must be addressed in the Master Plan is customer service. The Master Plan needs to incorporate a customer service-training component that establishes a set of standards for all staff members to adhere to. Furthermore, it would be ideal to designate a point of contact for Shawnee County Parks and Recreation that can represent the position of the department in public relations matters.

2.2.5 WHAT RECREATION FACILITIES AND/OR AMENITIES IN THE COMMUNITY ARE MOST NEEDED?

Public forum responses indicated a strong desire to improve accessibility of facilities and amenities for residents. Those interviewed believe the department could add more features to facilities that allow for easy access and use for those with disabilities and seniors. Opinions also suggested an opportunity to improve accessibility of playgrounds and playground equipment throughout the system. Multiple interviewees cited a lack of available rest-rooms in the parks after recreation centers close for the day.

Many other specific facility and amenity needs were noted in focus group interviews. The need most commonly expressed is the completion and connection of the trail system, particularly the Shunga and Lake Shawnee trails. A recreation center and/or aquatic facility on the Southside of town is also a top priority based on community input. Users of the Shawnee North Recreation Center would like to see the addition of a gymnasium to the center. Other facilities and amenities desired by participants include bark parks, green space, indoor archery, indoor horseshoes, and a new disc golf course.

2.2.6 ARE THERE OPERATIONAL OR MAINTENANCE ISSUES THAT NEED TO BE ADDRESSED?

The main issue affecting overall satisfaction among users of the Shawnee County Parks is security in the parks and trails. There are many parks with poor lighting and a lack of police presence, which contribute to a growing concern for user safety. The trail system also lacks the infrastructure to provide a safe environment for those using the designated paths. Those interviewed called for improved lighting, formation of a dedicated park police force, kiosks for security officers along trails, and emergency call boxes for parks and trails. These improvements will help provide safe recreation opportunities, and will play a large role in user satisfaction of the system.

Multiple focus groups mentioned Dornwood Park as a site in need of numerous updates and improvements, especially to the ball fields. Due to the perception that some sites are being mowed and sprayed too much, the Master Plan needs to develop a set of maintenance standards that outlines a routine maintenance schedule. It will be necessary to develop a comprehensive approach to updating and maintaining parks and facilities so there is a level of consistency in the quality of all locations operated by the parks and recreation department.

2.2.7 WHAT AREAS OF THE SYSTEM NEED MORE FOCUS (SUCH AS TRAIL DEVELOPMENT, LAND ACQUISITION, PARK MAINTENANCE, PROGRAM SERVICES, FACILITY DEVELOPMENT, ETC.)?

Public forum responses suggest a need to focus on the current marketing strategy. Improved promotion of available offerings would increase participation in programs and elevate attendance levels of the recreation centers throughout the system. It will also be important to develop a better mix of programming that best fits the needs of residents and adequately serves all areas of Shawnee County equally. In developing a new marketing approach, users of the system would like to see a larger conservation effort that could incorporate more outdoor education and preservation areas.

Another area of attention identified in focus groups pertains to park maintenance. Residents want to keep the existing facilities well maintained and in good-working order. The department must avoid situations similar to Lake Shawnee, which is perceived to be going downhill due to negligent maintenance. One specific maintenance issue currently facing the department is storm water drainage.

The parks and recreation department must also seek more sources of funding to improve sustainability. Many believe the department could engage in more public-private ventures and approach corporations for contributions and advertising revenues. Residents also suggest raising fees at the Forbes Golf Course so the department can afford to properly maintain it.

2.2.8 DO YOU FEEL THE DEPARTMENT IS ADEQUATELY FUNDED? WHAT FUNDING SOURCES DO YOU FEEL THE COMMUNITY WOULD MOST SUPPORT?

General consensus is that the department is not adequately funded. Many believe the department was at one time, but has since fallen onto times of financial strain due to poor decision making by elected officials in the past. Public forum participants indicate an opportunity to generate funds by being more proactive in soliciting large corporations for donations and sponsorships. Furthermore, the county could offer tax breaks for local businesses interested in dedicating funds to the parks and recreation department. Some also feel the department needs to identify a dedicated grant writer as a reliable resource for funding. Better utilization of volunteers would also be beneficial in alleviating some of the financial burden of the department. Other funding sources that would be well supported include fundraising, special taxes, and the Shawnee County Parks and Recreation Foundation.

2.2.9 WHAT HAVEN'T I ASKED YOU THAT YOU WOULD LIKE DOCUMENTED IN THE MASTER PLAN?

The majority of participants would like to see better communication from the department to the residents of Shawnee County. It will be important to keep the public informed during the planning process and make the details of the Master Plan easily accessible through a variety of mediums. As a result of the Master Plan, the department must continue to improve its community outreach and actively seek feedback in the future to improve decision-making. Residents also want to ensure the Master Plan puts systems into place that will allow the department to manage resources economically and improve sustainability. The Master Plan must also identify the proper mix of programming and aim to develop a lineup that attracts an optimal amount of participation year-round by finding a way to bring popular summer activities indoors during the off season.

2.3 STATISTICALLY VALID COMMUNITY SURVEY

OVERVIEW OF THE METHODOLOGY

Leisure Vision conducted a Comprehensive Community Needs Assessment Survey in the Fall of 2013 to help establish use and satisfaction for current parks and recreation facilities and to determine priorities for the future development of parks and recreation facilities, programs, and services within the Shawnee County Parks and Recreation Department. The survey was designed to obtain statistically valid results from households throughout Shawnee County. The survey was administered by mail and by phone.

Leisure Vision worked extensively with Shawnee County 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 and engage community involvement.

A seven-page survey was mailed to a random sample of 2,000 households within Shawnee County Parks and Recreation boundaries. Approximately three days after the surveys were mailed each household that received a survey also received an automated 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. Those who had indicated they had not returned the survey were given the option of completing it by phone.

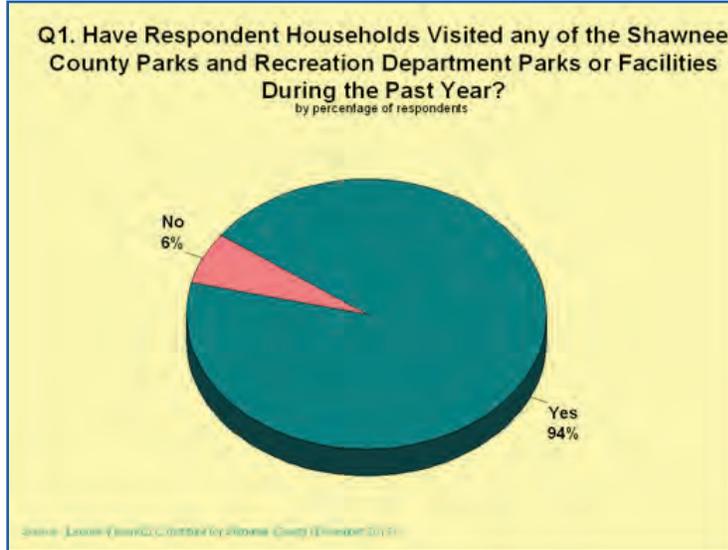
The goal was to obtain a total of at least 400 completed surveys. ETC/Leisure Vision went above and beyond that goal to reach a total of 574 completed surveys. The results of the random sample of 574 households have a 95% level of confidence with a precision rate of at least +/-4%.

The following pages summarize major survey findings.



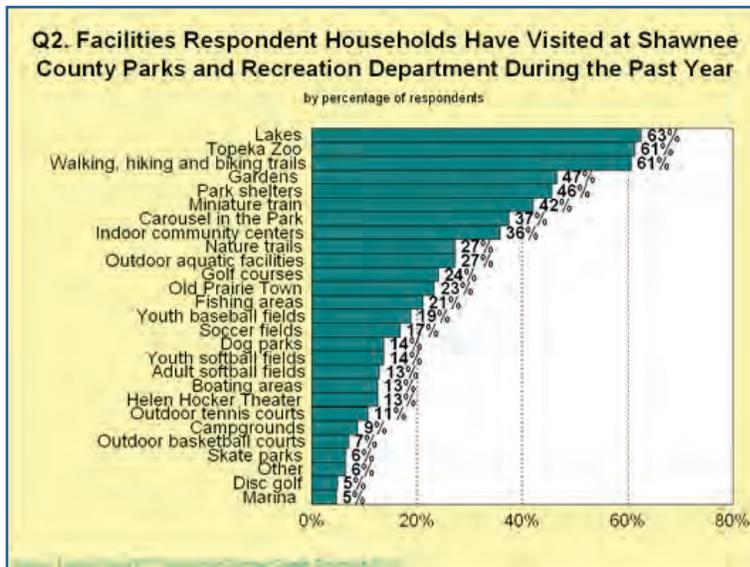
RESPONDENT USAGE OF PARKS OVER THE PAST YEAR

Ninety-four percent (94%) of survey respondents have visited a Shawnee County Parks and Recreation Department park or facility within the last year.



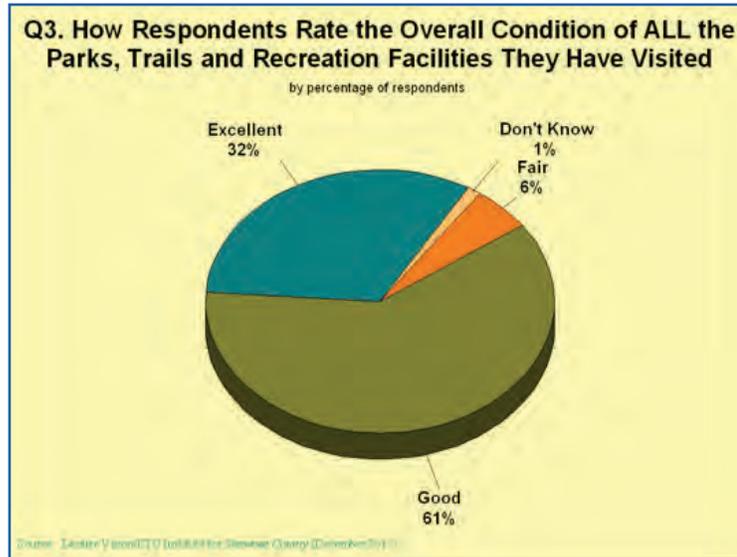
FACILITIES RESPONDENT HOUSEHOLDS HAVE USED OVER THE PAST 12 MONTHS

The most prevalent facilities utilized by Shawnee County respondents over the last 12 months are lakes (63%). Other facilities that respondent households have used over the past 12 months include Topeka Zoo (61%) and walking, hiking, and biking trails (61%). The least utilized facilities by respondents were skate parks (6%), disc golf (5%), and marina (5%).



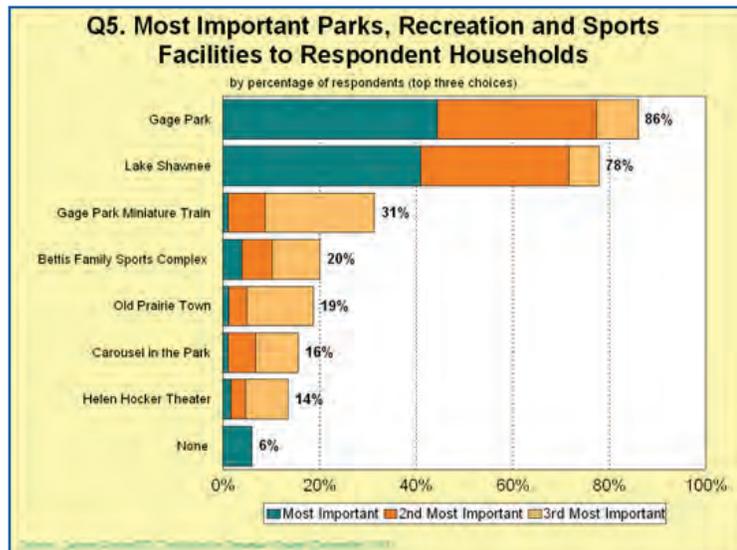
RESPONDENT RATING OF THE OVERALL PHYSICAL CONDITION OF PARKS, TRAILS AND RECREATION FACILITIES IN THE SHAWNEE COUNTY PARKS AND RECREATION DEPARTMENT THEY HAVE VISITED

Ninety-three percent (93%) of survey respondents rated the overall condition of ALL parks, trails, and recreation facilities as either “excellent” (32%) or “good” (61%). Only (7%) of respondents rated them as “fair” (6%) or “don’t know” (1%).



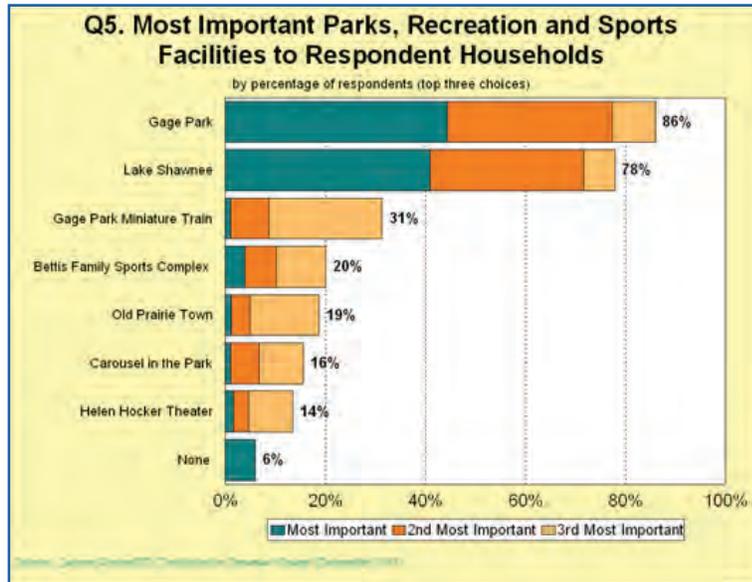
HOW OFTEN RESPONDENTS VISITED MAJOR PARKS, RECREATION AND SPORT FACILITIES OPERATED BY THE SHAWNEE COUNTY PARKS AND RECREATION DEPARTMENT DURING THE PAST 12 MONTHS

Lake Shawnee has been utilized by (86%) of respondent households within the past 12 months, and also possesses the greatest percentage of households that have used any facility more than 50 times. Eighty-three percent (83%) of respondents have visited Gage Park over the past 12 months and also contains the greatest number of respondents who visited between 1-9 times.



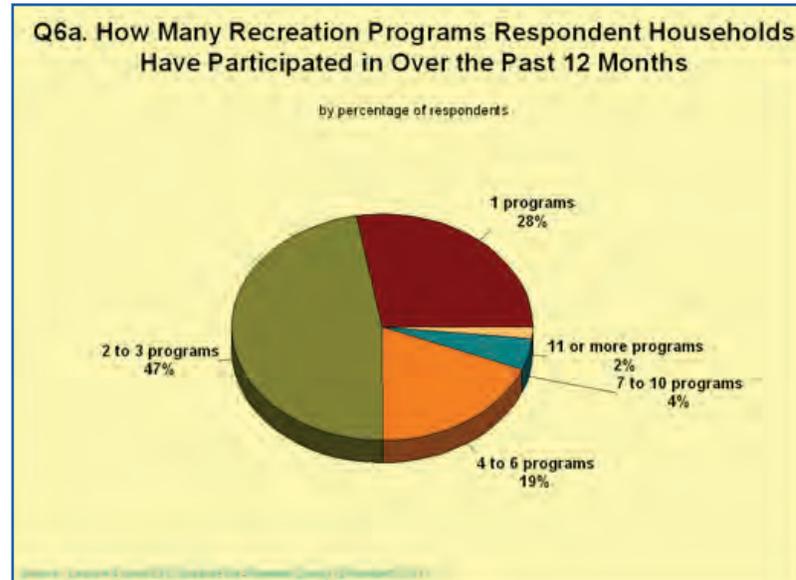
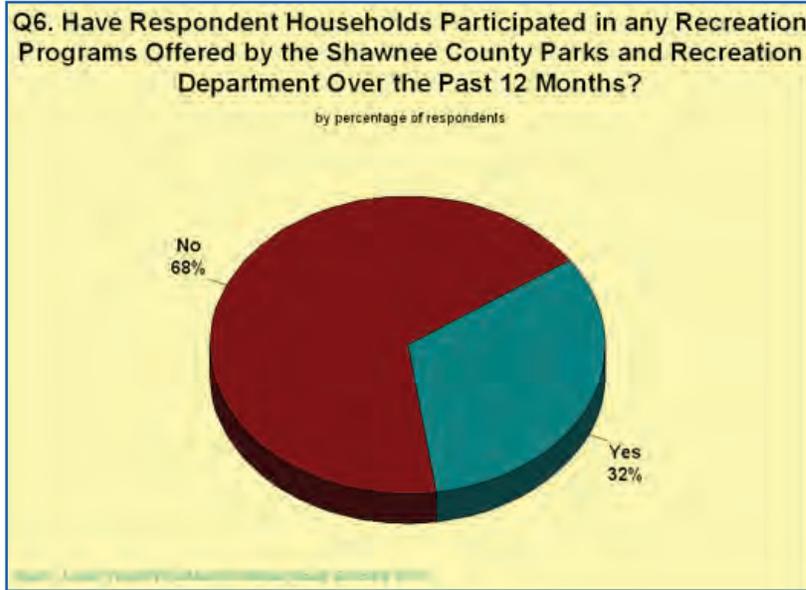
MOST IMPORTANT MAJOR FACILITIES TO RESPONDENT HOUSEHOLDS

Based on the sum of respondents' top 3 choices, the clear outliers for most important facilities to respondent households are Gage Park (86%) and Lake Shawnee (78%).



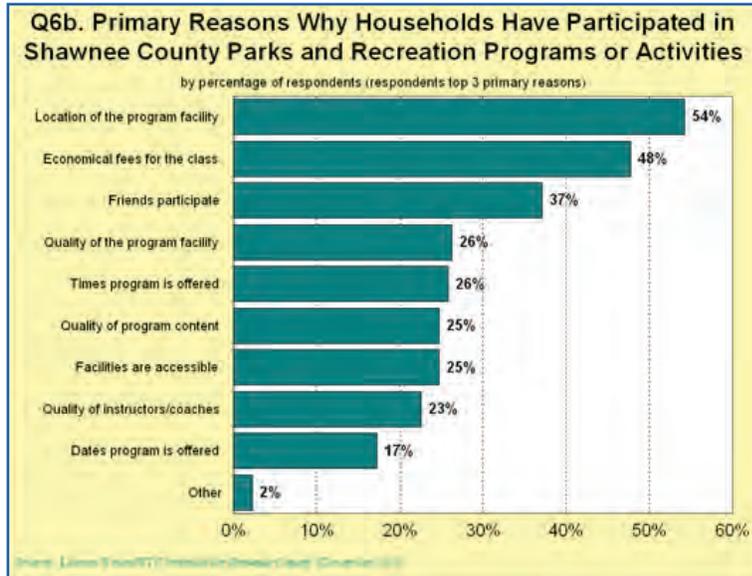
RESPONDENT PARTICIPATION IN RECREATION PROGRAMS OFFERED BY THE SHAWNEE COUNTY PARKS AND RECREATION DEPARTMENT DURING THE PAST 12 MONTHS

Thirty-two percent (32%) of respondent households have participated in a recreation program offered by the Shawnee County Parks and Recreation Department over the past 12 months. Of respondents who participated in programs, (28%) participated in 1 program, (47%) participated in between 2 to 3 programs, (19%) participated in 4 to 6 programs, (4%) participated in 7 to 10 programs and (2%) participated in 11 or more programs.



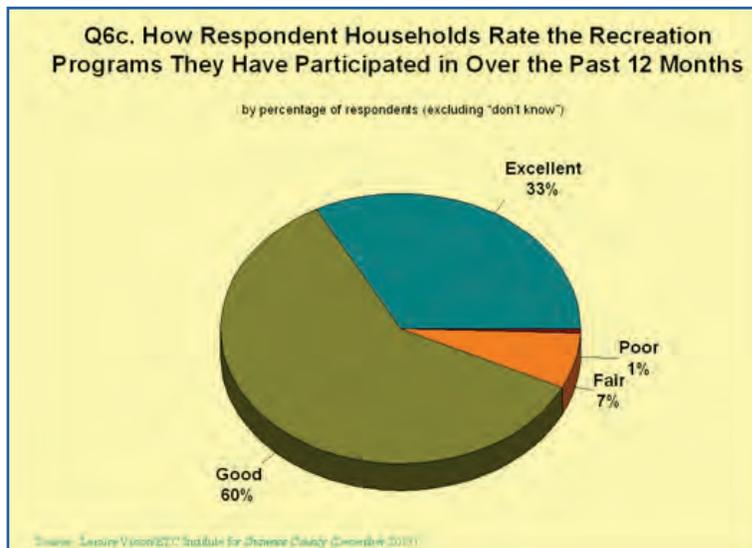
REASONS WHY RESPONDENT HOUSEHOLDS PARTICIPATED IN SHAWNEE COUNTY PARKS AND RECREATION PROGRAMS AND ACTIVITIES

Based on the sum of respondents' top 3 primary reasons, the most important reasons for households participating in Shawnee County Parks and Recreation Department programs and activities are the location of the program facility (54%), the economical fees for the class (48%), and friends participate (37%).



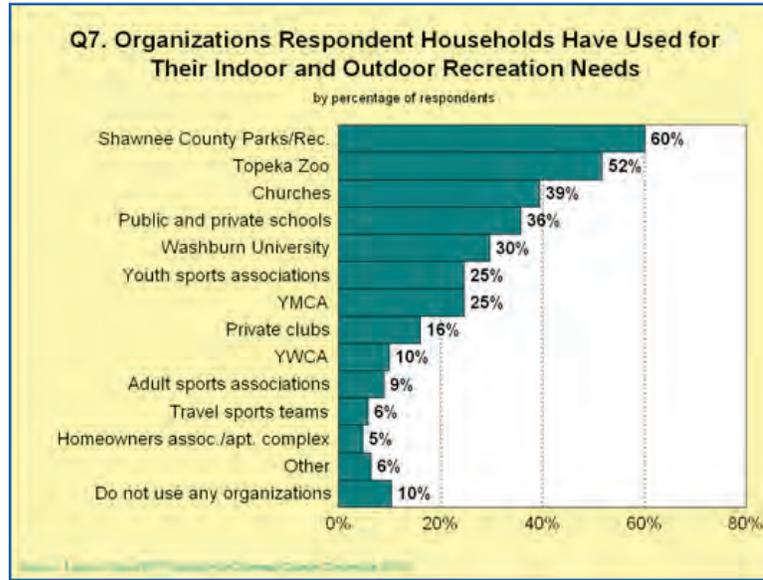
RESPONDENT RATING OF THE OVERALL QUALITY OF PROGRAMS THAT THEIR HOUSEHOLD PARTICIPATED IN OVER THE PAST YEAR

Ninety-three percent (93%) of survey respondents rated that the recreation program that their household participated in was “excellent” (33%) or “good” (60%). Other ratings include “Fair” (7%) and “poor” (1%).



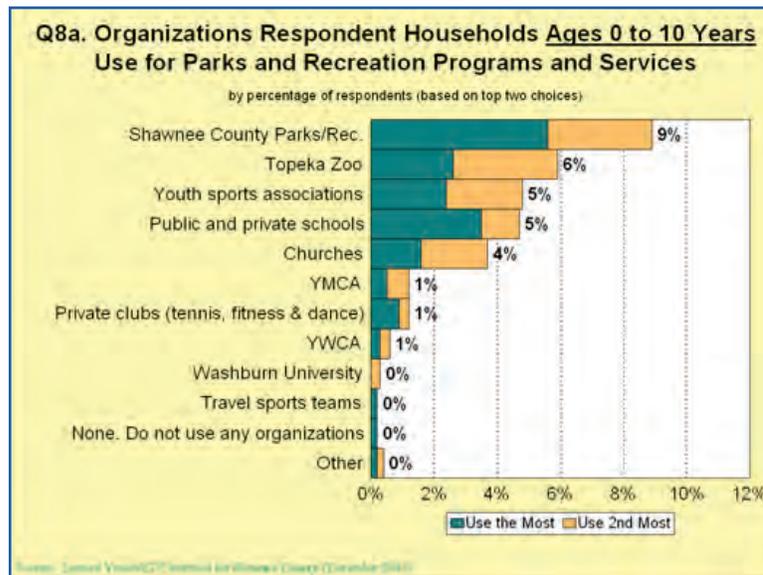
ORGANIZATIONS RESPONDENTS HAVE USED FOR INDOOR AND OUTDOOR RECREATION ACTIVITIES DURING THE LAST 12 MONTHS

Sixty percent (60%) of respondents have used the Shawnee County Parks and Recreation Department for their indoor and outdoor recreation needs. Other organizations that households use for their indoor and outdoor recreation activities include Topeka Zoo (52%), Churches (39%), and public and private schools (36%).



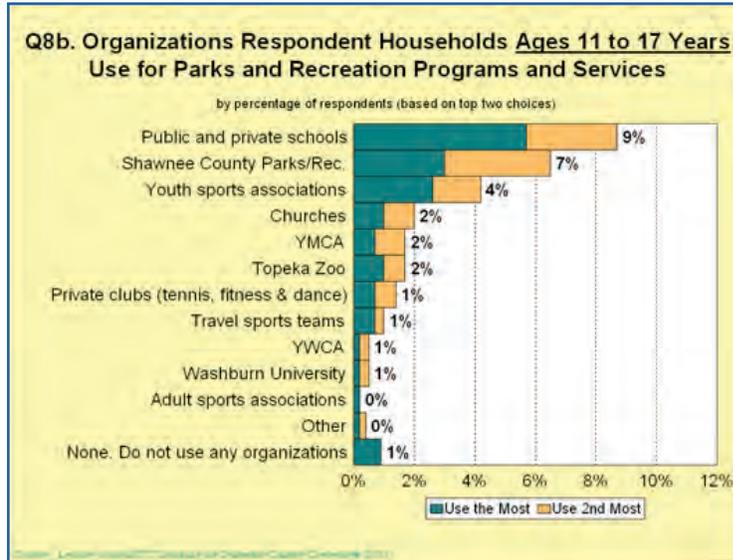
ORGANIZATIONS RESPONDENTS AGES 0-10 HAVE USED FOR INDOOR AND OUTDOOR RECREATION ACTIVITIES DURING THE LAST 12 MONTHS

Organizations respondent households ages 0-10 have used the most for indoor and outdoor recreation activities are the Shawnee County Parks and Recreation Department (9%), Topeka Zoo (6%), youth sports associations (5%), public and private schools (5%), and Churches (4%).



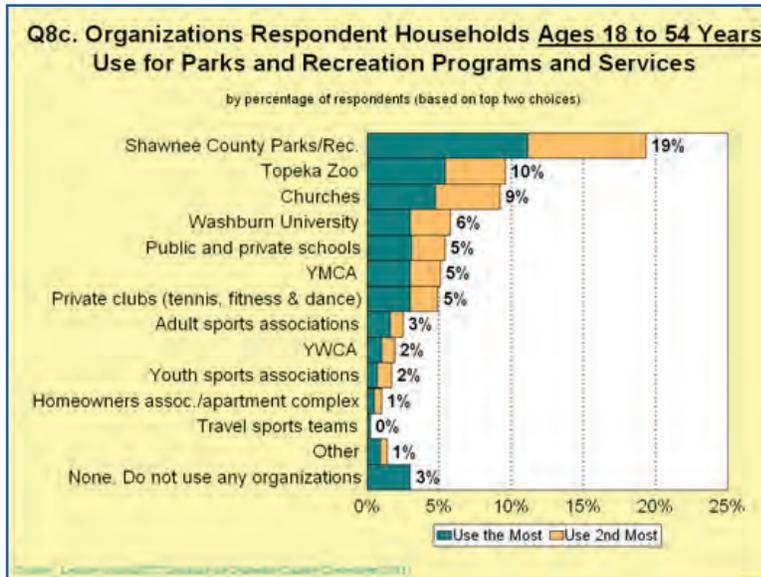
ORGANIZATIONS RESPONDENTS AGES 11-17 HAVE USED FOR INDOOR AND OUTDOOR RECREATION ACTIVITIES DURING THE LAST 12 MONTHS

Organizations respondent households ages 11-17 have used the most for indoor and outdoor recreation activities are public and private schools (9%), the Shawnee County Parks and Recreation Department (7%), and youth sports associations (4%).



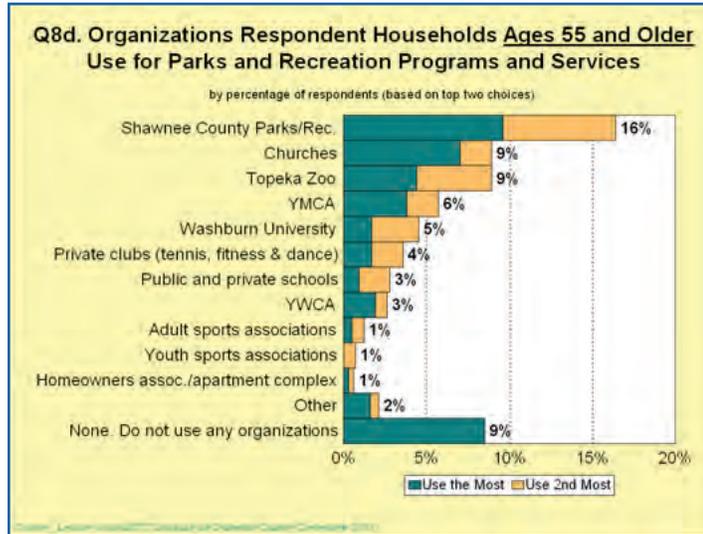
ORGANIZATIONS RESPONDENTS AGES 18-54 HAVE USED FOR INDOOR AND OUTDOOR RECREATION ACTIVITIES DURING THE LAST 12 MONTHS

Organizations respondent households ages 18-54 have used the most for indoor and outdoor recreation activities are the Shawnee County Parks and Recreation Department (19%), Topeka Zoo (10%), and Churches (9%).



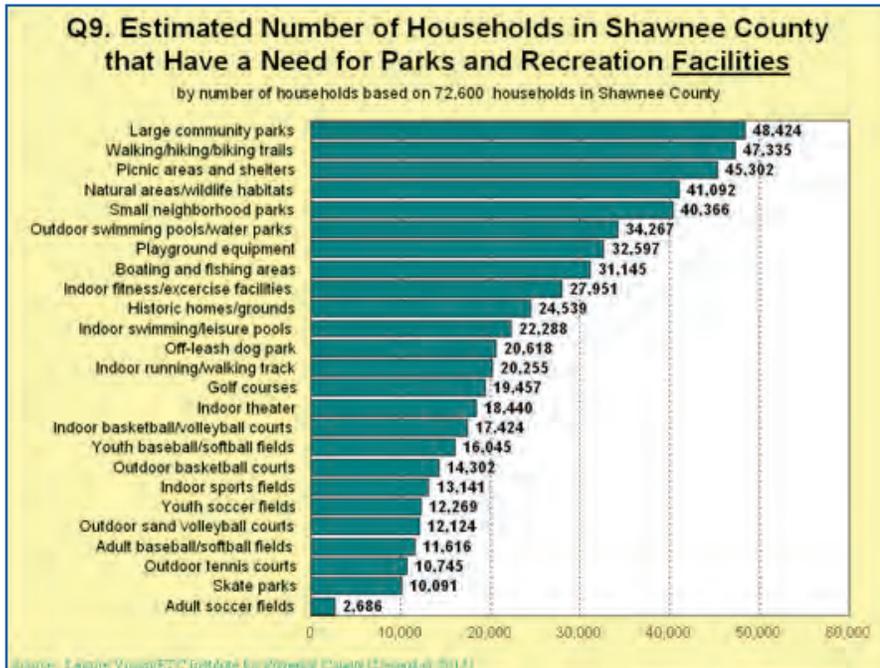
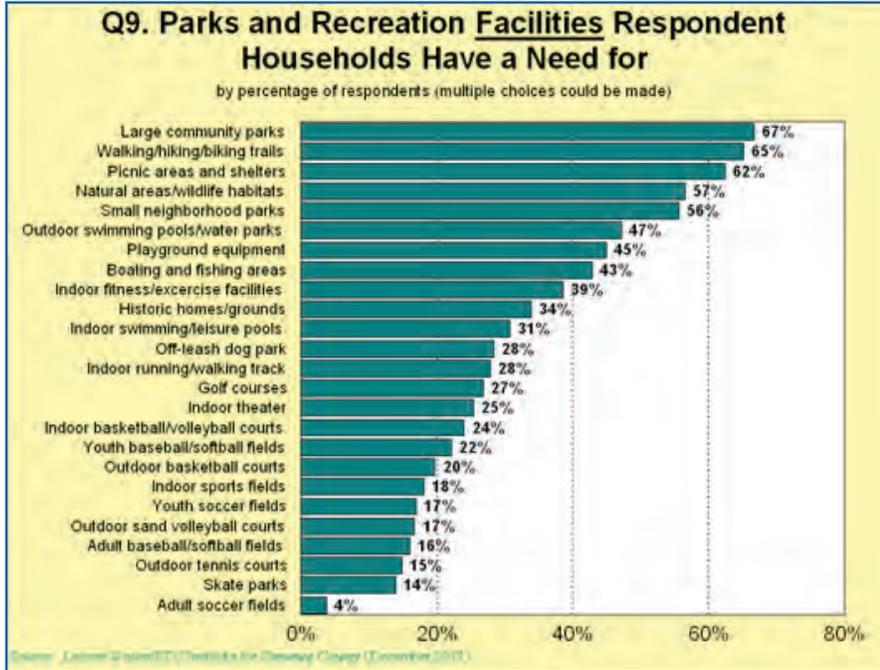
ORGANIZATIONS RESPONDENTS AGES 55 AND OLDER HAVE USED FOR INDOOR AND OUTDOOR RECREATION ACTIVITIES DURING THE LAST 12 MONTHS

Organizations respondent households ages 55 and older have used the most for indoor and outdoor recreation activities are the Shawnee County Parks and Recreation Department (16%), Churches (9%), and the Topeka Zoo (9%).



PARKS AND RECREATION FACILITIES RESPONDENT HOUSEHOLDS HAVE A NEED FOR

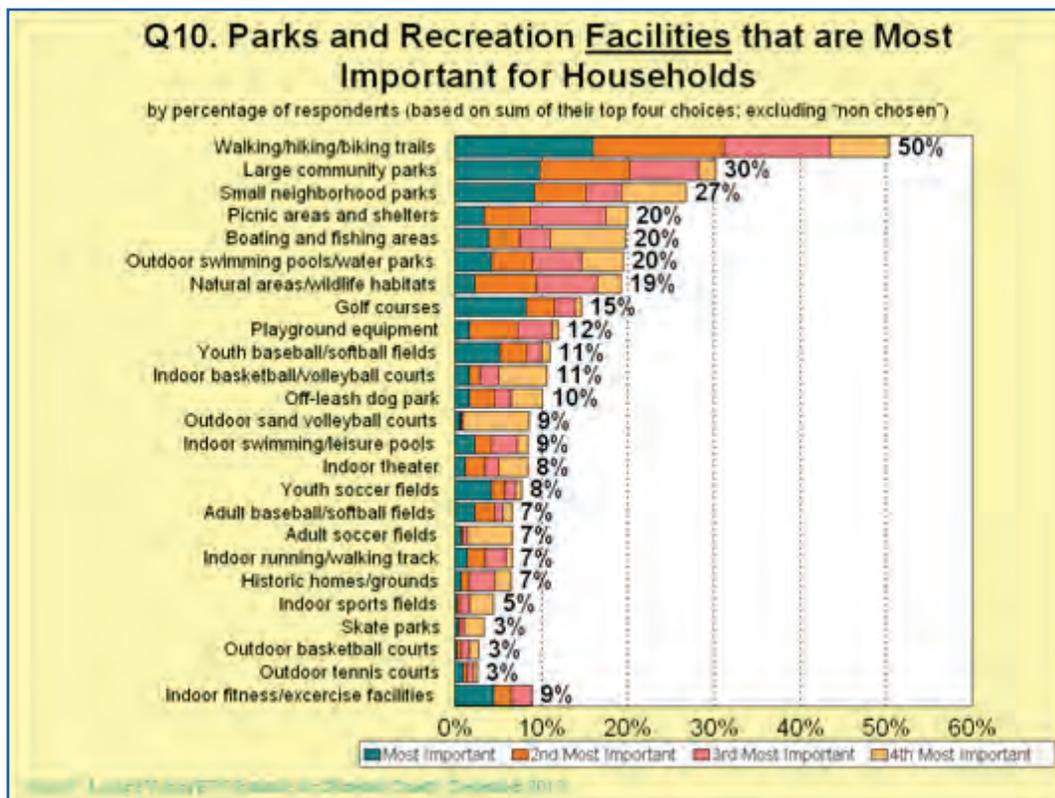
Sixty-seven percent (67%, 48,424 households) of respondents have a need for large community parks. Other respondent needs include Walking / hiking / biking trails (65%, 47,335 households), and Picnic areas and shelters (62%, 45,302 households).





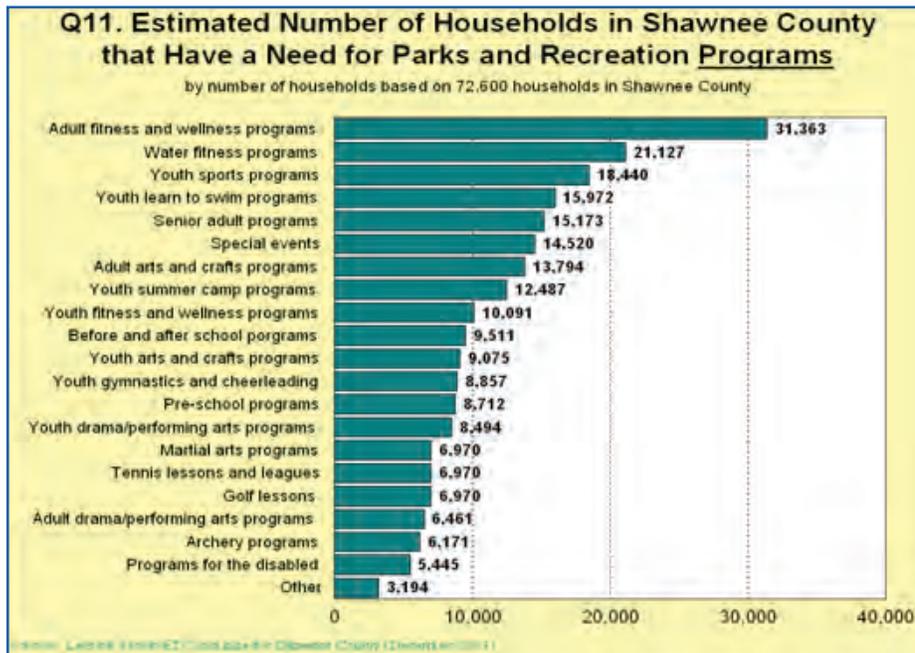
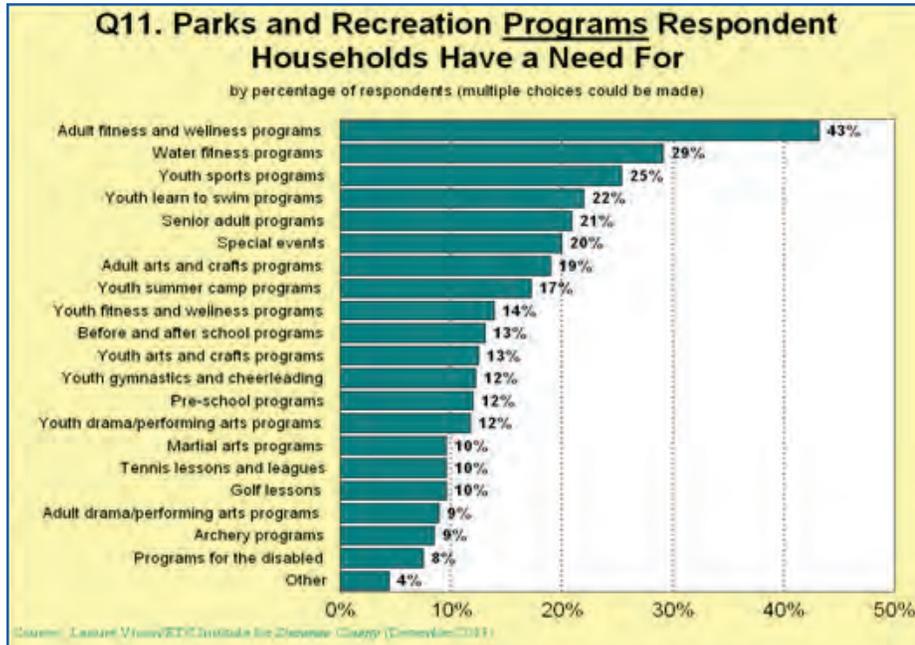
MOST IMPORTANT FACILITIES TO RESPONDENTS

Based on the sum of respondents' top 4 choices, (50%) of respondents chose Walking/hiking/biking trails as the most important facility. Other important facilities to respondent households include Large community parks (30%) and small neighborhood parks (27%).



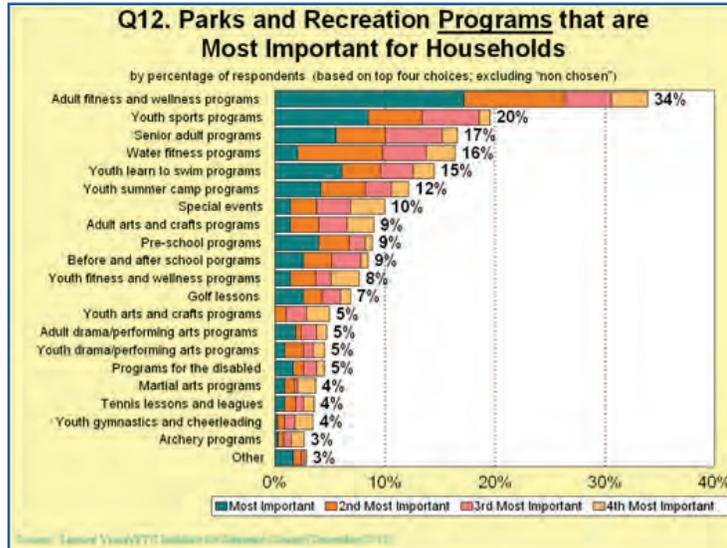
PARKS AND RECREATION PROGRAMS RESPONDENTS HAVE A NEED FOR

Forty-three percent (43%, 31,363 households) of respondents have a need for adult fitness and wellness programs. Other respondent needs include Water fitness programs (29%, 21,127 households), Youth sports programs (25%, 18,440 households), Youth learn to swim programs (22%, 15,972), Senior adult programs (21%, 15,173), Special events (20%, 14,520) and Adult arts and crafts programs (19%, 13,794 households).



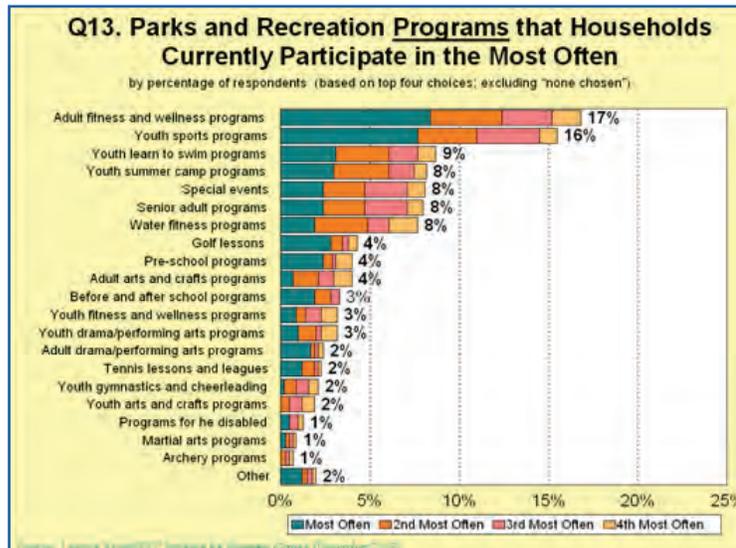
MOST IMPORTANT PROGRAMS TO RESPONDENTS

Based on the sum of respondents' top 4 choices, (34%) of respondents find Adult fitness and wellness programs to be the most important. Other programs that are the most important to respondent households include Youth sports programs (20%), Senior adult programs (17%), Water fitness programs (16%), and Youth learn to swim programs (15%).



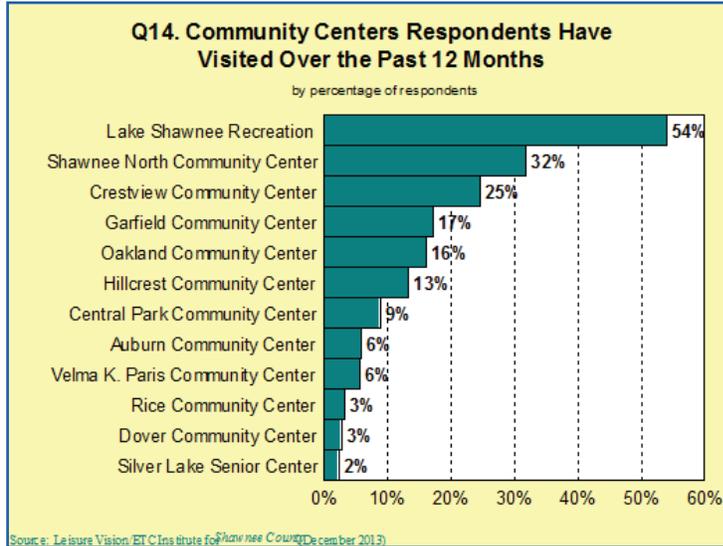
PARKS AND RECREATION PROGRAMS THAT RESPONDENT HOUSEHOLDS CURRENTLY PARTICIPATE IN THE MOST OFTEN

Based on the sum of respondents' top 4 choices, (17%) of respondents currently participate in Adult fitness and wellness programs the most often. Other programs that respondent households currently participate in the most often include Youth sports programs (16%), Youth learn to swim programs (9%), Youth summer camp programs (8%), Special events (8%), Senior adult programs (8%), and Water fitness programs (8%).



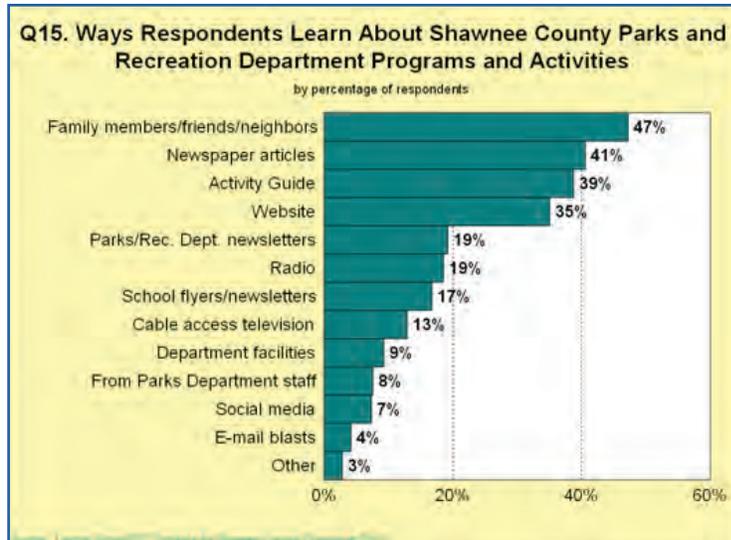
RECREATION CENTERS RESPONDENTS HAVE VISITED OVER THE PAST 12 MONTHS

Fifty-four percent (54%) of respondents visited Lake Shawnee Recreation Center over the past 12 months. Other Recreation Centers that respondents have visited over the past 12 months include Shawnee North Recreation Center (32%) and the Crestview Recreation Center (25%).



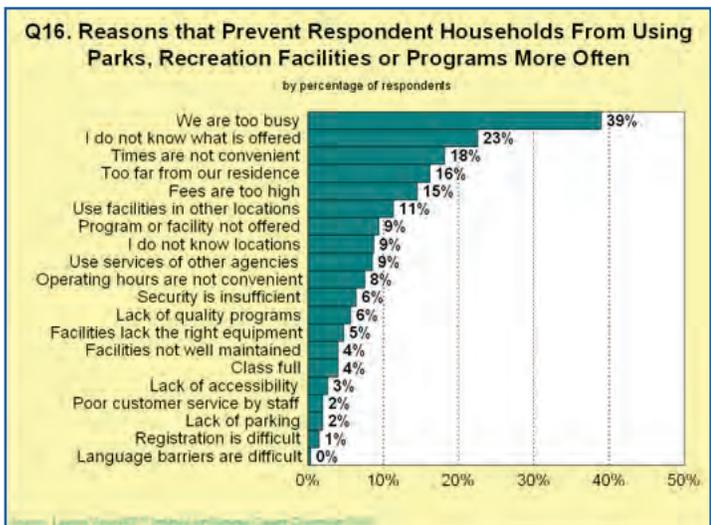
WAYS RESPONDENTS LEARN ABOUT SHAWNEE COUNTY PARKS AND RECREATION DEPARTMENT PROGRAMS AND ACTIVITIES

Forty-seven percent (47%) of respondents utilize family members/friends/neighbors to learn about Shawnee County Parks and Recreation Department programs and activities. Other ways respondents learn about programs and activities include Newspaper articles (41%), Activity Guide (39%), and Website (35%).



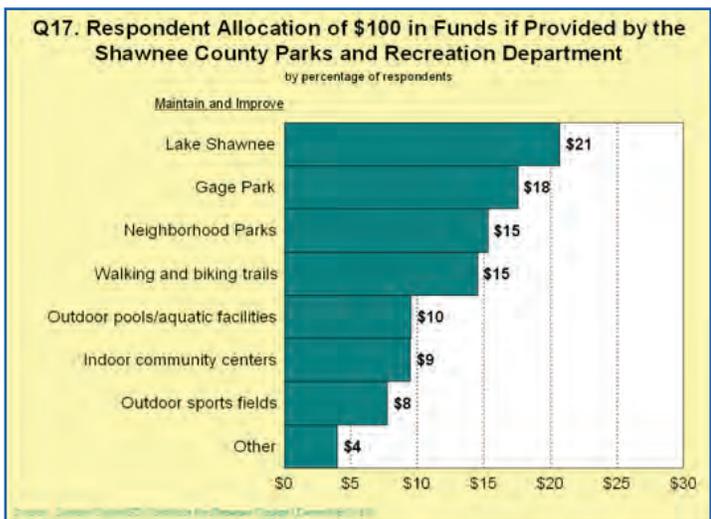
REASONS PREVENTING RESPONDENTS FROM USING PARKS, RECREATION FACILITIES OR PROGRAMS MORE OFTEN

The major reasons preventing survey respondents from using parks and recreation facilities more often is that they are too busy (39%). Other reasons that prevent respondents from utilizing parks, recreation facilities or programs more often include They don't know what is being offered (23%), Park facilities or programs times are not convenient (18%), Too far from residence (16%), or Fees are too high (15%).



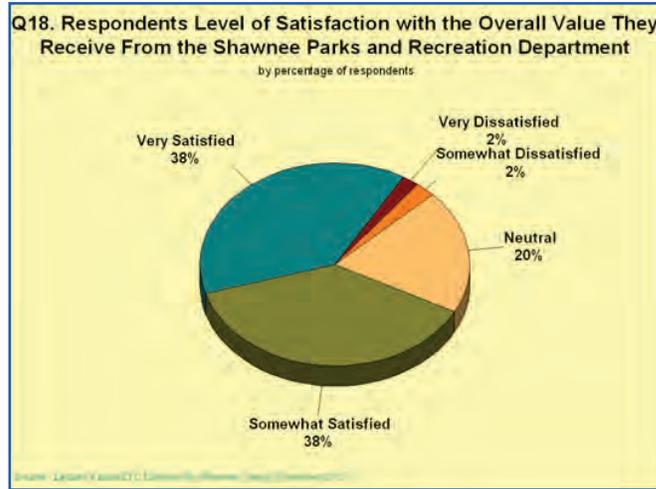
RESPONDENT ALLOCATION OF \$100 IN FUNDS IF PROVIDED BY THE SHAWNEE COUNTY PARKS AND RECREATION DEPARTMENT

Respondents would allocate (\$21) in funds to maintain and improve Lake Shawnee. Other respondent allocations of funding include Gage Park (\$18), Neighborhood parks (\$15), Walking and biking trails (\$15), Outdoor pools and aquatic facilities (\$10), Indoor recreation centers (\$9), Outdoor sports fields (\$8), and (\$4) to Maintain or improve "other" facilities.



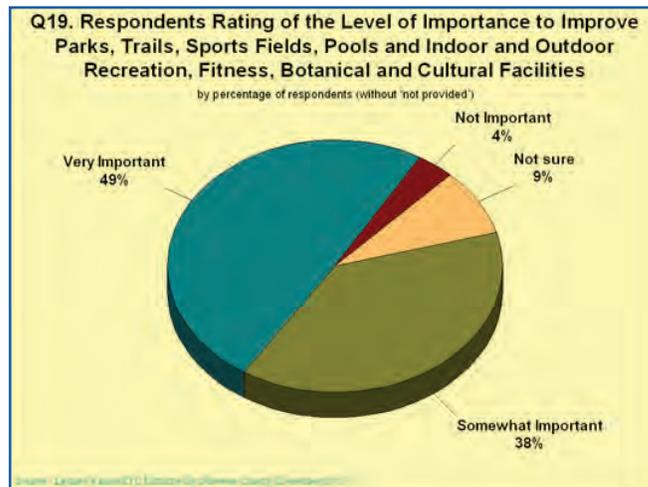
RESPONDENTS LEVEL OF SATISFACTION WITH THE OVERALL VALUE THEY RECEIVE FROM THE SHAWNEE COUNTY PARKS AND RECREATION DEPARTMENT

Seventy-six percent (76%) of survey respondents were either “Very Satisfied” (38%) or “Satisfied” (38%) with the value they receive from the Shawnee County Parks and Recreation Department. Twenty percent (20%) were “Neutral” and only (4%) of survey respondents were either “Dissatisfied” (2%) or “Very Dissatisfied” (2%) with the value they receive.



RESPONDENTS RATING OF THE LEVEL OF IMPORTANCE TO IMPROVE PARKS, TRAILS, SPORTS FIELDS, POOLS AND INDOOR AND OUTDOOR RECREATION, FITNESS, BOTANICAL, AND CULTURAL FACILITIES

Eighty-seven percent (87%) of survey respondents felt that it was either “Very Important” (49%) or “Somewhat Important” (38%) to make improvements to parks, trails, sports fields, pools and indoor and outdoor recreation, fitness, botanical, and cultural facilities. Only (13%) of respondents were either “Not Sure” (9%) or felt that it was “Not Important” (4%).



CHAPTER THREE

COMMUNITY NEEDS ASSESSMENT



3.1 DEMOGRAPHIC AND TRENDS ANALYSIS

The Demographic Analysis provides an understanding of the population within Shawnee County, Kansas. In order to provide a more in-depth analysis, Shawnee County was split into four quadrants and each segment was examined individually. This analysis is reflective of the total population, and its key characteristics such as age segments, income levels, race, and ethnicity.

It is important to note that future projections are all based on historical patterns and unforeseen circumstances during or after the time of the projections, which could have a significant bearing on the validity of the final projections.

3.1.1 DEMOGRAPHIC OVERVIEW

The total population of Shawnee County experienced a small increase of approximately 4.9% from 169,866 in 2000 to 178,210 in 2010. During the period between Censuses, the lowest rate of growth was within Quad 2 (0.7%), and the largest rate of growth was within Quad 1 (8.3%). The current 2012 estimate shows Quad 2 (54,347 people) represents the largest population, followed by Quad 3 (47,499 people) and Quad 4 (43,826 people), and the smallest population is within Quad 1 (34,433 people). Predictions for 2017 and 2027 expect all four quadrants to continue to grow but at a much slower rate than the national average.

Overall, the current estimate for 2012 depicts Shawnee County as a family-oriented area, where approximately 62% of total households are families. According to 2012 estimates, the highest percentage of families per household is in Quad 4 (67%), and the lowest is in Quad 1 (58%).

The total number of households in Shawnee County grew by approximately 5.2% overall between 2000 and 2010. In that 10-year period, Quad 3 (11%), Quad 1 (9%), and Quad 4 (3.3%) all experienced growth in total households, while only Quad 2 (-1.5%) underwent a decrease. Shawnee County consists of 73,537 total households based on 2012 estimates, with more than 55% of the county total residing in Quad 2 (20,881 households) and Quad 3 (20,205 households). Projections estimate that Shawnee County will have 75,450 households by 2017, and 79,327 households by 2027.

Based on 2012 estimates, Shawnee County’s median household income (\$43,900) and per capita income (\$24,950) are below the Kansas State averages and the national averages. Only Quad 3 demonstrated economic characteristics that were above both state and national averages, with a median household income of \$57,140 and per capita income of \$31,531. Quad 2 represents the lowest of the four quadrants, with a median household income of \$32,261 and per capita income of \$19,003.

According to the 2010 Census, the population of Shawnee County is slightly older (38.1 years) than the median age of the U.S. (37.2 years). The median ages of Quad 2 (35.1 years) and Quad 4 (36.4 years) are younger than the U.S., while Quad 1 (40.2 years) and Quad 3 (41.3 years) are older than the U.S. based on 2010 Census results. Projections show that by 2027 all four quadrants expect to undergo an aging trend, with the 55+ age group representing approximately 30% to 40% of the overall population for each area.

The overall gender balance of Shawnee County’s residents is slightly skewed toward females (51.5%), which represent 92,824 of the estimated 2012 population. Quad 2 is the only area with more men than women by less than 0.1%. Projections through 2027 expect the distribution to remain in favor of females.

The estimated 2012 population of Shawnee County is predominantly White Alone, composed of at least 74% Caucasian in each of the four quadrants. The least diverse area is Quad 1 (89.67% White Alone), followed by Quad 3 (86.65% White Alone), Quad 2 (75.39% White Alone), and Quad 4 (74.81% White Alone). Future projections show that by 2027 the overall composition of the population will undergo very little change and will continue to be limited in diversity, with no single race category in any quadrant increasing or decreasing its representation by more than three percentage points. However, Shawnee County has seen notable growth among people of Hispanic/Latino Origin, led by Quad 2 (24.18% Hispanic/Latino by 2027) and Quad 4 (18.06% Hispanic Latino by 2027).

METHODOLOGY

Demographic data used for the analysis was obtained from U.S. Census Bureau and from Environmental Systems Research Institute, Inc. (ESRI), the largest research and development organization dedicated to Geographical Information Systems (GIS) and specializing in population projections and market trends. All data was acquired in May 2013 and reflects actual numbers as reported in the 2000 and 2010 Census and estimates for 2012 and 2017 as obtained by ESRI. Straight-line linear regression was utilized for projected 2022 and 2027 demographics. The Shawnee County geographic boundary was split into quadrants and utilized as the demographic analysis boundary shown in **Figure 1**.

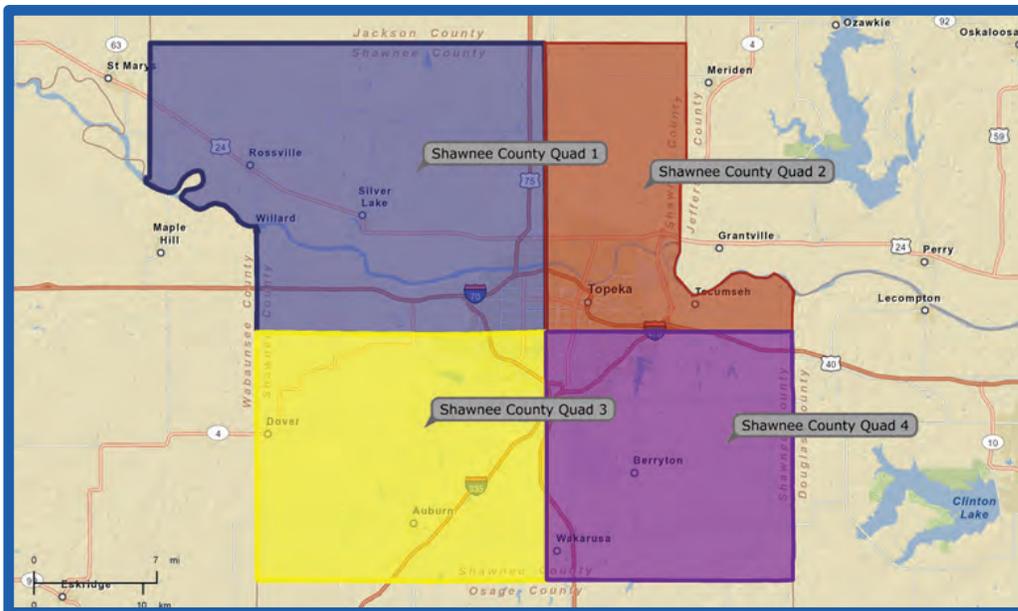


Figure 1 - Shawnee County Boundaries with Quadrants

RACE AND ETHNICITY DEFINITIONS

The minimum categories for data on race and ethnicity for Federal statistics, program administrative reporting, and civil rights compliance reporting are defined as below. The Census 2010 data on race are not directly comparable with data from the 2000 Census and earlier censuses; caution must be used when interpreting changes in the racial composition of the US population over time. The latest (Census 2010) definitions and nomenclature are used within this analysis.

- American Indian – This includes a person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
- Asian – This includes a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- Black – This includes a person having origins in any of the black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander – This includes a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- White – This includes a person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- Hispanic or Latino – This is an ethnic distinction, a subset of a race as defined by the Federal Government; this includes a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.



3.1.2 SHAWNEE COUNTY POPULACE

POPULATION

As seen in **Figure 2**, Quad 1 of Shawnee County has the smallest population of the four quadrants, but is increasing at the fastest rate. From 2000 to 2010, the area grew 9.1% from 31,177 people to 34,008 people. Future projections expect Quad 1 to grow at a slow rate and reach 38,219 residents living within 16,973 households by 2027.

Figure 3 depicts the total population for the largest of the Shawnee County quadrants, Quad 2. Although it has the largest population, it is also growing at the slowest rate, increasing by less than 1% between 2000 and 2010. In the years between censuses, the population grew by less than 400 people, from 53,458 to 53,834. Based on predictions through 2027, Quad 2 will remain the most populace of the four quadrants, but also continue to grow at the slowest rate. Quad 2 is expected to have 56,240 residents within 21,302 households by 2027.

In **Figure 4**, Shawnee County Quad 3 represents the second largest population of the four quadrants. From 2000 to 2010, the population of Quad 3 grew by 7.2%, from 43,843 to 47,018 people. As compared to the other quadrants of Shawnee County, Quad 3 is one of the fastest growing, but falls well short of the national growth rate. By 2027, the area is expected to have 51,770 people living within 22,761 households.

Figure 5 shows the total population for Quad 4 of Shawnee County, which is the third largest of the four quadrants. This area experienced small growth of 4.7% (from 41,388 to 43,350 people) between 2000 and 2010. Predictions show that the population of Quad 4 will continue to slowly climb to 47,004 people residing in 18,291 households by 2027.

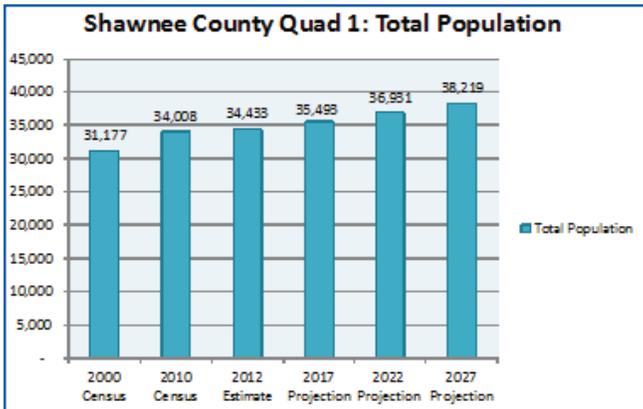


Figure 2 - Total Population of Quad 1

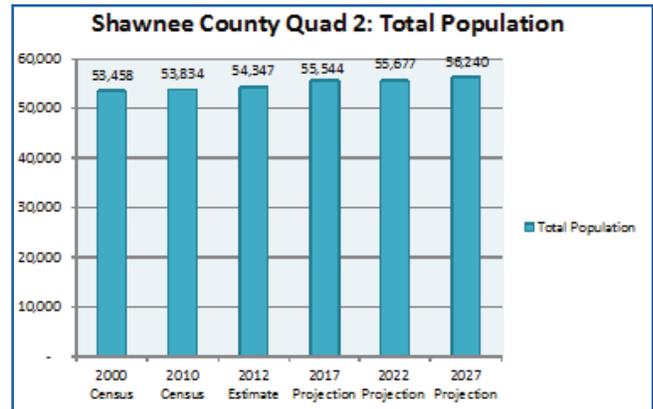


Figure 3 - Total Population of Quad 2

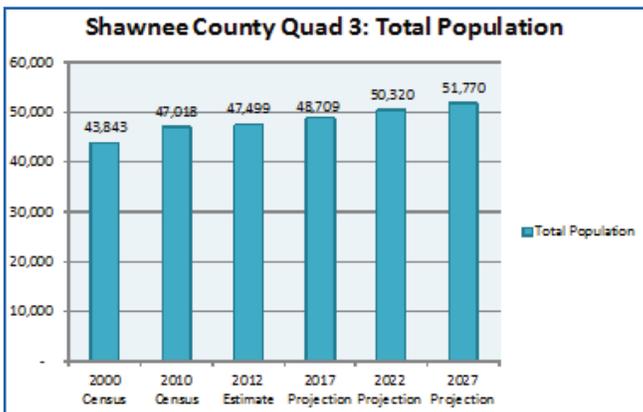


Figure 4 - Total Population of Quad 3

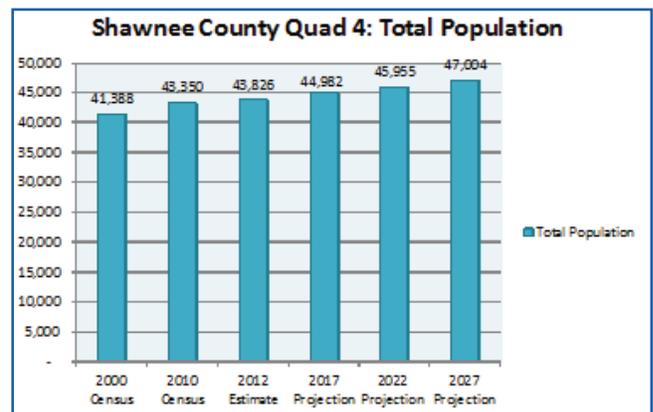


Figure 5 - Total Population of Quad 4

AGE SEGMENT

Figure 6 illustrates the age segmentation for Quad 1 of Shawnee County. Based on the 2010 U.S. Census, Quad 1 represents the second oldest quadrant in Shawnee County with a median age of 40.2 years. In 2000, the distribution of Quad 1 was fairly evenly split among the four major age groups, with the 35-54 age group comprising 29.7% of the total population. By 2010, the most notable shift among age segments was between the 35-54 age group (decreased from 29.7% to 25%) and the 55+ age group (increased from 26.8% to 30.9%). Future predictions through 2027 expect Quad 1 to continue to age at a rapid pace, with each of the three youngest segments gradually decreasing to approximately 20% of the total population, and the 55+ segment emerging as the single largest age group by far, totaling 38.8% of the population.

The distribution of age segments among Quad 2 of Shawnee County is shown in **Figure 7**. In 2010, this quadrant represented the youngest of the four areas evaluated within the county, with a median age of 35.1 years. According to the 2000 Census numbers, Quad 2 was somewhat balanced between the four major age groups, with the 35-54 segment as the largest at 29.4% of the total population and the 55+ age group as the smallest at 20.5%. By 2010, the 35-54 segment (decreased from 29.4% to 27.1%) and the 55+ (increased from 20.5% to 23%) both underwent movement toward the middle and made the age distribution nearly equal across all four major age groups. Forecasts predict that by 2027 Quad 2 will continue to undergo an aging trend, with a slow decline in the three youngest age groups and the rise of the 55+ age group to represent 30% of the total population. Although it expects an aging trend, Quad 4 will remain the youngest of the four quadrants within Shawnee County through 2027.

In **Figure 8**, the age segmentation of Quad 3 in Shawnee County is depicted. This was the oldest of the four quadrants, with a median age of 41.3 years in 2010. In 2000, the largest age group was the 35-54 segment (31.7%) and the smallest was the 18-34 age group (20.3%). By 2010, Quad 3 recognized a large shift in both the 55+ segment (increased from 23.7% to 31.1%) and the 35-54 segment (decreased from 31.7% to 26.1%). Projections indicate that Quad 3 will continue to age, as the three youngest age groups gradually decrease and the 55+ escalates to 39.8% of the total population by 2027. Based on these predictions, Quad 3 will remain the oldest of the four quadrants within Shawnee County, containing the largest representation of the 55+ age segment.

Figure 9 shows the distribution of the four major age segments within Quad 4 of Shawnee County. In 2010, Quad 4 was the second youngest of the four quadrants, with a median age of 36.4 years. Based on the 2000 Census, the 35-54 age group was the largest segment at 30%, and the smallest group was the 18-34 segment at 21.2%. By 2010, Quad 4 witnessed a notable shift in the 35-54 segment (decreased from 30% to 25.4%) and the 55+ segment (increased from 21.9% to 26.2%). Forecasts through 2027 show that Quad 4 will continue to age, as the 55+ age group grows to 34.2% of the total population, and a slow decline is experienced by each of the three youngest age segments.

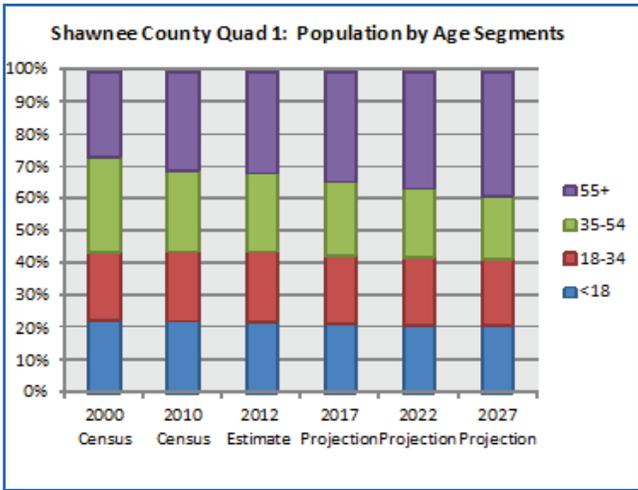


Figure 6 - Population by Age Segment Quad 1

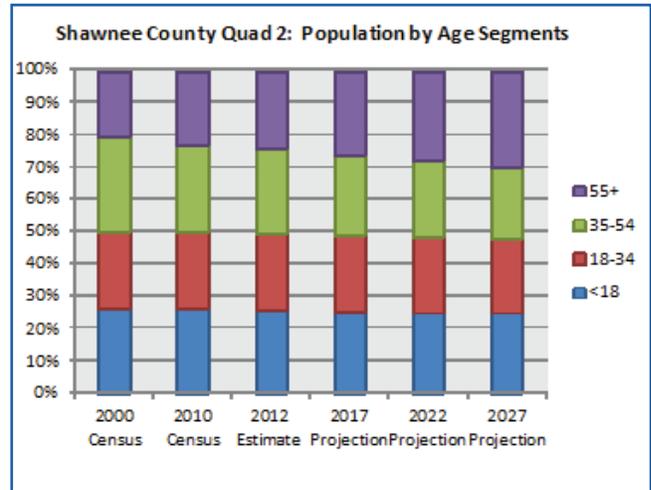


Figure 7 - Population by Age Segment Quad 2

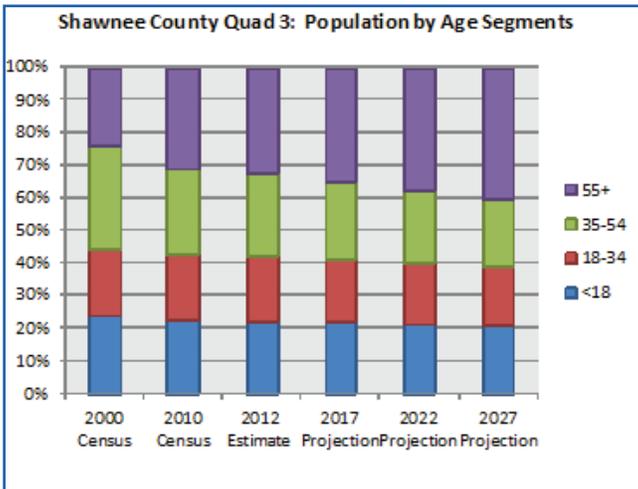


Figure 8 - Population by Age Segment Quad 3

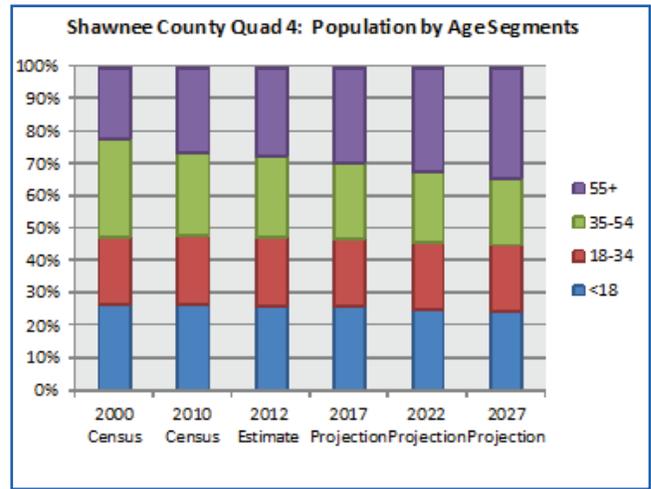


Figure 9 - Population by Age Segment Quad 4

RACE AND ETHNICITY

From a race standpoint, Shawnee County is limited in its diversity. In 2012, it was estimated that 80.95% of the total population of Shawnee County fell into the White Alone category. Predictions through 2027 expect very little diversification within the county, but it will recognize a significant rise in the Hispanic/Latino population.

Figure 10 shows the racial composition of Quad 1 within Shawnee County. This is the least diverse of the four quadrants, comprised of 89.67% Whites based on the 2012 estimate. The Black Alone and Two or More Races groups represent the largest of the minorities, at 3.72% and 3.31%, respectively, in 2012. From 2000 to 2010, Quad 1 underwent a slight decline in the White Alone category from 92.49% to 89.86%. Projections through 2027 anticipate very little change in the diversity for Quad 1, with the White Alone group only decreasing to 87.64% and none of the minorities experiencing any significant change. As seen in **Figure 12**, Quad 1 has a small, slow-growing population of Hispanic/Latinos. This quadrant is projected to have the smallest percentage of Hispanic/Latino origin, representing only 8.16% of the total population in 2027.

Figure 11 describes the population by race for Quad 2 of Shawnee County. Although it is the most diverse of the quadrants evaluated, Quad 2 remains predominately White Alone, making up 75.39% of its population in 2012. The largest minority in 2012 was the Black Alone category, which was trending downward to represent 10.4% of the total population. In the period between the Censuses of 2000 and 2010, Quad 2 underwent very little change in racial distribution, with only the Black Alone and the Two or More Races categories experiencing any movement from 12.4% and 3.69%, to 10.56% and 5.03% respectively. Forecasts indicate that the area's racial composition will remain virtually unchanged through 2027; however, Quad 2 does expect significant growth among those of Hispanic/Latino ethnicity, which is illustrated in **Figure 13**. Predictions anticipate that Quad 2 will have the largest percentage of Hispanic/Latinos among the four quadrants, representing 24.18% of the total population by 2027.

As seen in **Figure 14**, Quad 3 of Shawnee County is the second least diverse of the quadrants studied. It consists of a large majority of the White Only category estimated at 86.65% of the total population in 2012. The largest minority groups in 2012 were Black Alone (5.41%) and Two or more Races (3.35%). From 2000 to 2010, the White Alone category witnessed a slight decrease from 89.23% to 86.82%, and no minority underwent any notable movement over the same period. Projections expect Quad 3 will go through the least amount of change in its overall racial composition as compared to all quadrants within Shawnee County. By 2027, Quad 3 is expected to be predominately White Alone (84.69%), followed by Black Alone (5.68%), and Two or More Races (4.22%). In **Figure 16**, the Hispanic/Latino population in Quad 3 exhibits similar characteristics to those of Quad 1. Hispanic/Latinos have experienced slow growth from 3.75% in 2000 to an estimated 6.07% in 2012, and are expected to reach 8.53% by 2027.

The racial distribution of Quad 4 is examined in **Figure 15**. As reflected in overall composition of Shawnee County, Quad 4 is predominately White Alone, which makes up 74.81% of the estimated 2012 population. The Black Alone minority accounted for 13.16% of total population for the quadrant in 2012, followed by Two or More Races (5.12%) and Some Other Race (4.79%). Based on U.S. Census results, the White Alone category fell from 78.41% in 2000 to 75.08% in 2010. In the same time period only the Two or More Race (increased from 3.1% to 4.89%) and Some Other Race (increased from 3.15% to 4.65%) categories experienced a very minute change. Predictions indicate that Quad 3 will undergo the most diversification within Shawnee County. By 2027, it is expected to overtake Quad 2 as the most diverse quadrant, with the White Alone decreasing to 72.03%, followed by Black Alone (12.85%), Two or More Races (6.49%) and Some Other Race (6.38%). As illustrated in **Figure 27**, Quad 4 has seen an increase in those of Hispanic/Latino origin. It has the second largest representation of Hispanic/Latinos, growing from 7.29% in 2000 to 12.24% in 2010, and expected to increase to 18.06% of the population by 2027.

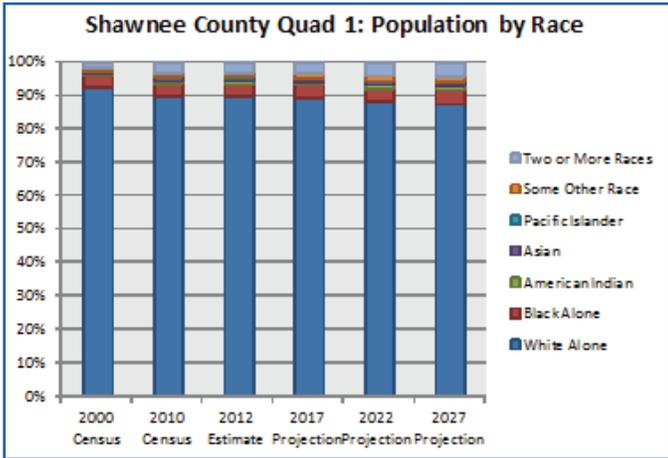


Figure 10 - Population by Race Quad 1

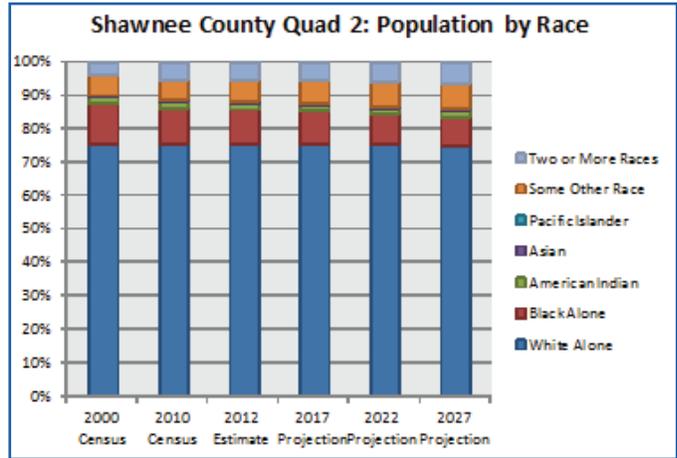


Figure 11 - Population by Race Quad 2

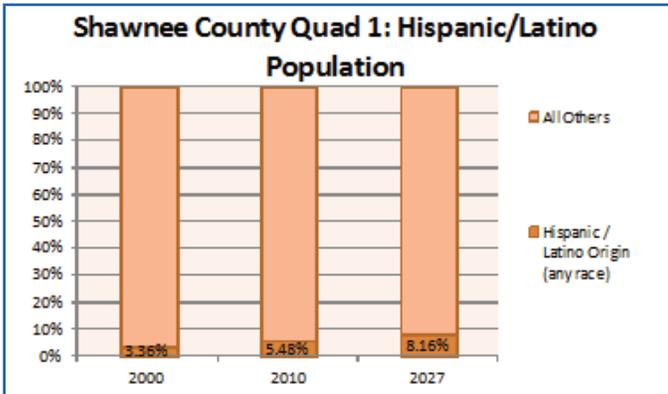


Figure 12- Percentage of Hispanic/Latino Origin Quad 1

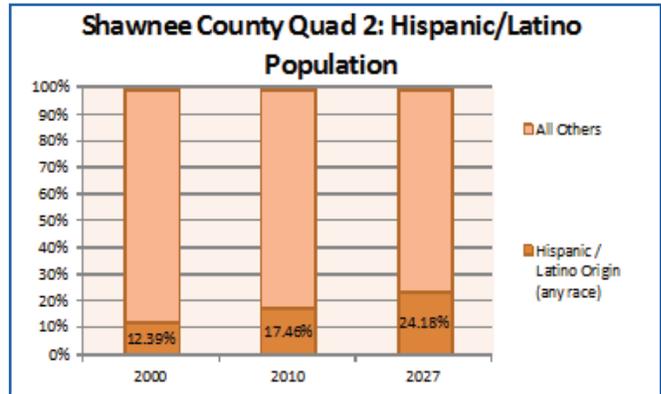


Figure 13- Percentage of Hispanic/Latino Origin Quad 2



SHAWNEE COUNTY
PARKS & RECREATION
Parks and Recreation Master Plan

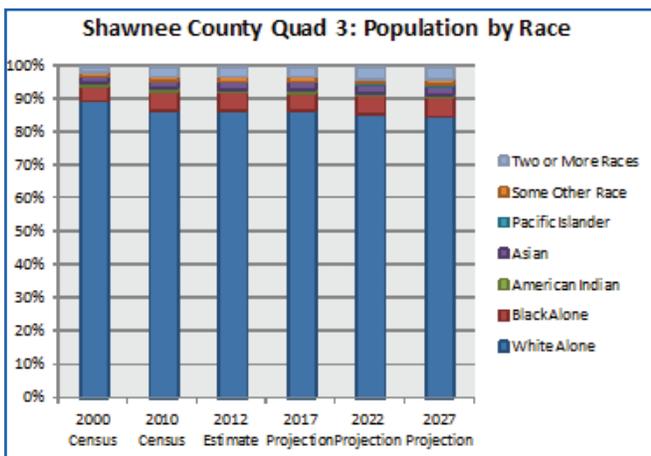


Figure 14- Population by Race for Quad 3

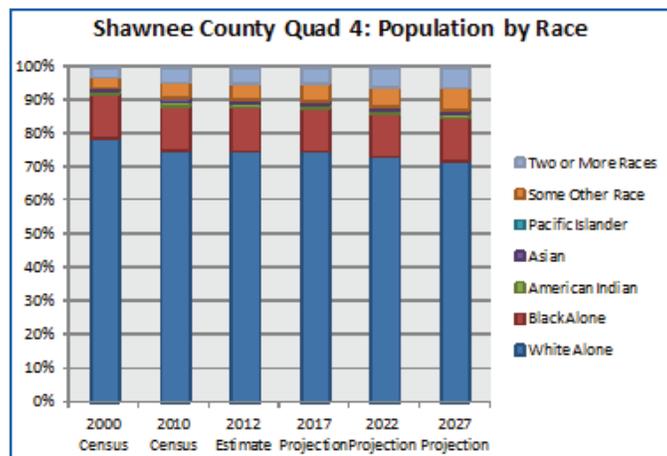


Figure 15- Population by Race for Quad 4

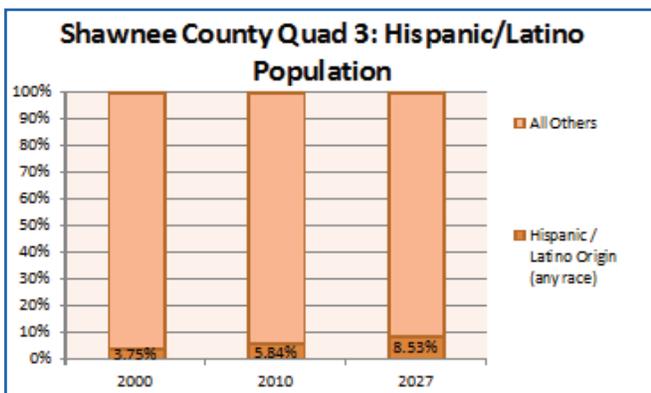


Figure 16- Percentage of Hispanic/Latino Origin Quad 3

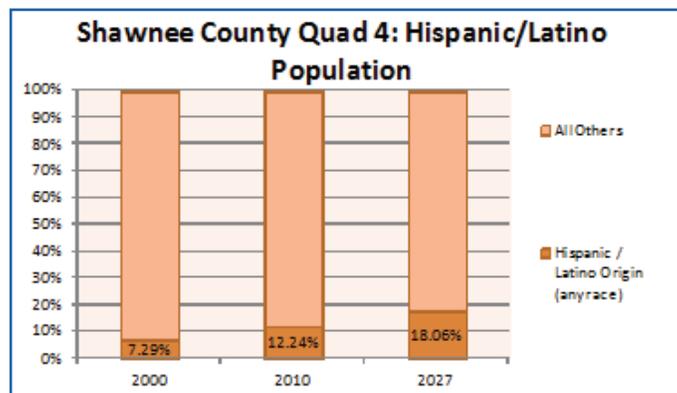


Figure 17- Percentage of Hispanic/Latino Origin Quad 4

HOUSEHOLDS AND INCOME

Overall, Shawnee County demonstrates income characteristics that fall below both state and national averages. The wealthiest area was within Quad 3, followed, in descending order, by Quad 1, Quad 4 and Quad 2. In evaluating income characteristics of the four quadrants within Shawnee County, the median household income represents the earnings of all persons age 16 years or older living together in a housing unit. Kansas State averages for 2012 were determined to equal \$48,964 for median household income and \$25,438 for per capita income. National averages for 2012 were deemed to be \$52,762 for median household income and \$27,915 for per capita income.

As seen in **Figure 18**, Quad 1 of Shawnee County is the second wealthiest quadrant, and demonstrates steady growth trends in income characteristics. The median household income was \$43,617 in 2000, and increased to \$46,758 in 2012. The per capita income also increased from \$23,921 in 2000 to \$27,754 in 2012, and is expected to reach \$36,015 by 2027. **Figure 20** shows that Quad 1 falls below both state and national averages for median household income and its per capita income is above the state average, but falls just below the national average.

Figure 19 depicts the income characteristics of the least wealthy quadrant in Shawnee County, Quad 2. The median household income for Quad 2 had a slight increase from \$31,787 in 2000 to \$32,261 in 2012, and is expected to reach \$39,032 by 2027. Per capita income for the area is also rising from \$16,593 in 2000 to \$19,003 in 2012, and is projected to reach \$24,137 by 2027. Comparatively, Quad 2 falls well below state and national averages for both median household income and per capita income (**Figure 21**).

The wealthiest portion of Shawnee County is Quad 3, illustrated in **Figure 22**. Median Household income for the area increased from \$51,249 in 2000 to \$57,140 in 2012, and is forecasted to be \$75,652 by 2027. Quad 3 has also seen an upward trend in per capita income, increasing from \$25,331 in 2000 to \$31,531 in 2012, and expected to reach \$41,496 based on 2027 projections. **Figure 24** reveals median household income and per capita income for Quad 3 are significantly higher than both state and national averages.

In **Figure 23**, the household income characteristics for Quad 4 of Shawnee County are exhibited. Its median household income increased slightly from \$40,672 in 2000 to \$41,017 in 2012, and is expected to escalate to \$52,575 by 2027. Per capita income has also been on the rise for Quad 4, up from \$19,495 in 2000 to \$21,362 in 2012, and is projected to be \$26,629 by 2027. Quad 4 falls below both state and national levels for median household income and per capita income (**Figure 25**).

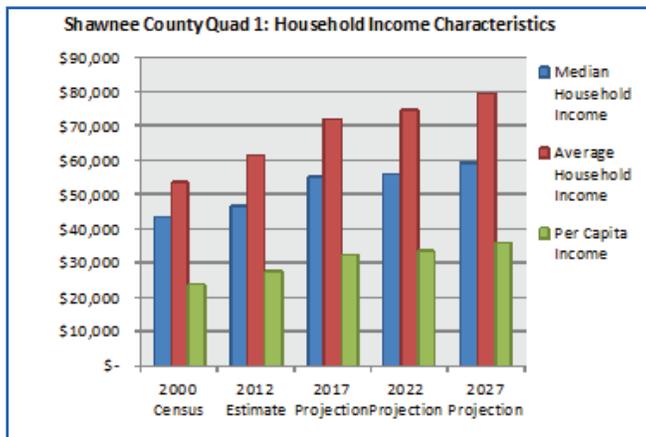


Figure 18 - Household Income Characteristics for Quad 1

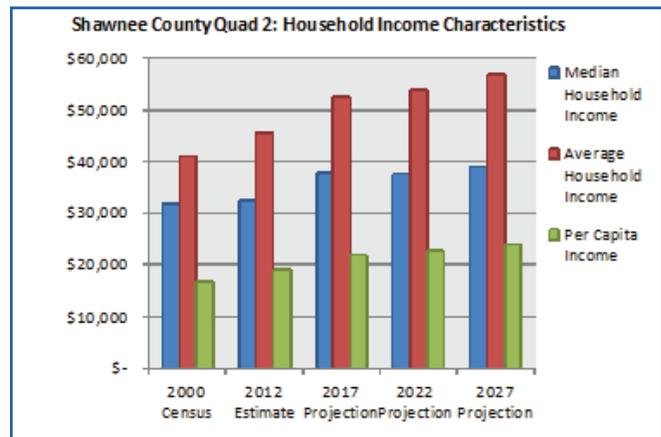


Figure 19 - Household Income Characteristics for Quad 2



SHAWNEE COUNTY PARKS & RECREATION Parks and Recreation Master Plan

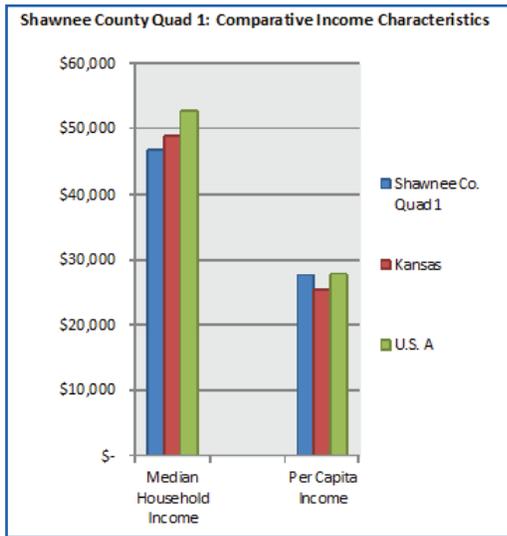


Figure 20 - Comparative Income Characteristics Quad 1

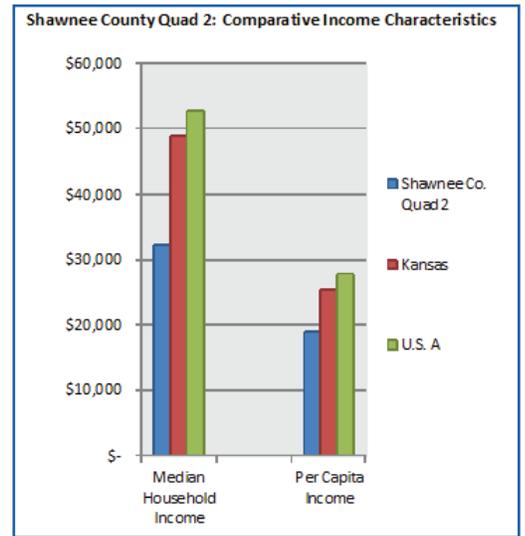


Figure 21 - Comparative Income Characteristics Quad 2

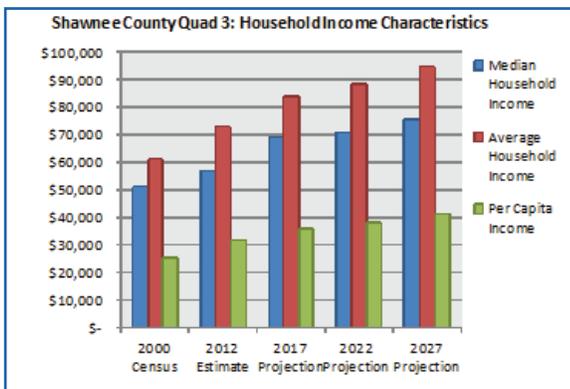


Figure 22 - Household Income Characteristics for Quad 3

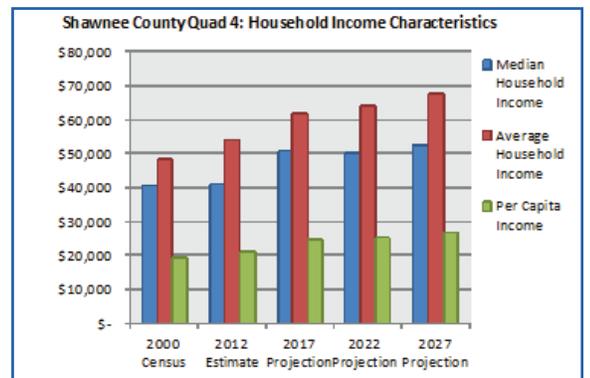


Figure 23 - Household Income Characteristics for Quad 4

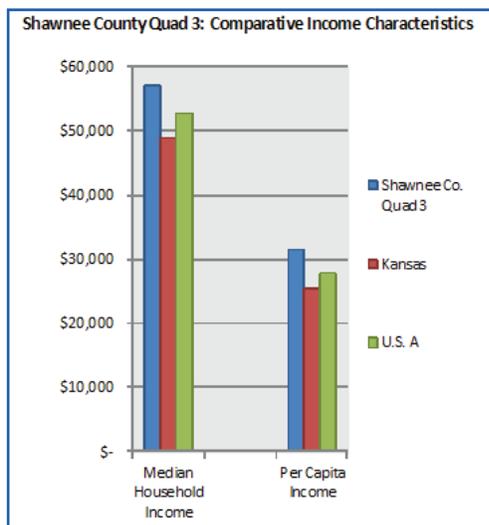


Figure 25 - Comparative Income Characteristics for Quad 3

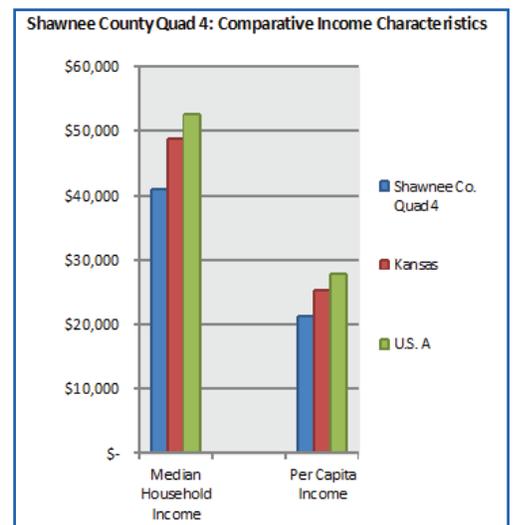


Figure 24 - Comparative Income Characteristics for Quad 4

3.1.3 TRENDS ANALYSIS

Information released by Sports & Fitness Industry Association's (SFIA) 2013 Study of Sports, Fitness, and Leisure Participation reveals that the most popular sport and recreational activities include fitness walking, treadmill, running/jogging, free weights, and bicycling. Most of these activities appeal to both young and old alike, can be done in most environments, are enjoyed regardless of level of skill, and have minimal economic barriers to entry. These popular activities also have appeal because of the social aspect. For example, although fitness activities are mainly self-directed, people enjoy walking and biking with other individuals because it can offer a degree of camaraderie.

Fitness walking has remained the most popular activity of the past decade by a large margin. Walking participation during the last year data was available (2012), reported over 114 million Americans had walked for fitness at least once.

From a traditional team sport standpoint, basketball ranks highest among all sports, with nearly 24 million people reportedly participating in 2012. Team sports that have experienced significant growth in participation are lacrosse, rugby, ice hockey, ultimate Frisbee, gymnastics, beach volleyball, and fast pitch softball – all of which have experienced double digit growth over the last five years. Most recently, ice hockey, roller hockey, and fast pitch softball underwent the most rapid growth among team sports from 2011 to 2012.

In the past year, there has been a slight 1.9% increase of “inactives” in America, from 78.9 million in 2011 to 80.4 million in 2012. According to the Physical Activity Council, an “inactive” is defined as an individual that doesn't take part in any “active” sport. On the bright side, there is evidence that the rate of increase in inactivity is slowing down. Even more encouraging is that an estimated 33% of Americans above the age of 6 are active to a healthy level, taking part in a high calorie burning activity three or more times per week.

The Sports & Fitness Industry Association (SFIA) Sports, Fitness & Recreational Activities Topline Participation Report 2013 was utilized to evaluate national sport and fitness participatory trends. SFIA is the number one source for sport and fitness research. The study is based on online interviews carried out in January and February of 2013 from more than 38,000 individuals and households.

NOTE: In 2012, the Sports & Fitness Industry Association (SFIA) came into existence after a two-year strategic review and planning process with a refined mission statement: “To Promote Sports and Fitness Participation and Industry Vitality.” The SFIA was formerly known as the Sporting Goods Manufacturers Association (SGMA).

3.1.4 NATIONAL TRENDS IN GENERAL SPORTS

Basketball, a game originating in the U.S., is actually the most participated in sport among the traditional “bat and ball” sports with almost 24 million estimated participants. This popularity can be attributed to the ability to compete with relatively small number of participants, the limited amount of equipment needed to participate, and the limited space requirements necessary – the last of which make basketball the only traditional sport that can be played at the majority of American dwellings as a drive-way pickup game.

As seen in **Figure 26**, since 2007, squash and other niche sports like lacrosse and rugby have seen strong growth. Squash has emerged as the overall fastest growing sport, as it has seen participation levels rise by over 110% over the last five years. Based on survey findings from 2007-2012, lacrosse and rugby have experienced significant growth, increasing by 51.9% and 43.8% respectively. Other sports with notable growth in participation over the last five years were ice hockey (28.4%), ultimate Frisbee (27.1%), gymnastics (25.8%), and beach volleyball (16.2%). From 2011 to 2012, the fastest growing general sports were squash (16%), ice hockey (10.9%), roller hockey (10.5%), and fast pitch softball (9.3%).

In terms of total participants, the most popular activities in the general sports category in 2012 include basketball (23.7 million), tennis (17 million), baseball (13 million), outdoor soccer (12.9 million), and slow pitch softball (7.4 million). All five of these sports have been declining in recent years; however, the sheer number of participants demands the continued support of these sports.

National Participatory Trends - General Sports											
Activity	Participation Levels						% Change				
	2007	2008	2009	2010	2011	2012	11-12	10-12	09-12	08-12	07-12
Baseball	16,058	15,539	14,429	14,198	13,561	12,976	-4.3%	-8.6%	-10.1%	-16.5%	-19.2%
Basketball	25,961	26,108	25,131	25,156	24,790	23,708	-4.4%	-5.8%	-5.7%	-9.2%	-8.7%
Cheerleading	3,279	3,192	3,070	3,134	3,049	3,244	6.4%	3.5%	5.7%	1.6%	-1.1%
Field Hockey	1,127	1,122	1,092	1,182	1,147	1,237	7.8%	4.7%	13.3%	10.2%	9.8%
Football, Flag	N/A	7,310	6,932	6,660	6,325	5,865	-7.3%	-11.9%	-15.4%	-19.8%	N/A
Football, Tackle	7,939	7,816	7,243	6,850	6,448	6,220	-3.5%	-9.2%	-14.1%	-20.4%	-21.7%
Football, Touch	N/A	10,493	9,726	8,663	7,684	7,295	-5.1%	-15.8%	-25.0%	-30.5%	N/A
Gymnastics	4,066	3,975	3,952	4,418	4,824	5,115	6.0%	15.8%	29.4%	28.7%	25.8%
Ice Hockey	1,840	1,871	2,018	2,140	2,131	2,363	10.9%	10.4%	17.1%	26.3%	28.4%
Lacrosse	1,058	1,092	1,162	1,423	1,501	1,607	7.1%	12.9%	38.3%	47.2%	51.9%
Racquetball	4,229	4,611	4,784	4,603	4,357	4,070	-6.6%	-11.6%	-14.9%	-11.7%	-3.8%
Roller Hockey	1,681	1,569	1,427	1,374	1,237	1,367	10.5%	-0.5%	-4.2%	-12.9%	-18.7%
Rugby	617	654	720	940	850	887	4.4%	-5.6%	23.2%	35.6%	43.8%
Soccer (Indoor)	4,237	4,487	4,825	4,920	4,631	4,617	-0.3%	-6.2%	-4.3%	2.9%	9.0%
Soccer (Outdoor)	13,708	13,996	13,957	13,883	13,667	12,944	-5.3%	-6.8%	-7.3%	-7.5%	-5.6%
Softball (Fast Pitch)	2,345	2,331	2,476	2,513	2,400	2,624	9.3%	4.4%	6.0%	12.6%	11.9%
Softball (Slow Pitch)	9,485	9,660	9,180	8,477	7,809	7,411	-5.1%	-12.6%	-19.3%	-23.3%	-21.9%
Squash	612	659	796	1,031	1,112	1,290	16.0%	25.1%	62.1%	95.8%	110.8%
Tennis	16,940	17,749	18,546	18,719	17,772	17,020	-4.2%	-9.1%	-8.2%	-4.1%	0.5%
Track and Field	4,691	4,604	4,480	4,383	4,341	4,257	-1.9%	-2.9%	-5.0%	-7.5%	-9.3%
Ultimate Frisbee	4,038	4,459	4,636	4,571	4,868	5,131	5.4%	12.3%	10.7%	15.1%	27.1%
Volleyball (Court)	6,986	7,588	7,737	7,315	6,662	6,384	-4.2%	-12.7%	-17.5%	-15.9%	-8.6%
Volleyball (Sand/Beach)	3,878	4,025	4,324	4,752	4,451	4,505	1.2%	-5.2%	4.2%	11.9%	16.2%
Wrestling	3,313	3,335	3,170	2,536	1,971	1,922	-2.5%	-24.2%	-39.4%	-42.4%	-42.0%

NOTE: Participation figures are in 000's for the US population ages 6 and over

Legend: Large Increase (greater than 25%) Moderate Increase (10% to 25%) Moderate Decrease (10% to 25%) Large Decrease (less than -25%)

Figure 26 - General Sports Participatory Trends

3.1.5 NATIONAL TRENDS IN AQUATIC ACTIVITY

Swimming is unquestionably a lifetime sport. Swimming activities have remained very popular among Americans, and all three categories have seen an increase in participation recently. Fitness swimming is the absolute leader in multigenerational appeal with over 23 million reported participants in 2012, a 7.9% increase from the previous year (**Figure 27**). NOTE: In 2011, recreational swimming broke into competition and fitness categories in order to better identify key trends.

Aquatic exercise has a strong participation base, and has reversed a downward trend in the last few years. Aquatic exercise has paved the way for a less stressful form of physical activity, allowing similar gains and benefits to land-based exercise, including aerobic fitness, resistance training, flexibility, and better balance. Doctors have begun recommending aquatic exercise for injury rehabilitation, mature patients, and patients with bone or joint problems due to the significant reduction of stress placed on weight-bearing joints, bones, muscles, and also the affect that the pressure of the water assists in reducing swelling of injuries.

National Participatory Trends - Aquatics											
Activity	Participation Levels						% Change				
	2007	2008	2009	2010	2011	2012	11-12	10-12	09-12	08-12	07-12
Aquatic Exercise	9,757	9,512	8,965	8,947	9,042	9,177	1.5%	2.6%	2.4%	-3.5%	-5.9%
Swimming(Competition)	N/A	N/A	N/A	N/A	2,363	2,502	5.9%	N/A	N/A	N/A	N/A
Swimming(Fitness)	N/A	N/A	N/A	N/A	21,517	23,216	7.9%	N/A	N/A	N/A	N/A

NOTE: Participation figures are in 000's for the US population ages 6 and over

Legend:	Large Increase (greater than 2.5%)	Moderate Increase (0% to 2.5%)	Moderate Decrease (0% to -2.5%)	Large Decrease (less than -2.5%)
----------------	---------------------------------------	-----------------------------------	------------------------------------	-------------------------------------

Figure 27 - Aquatic Participatory Trends

3.1.6 NATIONAL TRENDS IN GENERAL FITNESS

National participatory trends in general fitness have experienced strong growth in recent years. Many of these activities have become popular due to an increased interest among people to improve their health by engaging in an active lifestyle. Many of these activities have very few barriers to entry, which provides a variety of activities that are relatively inexpensive to participate in and can be performed by nearly anyone with no time restrictions. The most popular fitness activity by far is fitness walking, which had over 114 million participants in 2012. Other leading fitness activities based on number of participants include running/jogging (over 51 million participants), treadmill (nearly 51 million participants), and hand free weights (46.6 million participants). Over the last five years, the activities that are growing most rapidly are high impact aerobics (up 43.3%), cardio kickboxing (up 39.8%), group stationary cycling (up 34.3%), and running/jogging (up 25.3%). From 2011-2012, the largest gains in participation were in Tai Chi (up 7.7%), calisthenics (up 6.5%), and yoga (up 5.2%). See **Figure 28**.

National Participatory Trends - General Fitness											
Activity	Participation Levels						% Change				
	2007	2008	2009	2010	2011	2012	11-12	10-12	09-12	08-12	07-12
Aerobics (High Impact)	11,287	11,780	12,771	14,567	15,755	16,178	2.7%	11.1%	26.7%	37.3%	43.3%
Aerobics (Low Impact)	22,397	23,283	24,927	26,431	25,950	25,707	-0.9%	-2.7%	3.1%	10.4%	14.8%
Aerobics (Step)	8,528	9,423	10,551	11,034	10,273	9,577	-6.8%	-13.2%	-9.2%	1.6%	12.3%
Boxing for Fitness	N/A	N/A	N/A	4,788	4,631	4,831	4.3%	0.9%	N/A	N/A	N/A
Calisthenics	8,629	8,888	9,127	9,097	8,787	9,356	6.5%	2.8%	2.5%	5.3%	8.4%
Cross-Training	N/A	N/A	N/A	N/A	7,706	7,496	-2.7%	N/A	N/A	N/A	N/A
Cardio Kickboxing	4,812	4,905	5,500	6,287	6,488	6,725	3.7%	7.0%	22.3%	37.1%	39.8%
Elliptical Motion Trainer	23,586	24,435	25,903	27,319	29,734	28,560	-3.9%	4.5%	10.3%	16.9%	21.1%
Fitness Walking	108,740	110,204	110,882	112,082	112,715	114,029	1.2%	1.7%	2.8%	3.5%	4.9%
Free Weights (Barbells)	25,499	25,821	26,595	27,194	27,056	26,688	-1.4%	-1.9%	0.3%	3.4%	4.7%
Free Weights (Dumbbells)	32,371	33,381	35,068	36,566	36,470	36,604	0.4%	0.1%	4.4%	9.7%	13.1%
Free Weights (Hand Weights)	43,821	43,409	44,466	45,928	46,944	46,564	-0.8%	1.4%	4.7%	7.3%	6.3%
Martial Arts	6,865	6,818	6,643	6,002	5,037	5,075	0.8%	-15.4%	-23.6%	-25.6%	-26.1%
Pilates Training	9,192	9,039	8,770	8,404	8,507	8,519	0.1%	1.4%	-2.9%	-5.8%	-7.3%
Running/Jogging	41,064	41,097	42,511	46,650	50,061	51,450	2.8%	10.3%	21.0%	25.2%	25.3%
Stair Climbing Machine	13,521	13,863	13,653	13,269	13,409	12,979	-3.2%	-2.2%	-4.9%	-6.4%	-4.0%
Stationary Cycling (Group)	6,314	6,504	6,762	7,854	8,738	8,477	-3.0%	7.9%	25.4%	30.3%	34.3%
Stationary Cycling (Recumbent)	10,818	11,104	11,299	11,459	11,933	11,649	-2.4%	1.7%	3.1%	4.9%	7.7%
Stationary Cycling (Upright)	24,531	24,918	24,916	24,578	24,409	24,338	-0.3%	-1.0%	-2.3%	-2.3%	-0.8%
Stretching	36,181	36,235	36,299	35,720	34,687	35,873	3.4%	0.4%	-1.2%	-1.0%	-0.9%
Tai Chi	N/A	3,424	3,315	3,193	2,975	3,203	7.7%	0.3%	-3.4%	-6.5%	N/A
Treadmill	50,073	49,722	50,395	52,275	53,260	50,839	-4.5%	-2.7%	0.9%	2.2%	1.5%
Weight/Resistant Machines	39,290	38,844	39,075	39,185	39,548	38,999	-1.4%	-0.5%	-0.2%	0.4%	-0.7%
Yoga	N/A	17,758	18,934	20,998	22,107	23,253	5.2%	10.7%	22.8%	30.9%	N/A

NOTE: Participation figures are in 000's for the US population ages 6 and over

Legend:	Large Increase (greater than 25%)	Moderate Increase (0% to 25%)	Moderate Decrease (0% to -25%)	Large Decrease (less than -25%)
---------	--------------------------------------	----------------------------------	-----------------------------------	------------------------------------

Figure 28 - General Fitness Participatory Trends

3.1.7 NATIONAL TRENDS IN GENERAL RECREATION

Results from the SFIA's Topline Participation Report demonstrate increased popularity among Americans in numerous general recreation activities. Much like the general fitness activities, these activities encourage an active lifestyle, can be performed individually or with a group, and are not limited by time restraints. In 2012, the most popular activities in the general recreation category include road bicycling (nearly 40 million participants), freshwater fishing (over 39 million participants), and day hiking (over 34.5 million participants). From 2007-2012, general recreation activities that have undergone very rapid growth are adventure racing (up 131.8%), traditional/road triathlons (up 124.2%), non-traditional/off-road triathlons (up 122.6%), and trail running (up 37.7%). In-line roller skating, horseback riding, and skateboarding have all seen a substantial drop in participation, decreasing by 38.5%, 30.4%, and 26.1% respectively over the last five years. See **Figure 29**.

Activity	Participation Levels						% Change				
	2007	2008	2009	2010	2011	2012	11-12	10-12	09-12	08-12	07-12
Adventure Racing	698	809	1,005	1,214	1,202	1,618	34.8%	33.3%	81.0%	100.0%	131.8%
Archery	5,950	6,180	6,368	6,323	6,471	7,173	10.8%	13.4%	12.6%	16.1%	20.6%
Bicycling (Mountain)	6,892	7,242	7,367	7,152	6,989	7,265	3.9%	1.6%	-1.4%	0.3%	5.4%
Bicycling (Road)	38,940	38,527	38,127	38,790	39,834	39,790	-0.1%	0.2%	1.7%	3.3%	2.2%
Bicycling (BMX)	1,887	1,896	1,858	2,090	1,958	1,861	-5.0%	-11.0%	0.2%	-1.8%	-1.4%
Climbing (Sport/Indoor/Boulder)	4,514	4,642	4,541	4,542	4,445	4,355	-2.0%	-4.1%	-4.1%	-5.2%	-3.5%
Climbing (Traditional/Ice/Mountaineering)	2,062	2,175	2,062	2,017	1,904	1,899	-0.3%	-5.9%	-7.9%	-12.7%	-7.9%
Fishing (Fly)	5,756	5,848	5,755	5,523	5,581	5,848	4.8%	5.9%	1.6%	0.0%	1.6%
Fishing (Freshwater)	43,859	42,095	40,646	39,911	38,864	39,002	0.4%	-2.3%	-4.0%	-7.3%	-11.1%
Fishing (Saltwater)	14,437	14,121	13,054	12,056	11,896	12,000	0.9%	-0.5%	-8.1%	-15.0%	-16.9%
Hiking (Day)	29,965	31,238	32,542	32,534	33,494	34,519	3.0%	6.1%	6.1%	10.5%	15.2%
Horseback Riding	12,098	11,457	10,286	9,782	9,335	8,423	-9.8%	-13.9%	-18.1%	-26.5%	-30.4%
Roller Skating, In-Line	10,814	10,211	8,942	8,128	7,451	6,647	-10.8%	-18.2%	-25.7%	-34.9%	-38.5%
Skateboarding	8,429	8,118	7,580	7,080	6,318	6,227	-1.4%	-12.0%	-17.8%	-23.5%	-26.1%
Trail Running	4,216	4,537	4,845	4,985	5,373	5,806	8.1%	16.5%	19.8%	28.0%	37.7%
Triathlon (Non-Traditional/OffRoad)	483	543	634	768	819	1,075	31.3%	34.7%	68.6%	88.0%	122.6%
Triathlon (Traditional/Road)	798	943	1,148	1,593	1,686	1,789	6.1%	12.3%	55.6%	69.7%	124.2%

NOTE: Participation figures are in 000's for the US population ages 6 and over

Legend: Major Increase (Greater than 15%) Moderate Increase (10% to 15%) Moderate Decrease (10% to 15%) Large Decrease (Less than -15%)

Figure 29 - General Recreation Participatory Trends

3.1.8 LOCAL TRENDS

The following charts show sport and leisure market potential data from ESRI. A Market Potential Data (MPI) measures the probable demand for a product or service in the target area. The MPI shows the likelihood that an adult resident of Shawnee County will participate in certain activities when compared to the US National average. The National average is 100, therefore, numbers below 100 would represent a lower than average participation rate and numbers above 100 would represent higher than average participation rate. The county is compared to the national average in three (3) categories: general sports by activity, fitness by activity, and money spent on miscellaneous recreation. Shawnee County scores relatively low, with most activities falling below average.

As observed in the table below, the following sport and leisure trends are most prevalent for residents within Shawnee County. Cells highlighted in yellow indicate the top three (4 in case of a tie) scoring activities based on the purchasing preferences of residents.

GENERAL SPORTS MARKET POTENTIAL

Participatory Trends; by Activity - General Sports	Shawnee County (MPI)
Participated in Baseball	95
Participated in Basketball	97
Participated in Football	99
Participated in Golf	96
Participated in Soccer	87
Participated in Softball	97
Participated in Tennis	83
Participated in Volleyball	99

FITNESS MARKET POTENTIAL

Participatory Trends; by Activity - Fitness	Shawnee County (MPI)
Participated in Aerobics	90
Jogging/ Running	88
Participated in Pilates	89
Participated in Swimming	101
Participated in Walking for Exercise	101
Participated in Weight Lifting	94
Participated in Yoga	81

MONEY SPENT ON MISCELLANEOUS RECREATION

Participatory Trends; by Activity - Money Spent on Miscellaneous Recreation	Shawnee County (MPI)
Spent on High End Sports/Recreation Equipment <\$250	107
Spent on High End Sports/Recreation Equipment >\$250	99
Attend sports event: baseball game	97
Attend sports event: basketball game (college)	102
Attend sports event: basketball game (pro)	92
Attend sports event: football game (college)	104
Attend sports event: football-Monday night game (pro)	95
Attend sports event: football-weekend game (pro)	96
Attend sports event: golf tournament	100
Attend sports event: ice hockey game	100
Attend sports event: soccer game	97
Visited a theme park in last 12 months	91
Visited Disney World (FL)/12 mo: Magic Kingdom	91
Visited any Sea World in last 12 months	83
Visited any Six Flags in last 12 months	73
Went to zoo in last 12 months	104

3.2 BENCHMARK ASSESSMENT

Benchmark assessments provide insight into how Shawnee County Parks and Recreation compares to others across the nation. Benchmarking is the process of measuring components of an organization's own system, comparing those components to those of other similar organizations, and then identifying, understanding, and adopting desirable, outstanding practices with the aim of increasing some aspect of performance. With the results of a benchmarking analysis, goals can be set, standards redefined, and action plans established.

Shawnee County Parks and Recreation staff collaborated with the consultant team to identify criteria for selecting benchmark agencies. When determining benchmark agencies, the group aimed to consider communities and agencies with similar demographics, services, political jurisdictions, and social characteristics. But, the selection process was not intended to find departments exactly like Shawnee County. Instead, the goal was to find similar agencies that allow for insightful comparisons for measurement and establishing standards. It was desired that the benchmarks be similar to Shawnee County regarding as many of these characteristics as possible:

- Population
- System size
- Geography
- State capital
- Combined city-county system
- CAPRA accredited and/or leading system

The complexity in this assessment was ensuring direct comparison through a methodology of statistics and ratios in order to provide comparable information, as best as possible. The challenge was ensuring that the agencies would turn around the information in a short timeframe. The agencies selected as benchmarks were:

- Augusta Recreation, Parks & Facilities, GA
- Des Moines Park & Recreation, IA
- Little Rock Parks & Recreation, AR
- Richmond Dept. of Parks, Recreation, & Community Facilities, VA
- Salt Lake City Parks & Public Lands, UT
- Springfield-Greene County Park Board, MO
- Tacoma Metroparks, WA
- Tallahassee Dept. of Parks, Recreation, & Neighborhood Affairs, FL

Variances in information exist due to differences in how each system collects, maintains, and reports data. These variations have an impact on the per capita and percentage allocations within the budget and hence the overall comparison must be viewed with this in mind. Also, despite repeated attempts to obtain missing information, there may be some portions where the data provided by the benchmarked systems was incomplete.

The benchmark data collection for all agencies was conducted in September and October of 2013. The data collection process for the benchmark analysis was divided into four phases:

1. Secondary source-based information gathering, using existing documents or other credible Internet sources.
2. Primary research by contacting agency staff via telephone.
3. Calculation of additional benchmark metrics using available data (e.g., acres per 1,000 population, square feet per capita).
4. Follow-up primary research, if needed, to clarify data or ask additional questions.

Overall, the goal of this benchmark assessment was to evaluate where Shawnee County Parks and Recreation is positioned among peer agencies as it applies to key metrics and practices. The assessment is organized into specific categories using questions to obtain data that offers an encompassing view of each system’s operating attributes in comparison to Shawnee County Parks and Recreation.

3.2.1 GENERAL OVERVIEW OF BENCHMARKS

BENCHMARK ORGANIZATION TYPE

Of the eight benchmark agencies included in this assessment (not including Shawnee County Parks and Recreation), five represent state capital jurisdictions. Five are traditional city government departments, one is an independent municipal corporation, and the remaining two are combined city-county agencies. See **Figure 30** for a summary of organization types. For all tables in this section, benchmark systems are listed alphabetically.

System	Agency Type	State Capital
Augusta Recreation, Parks & Facilities, GA	Combined city-county agency	No
Des Moines Park & Recreation, IA	City agency	Yes
Little Rock Parks & Recreation, AR	City agency	Yes
Richmond Dept. of Parks, Recreation, & Community Facilities, VA	City agency	Yes
Salt Lake City Parks & Public Lands, UT	City agency	Yes
Shawnee County Parks & Recreation, KS	Combined city-county agency	Yes
Springfield-Greene County Park Board, MO	Combined city-county agency	No
Tacoma Metroparks, WA	Independent municipal corporation	No
Tallahassee Dept. of Parks, Recreation, & Neighborhood Affairs, FL	City agency	Yes

Figure 30 - Benchmark Organization Type

JURISDICTION SIZE AND POPULATION

Information was collected on size and population figures for the city or jurisdiction containing each system (see **Figure 31**). As would be expected, the largest systems in terms of square miles are those that are combined city-county systems: Springfield-Greene County (678.0), Shawnee County (556.0), and Augusta (306.5). Despite being a combined city-county system, Shawnee County ranks last in terms of population served (178,941). It also has the fewest number of residents (321.8) per square mile.

System	Area (Sq. Miles)	Current Population of City/ Jurisdiction	Population Per Square Mile
Augusta Recreation, Parks & Facilities, GA	306.5	201,217	656.5
Des Moines Park & Recreation, IA	82.6	206,599	2,501.2
Little Rock Parks & Recreation, AR	116.2	195,314	1,680.8
Richmond Dept. of Parks, Recreation, & Community Facilities, VA	62.5	205,533	3,288.5
Salt Lake City Parks & Public Lands, UT	109.1	189,899	1,740.6
Shawnee County Parks & Recreation, KS	556.0	178,941	321.8
Springfield-Greene County Park Board, MO	678.0	277,214	408.9
Tacoma Metroparks, WA	62.3	204,000	3,272.4
Tallahassee Dept. of Parks, Recreation, & Neighborhood Affairs, FL	103.1	182,965	1,774.6

Figure 31 - Jurisdiction Size and Population

PARKS, GREENWAYS, AND ACREAGE

Shawnee County (132) is second only to Salt Lake City (137) in terms of total number of parks and greenways managed by each agency. However, compared to other systems, Shawnee County has less total acreage (2,646) except for Salt Lake City (2,215) and Augusta (1,100). Level of service of total parkland for Shawnee County falls at 14.8 acres per 1,000 residents, which is near the midpoint of all benchmark systems. Most acres (97.4%) within the Shawnee County Parks and Recreation system are developed or maintained, including most bodies of water. Few other systems – only Augusta at 99.5% - have as much acreage actively maintained. If the approximately 400 acres of water in the Shawnee County system were removed from consideration as developed acreage, then the metric would yield about 75-80% and fall more in line with most other benchmark percentages.

System	Total Number of Parks and Greenways	Total Acres Owned or Managed by System	Total Developed Acres	% Acres Maintained to Total Park Acres	Total Park Acres Per 1,000 Pop.
Augusta Recreation, Parks & Facilities, GA	65	1,100	1,095	99.5%	5.5
Des Moines Park & Recreation, IA	76	3,800	n/a	n/a	18.4
Little Rock Parks & Recreation, AR	72	6,315	4,009	63.5%	32.3
Richmond Dept. of Parks, Recreation, & Community Facilities, VA	65	2,823	2,444	86.6%	13.7
Salt Lake City Parks & Public Lands, UT	137	2,215	924	41.7%	11.7
Shawnee County Parks & Recreation, KS	132	2,646	2,576	97.4%	14.8
Springfield-Greene County Park Board, MO	103	3,037	2,000	65.9%	11.0
Tacoma Metroparks, WA	61	2,684	600	22.4%	13.2
Tallahassee Dept. of Parks, Recreation, & Neighborhood Affairs, FL	92	5,393	1,182	21.9%	29.5

Notes:

"n/a" indicates data was not available.

Figure 32 - Parks, Greenways, and Acreage

3.2.2 STAFFING LEVELS

Information on FTE, or full time equivalency, for FY2012 was requested from each benchmark agency. Tacoma recorded the highest number of FTE per 1,000 residents (5.50) and per developed acre (1.87). Augusta had the next-highest number of FTE for both categories (1.20 per 1,000 population and 0.22 per developed acre), yet Augusta's figures, and those of the other reporting agencies, were significantly less than Tacoma's. Two benchmarks were unable to provide FTE information. Shawnee County reported 107.9 FTEs, or 0.60 per 1,000 residents and 0.04 per developed acre. Both of these rank as low service levels compared to the benchmark agencies that reported data.

System	Total FTE (FY2012)	FTE per 1,000 population	FTE per Developed Acre
Augusta Recreation, Parks & Facilities, GA	242.2	1.20	0.22
Des Moines Park & Recreation, IA	n/a	n/a	n/a
Little Rock Parks & Recreation, AR	n/a	n/a	n/a
Richmond Dept. of Parks, Recreation, & Community Facilities, VA	233.0	1.13	0.10
Salt Lake City Parks & Public Lands, UT	86.0	0.45	0.09
Shawnee County Parks & Recreation, KS	107.9	0.60	0.04
Springfield-Greene County Park Board, MO	225.5	0.81	0.11
Tacoma Metroparks, WA	1,121.0	5.50	1.87
Tallahassee Dept. of Parks, Recreation, & Neighborhood Affairs, FL	172.3	0.94	0.15

Note:

Shawnee County FTE data is for 2013.

Figure 33 - Full Time Equivalency

3.2.3 BUDGET AND FINANCIAL INFORMATION

OPERATING EXPENSES

Tacoma and Salt Lake City lead the benchmark agencies in total annual operating budgets with approximately \$47.5 million and \$34.9 million spent for each in FY2012, respectively. Among the remaining agencies, which span approximately \$10.9 million (Salt Lake City) to \$20.5 million (Des Moines), Shawnee County (\$13.7 million) ranks near the bottom. When calculated per capita, Shawnee County spends \$76.37 in operations per resident, which ranks near the midpoint of all agencies except Tacoma (\$232.84) and Springfield-Greene County (\$125.83).

System	Total Operating Expenses (FY2012)	Operating Expenses Per Capita
Augusta Recreation, Parks & Facilities, GA	\$ 17,900,000	\$ 88.96
Des Moines Park & Recreation, IA	\$ 15,700,000	\$ 75.99
Little Rock Parks & Recreation, AR	\$ 20,497,666	\$ 104.95
Richmond Dept. of Parks, Recreation, & Community Facilities, VA	\$ 17,193,824	\$ 83.65
Salt Lake City Parks & Public Lands, UT	\$ 10,875,567	\$ 57.27
Shawnee County Parks & Recreation, KS	\$ 13,666,586	\$ 76.37
Springfield-Greene County Park Board, MO	\$ 34,880,688	\$ 125.83
Tacoma Metroparks, WA	\$ 47,500,000	\$ 232.84
Tallahassee Dept. of Parks, Recreation, & Neighborhood Affairs, FL	\$ 20,331,679	\$ 111.12

Note:

FY2012 data unavailable for Des Moines. FY2013 used instead.

Shawnee County budget data is for FY2014.

Figure 34 - Operating Expenses

Figure 35 summarizes sources of operating funds. Tacoma and Springfield-Greene County have three notable things in common to help set them apart from all other benchmark agencies: dedicated funding sources for operations (namely sales taxes and property taxes), significant revenue from fees and charges, and a generally diversified portfolio of fund types. Little Rock, which also enjoyed a relatively high ratio of operating expenses per capita (\$104.95), exhibits these attributes as well – except for a dedicated funding source. For all other communities, the General Fund is the major source of funding for operations.

Accounting for sources of operating funds varies from agency to agency. Some departments establish enterprise funds for earned income; others deposit earned income into the General Fund or other unrestricted accounts. As a result of these different accounting practices and varying uses of terminology, an accurate and straightforward comparison of funding sources between communities may not be possible. When reviewing Table 6, it is important to note that percentages are approximate and vary year to year.



PARKS & RECREATION
Shawnee County
Parks and Recreation Master Plan

System	Sources of Operating Funds (Approximate %)
Augusta Recreation, Parks & Facilities, GA	80% General Fund 15% Fees and Charges 5% Other
Des Moines Park & Recreation, IA	95% General Fund 5% Other
Little Rock Parks & Recreation, AR	40% General Fund 30% Zoo Enterprise Fund 15% Golf Enterprise Fund 5% Fitness & Aquatic Center Enterprise Fund 5% River Market Enterprise Fund
Richmond Dept. of Parks, Recreation, & Community Facilities, VA	90% General Fund 5% Fees and Charges 5% Other
Salt Lake City Parks & Public Lands, UT	95% General Fund 5% Other
Shawnee County Parks & Recreation, KS	95% General Fund 5% Other
Springfield-Greene County Park Board, MO	45% Parks Sales Tax 20% Fees and Charges 15% Parks Property Tax 10% Golf Revenue 10% Grants, Donations, and Other
Tacoma Metroparks, WA	40% Property Tax 35% Fees and Charges 15% Sales Tax 10% Other
Tallahassee Dept. of Parks, Recreation, & Neighborhood Affairs, FL	95% General Fund 5% Golf Course Revenue

Figure 35 - Source of Operating Funds

COST RECOVERY

Cost recovery accounting is another practice that involves varying methods among agencies. Several benchmark departments provide services beyond parks and recreation (e.g., neighborhood affairs, transportation, and senior services). In some cases, agencies calculate cost recovery percentages based only upon parks-and-recreation-related costs, disregarding other operating expenses. Other agencies do not account for overhead or indirect expenses and calculate only the ratio of earned income to direct service delivery costs. We have attempted to reconcile these differences by collecting total earned income revenues from FY2012 and dividing this number by the total annual operating expenses reported by each agency. The result is a set of cost recovery percentages that can be compared across benchmark agencies in this assessment, but not necessarily a set figure that agencies themselves regularly use, nor proportions that perfectly align with the information provided by agencies on operating funding sources.

On average, Shawnee County Parks and Recreation collected \$27.08 from each resident in fees and charges for a total of just under \$5 million in earned income. This per capita income rate falls near the midpoint of all benchmark agencies. Shawnee County also ranks near the middle in terms of cost recovery with about 35.5% of all operating expenses able to be covered by earned revenue. Tacoma and Little Rock top the benchmark lists in terms of earned income, revenue per capita, and cost recovery due to the reasons discussed in the previous section. Salt Lake City, which offers very few recreation services relative to the other benchmark agencies, ranks lowest in each of the three categories.

System	Total Earned Income Revenues (FY2012)	Earned Income Revenue Per Capita	Total Cost Recovery (Revenue/Total Ops)
Augusta Recreation, Parks & Facilities, GA	\$ 1,500,000	\$ 7.45	8.4%
Des Moines Park & Recreation, IA	\$ 4,700,000	\$ 22.75	29.9%
Little Rock Parks & Recreation, AR	\$ 11,646,112	\$ 59.63	56.8%
Richmond Dept. of Parks, Recreation, & Community Facilities, VA	\$ 1,598,515	\$ 7.78	9.3%
Salt Lake City Parks & Public Lands, UT	\$ 784,586	\$ 4.13	7.2%
Shawnee County Parks & Recreation, KS	\$ 4,845,184	\$ 27.08	35.5%
Springfield-Greene County Park Board, MO	\$ 6,155,001	\$ 22.20	17.6%
Tacoma Metroparks, WA	\$ 22,230,000	\$ 108.97	46.8%
Tallahassee Dept. of Parks, Recreation, & Neighborhood Affairs, FL	\$ 5,692,870	\$ 31.11	28.0%

Shawnee County budget data is for FY2014.

Figure 36 - Earned Income and Cost Recovery

Like cost recovery calculations, cost recovery targets vary according to accounting practices and funding structures. Shawnee County Parks and Recreation has established a cost recovery target of less than 10% for park maintenance and related services, 50% for recreation services, and near 100% for golf. Little Rock and Tacoma follow a similar approach of heavily subsidizing park services (of which earned income can be generated, but in limited amounts) and using private-benefit or enterprise services such as golf or zoos for fully recovering operating expenses. The Tallahassee Department of Parks, Recreation, and Neighborhood Affairs established an agency-wide goal: 20-25% for all services, including those that do not carry fees. Some agencies did not have formally established cost recovery goals or were unable to report them to the consulting team.

System	Cost Recovery Goals (By Program Area)
Augusta Recreation, Parks & Facilities, GA	No stated goals
Des Moines Park & Recreation, IA	n/a
Little Rock Parks & Recreation, AR	<10% for park services Near 100% for zoo Near 100% for golf Near 100% for Fitness and Aquatic Center Near 100% for River Market
Richmond Dept. of Parks, Recreation, & Community Facilities, VA	n/a
Salt Lake City Parks & Public Lands, UT	No stated goals
Shawnee County Parks & Recreation, KS	<10% for park services 50% for recreation services Near 100% for golf
Springfield-Greene County Park Board, MO	After tax funding is applied, 100% for all fee-based services
Tacoma Metroparks, WA	40% for park system 125% for golf 60% for zoo
Tallahassee Dept. of Parks, Recreation, & Neighborhood Affairs, FL	20-25% department wide

Figure 37 - Cost Recovery Goals

CAPITAL EXPENSES

Information on capital expenses was also collected from benchmark agencies. Because capital budgets can fluctuate significantly from year to year based on community investment priorities and the availability of funding, a three-year average was sought. Not all departments were able to provide this information, so single-year data was used in those circumstances. Shawnee County, due to their recent merger, has limited capital funding history and spent approximately \$850,000 (or about \$4.75 per resident), including \$600,000 in debt service on bonds. The city with the largest parks and recreation capital budget was Des Moines (\$75.02 per resident), although it should be noted that this is a figure representing FY2013. Tacoma Metroparks averaged \$53.92 in capital funding per resident. The smallest allocations belong to Salt Lake City (\$0.40 per resident) and Augusta (\$0.50 per resident).

System	Capital Budget (Average FY2010-2012)	Average Capital Expenses Per Capita
Augusta Recreation, Parks & Facilities, GA	\$ 100,000	\$ 0.50
Des Moines Park & Recreation, IA	\$ 15,500,000	\$ 75.02
Little Rock Parks & Recreation, AR	\$ 4,836,480	\$ 24.76
Richmond Dept. of Parks, Recreation, & Community Facilities, VA	\$ 2,814,714	\$ 13.69
Salt Lake City Parks & Public Lands, UT	\$ 75,462	\$ 0.40
Shawnee County Parks & Recreation, KS	\$ 850,000	\$ 4.75
Springfield-Greene County Park Board, MO	\$ 5,798,070	\$ 20.92
Tacoma Metroparks, WA	\$ 11,000,000	\$ 53.92
Tallahassee Dept. of Parks, Recreation, & Neighborhood Affairs, FL	\$ 728,000	\$ 3.98

Notes:

Richmond capital budget average is 2011-2013

Little Rock capital budget is 2012 only

Des Moines budget is 2013 only

Shawnee County capital budget is estimated for 2013 and includes \$600,000 for debt service

Figure 38 - Capital Expenses

As with operating fund sources, the agencies with the largest capital budgets (i.e., Tacoma, Des Moines, Springfield-Greene County) have built multiple strong funding sources. Several of them also leverage state and federal grants as sources. General obligation bonds drive many of the capital improvement funds for nearly every community with the exception of Augusta, Springfield-Greene County, and Shawnee County. At this point in time, Shawnee County relies exclusively on user fees for its capital improvement program.

System	Sources of Capital Funds (Approximate %)
Augusta Recreation, Parks & Facilities, GA	99% Parks sales taxes 1% General Fund
Des Moines Park & Recreation, IA	55% Obligation bonds 15% TIF bonds 15% Federal grants 10% State grants 5% Other
Little Rock Parks & Recreation, AR	67% Sales taxes 33% Obligation bonds
Richmond Dept. of Parks, Recreation, & Community Facilities, VA	80% Obligation bonds 20% Miscellaneous
Salt Lake City Parks & Public Lands, UT	100% Capital Improvement Fund (could not specify further)
Shawnee County Parks & Recreation, KS	100% User fees
Springfield-Greene County Park Board, MO	80% Parks sales taxes 15% Donations 5% Other
Tacoma Metroparks, WA	50% Obligation bonds 10% Grants 10% Donations 5% Operating funds 25% Miscellaneous
Tallahassee Dept. of Parks, Recreation, & Neighborhood Affairs, FL	25-75% Obligation bonds 25-75% City sales taxes

Figure 39 - Source of Capital Funds

3.2.4 FACILITIES

Benchmark agencies were asked to provide information on total square footage of recreation centers, including indoor aquatic facilities used for programming or to provide recreation services. Examples of indoor spaces included in this measurement are fitness centers, field houses, recreation centers, hospitality rooms, clubhouses, therapeutic recreation areas, theaters, classrooms, and pools. All such facilities that are outdoor were excluded. Agencies were also asked about the total area of water, expressed in square feet, used for aquatics programming, indoor or outdoor. **Figure 40** provides a summary of the information gathered.

Shawnee County provides approximately one square foot of recreation facility space per resident, behind Augusta (1.44 sq. ft. per resident) and Springfield-Greene County (1.10 sq. ft. per resident). Richmond (0.71 sq. ft. per resident), Tacoma (0.59 sq. ft. per resident), and Little Rock (0.52 sq. ft. per resident) all have fewer. Salt Lake City Parks and Public Lands does not operate indoor recreation or aquatic centers. Data was not available from Des Moines or Tallahassee.

Only half of the benchmark agencies were able to provide information on total square feet of water for aquatics, and of those, two reported having none. Compared to Springfield-Greene County (0.18 sq. ft. per resident) and Augusta (0.17 sq. ft. per resident), Shawnee County recorded the most per capita (0.38 sq. ft. per resident).

System	Total Sq. Ft. of Recreation and/or Aquatic Centers	Facility Sq. Ft. per Capita	Total Sq. Ft. of Water (for Aquatics)	Water Sq. Ft. per Capita
Augusta Recreation, Parks & Facilities, GA	290,000	1.44	33,500	0.17
Des Moines Park & Recreation, IA	n/a	n/a	n/a	n/a
Little Rock Parks & Recreation, AR	101,132	0.52	n/a	n/a
Richmond Dept. of Parks, Recreation, & Community Facilities, VA	145,245	0.71	0	0.00
Salt Lake City Parks & Public Lands, UT	0.0	0.00	0.00	0.00
Shawnee County Parks & Recreation, KS	176,593	0.99	68,401	0.38
Springfield-Greene County Park Board, MO	304,703	1.10	50,296	0.18
Tacoma Metroparks, WA	121,250	0.59	n/a	n/a
Tallahassee Dept. of Parks, Recreation, & Neighborhood Affairs, FL	n/a	n/a	n/a	n/a

Figure 40 - Recreation Facilities

3.2.5 SUPPORTING PLANS

Lastly, benchmark agencies were asked to identify which departmental, city, or other government plans or guidance documents served as major drivers for their organization. Every agency that has developed a master plan listed it, even if outdated. Other common plans include comprehensive plans for the agency’s jurisdiction. Several communities engaged in planning efforts at the regional or metropolitan area level. Others provided site- or facility-specific planning documents as part of their supporting plans.

System	Supporting Plans
Augusta Recreation, Parks & Facilities, GA	Master Plan (out-of-date) Site-specific plans City-county comprehensive plan
Des Moines Park & Recreation, IA	Des Moines Bicycle and Trail Master Plan Fort Des Moines Historic Preservation Plan Master Plan for Southeast Des Moines - School/Park/Library Central Iowa Greenways Framework Plan
Little Rock Parks & Recreation, AR	n/a
Richmond Dept. of Parks, Recreation, & Community Facilities, VA	Master Plan Mayor's 20/20 City of the Future Vision Plan Richmond Downtown Master Plan
Salt Lake City Parks & Public Lands, UT	Open Space Master Plan 1996 Parks and Recreation Plan Small Area Plans Open Space Acquisition Strategy
Shawnee County Parks & Recreation, KS	Strategic Program Plans Community Trails and Greenways Plan City County Bike Plan Parks and Open Space Plan Heartland Healthy Neighborhood-Community Health Survey Various neighborhood plans
Springfield-Greene County Park Board, MO	Parks Open Space and Greenways Master Plan
Tacoma Metroparks, WA	Mission Led Comprehensive Plan Strategic Parks and Programs Services Plan City of Tacoma Comprehensive Plan Pricing & Cost Recovery Program Philosophy Point Defiance Zoo & Aquarium Strategic Business Plan
Tallahassee Dept. of Parks, Recreation, & Neighborhood Affairs, FL	Comprehensive Plan Greenways Plan

Figure 41 - Supporting Plans

CHAPTER FOUR

RECREATION PROGRAM ANALYSIS



The PROS team performed a Recreation Program Assessment of the programs and services offered by the Shawnee County Parks and Recreation Department. The assessment offers an in-depth perspective of the recreation program offerings and helps identify strengths, weaknesses, opportunities, and threats in programming. The assessment also assists in identifying core programs, program gaps within the community, key system-wide issues, and areas of improvement in determining future recreation programs and services for residents.

The consulting team based these program findings and comments from a review of information provided by the department, including program descriptions, participation statistics, financial data, website content, focus groups, stakeholder interviews, and discussions with the park and recreation director and staff. This report addresses the program offerings from a systems perspective for the entire portfolio of programs, as well as individual program information. It identifies key issues and presents recommendations for these issues, summarized at the end of this section.

4.1 RECREATION PROGRAM OVERVIEW

The Recreation Division, led by the Recreation Director, oversees the management and administration of recreation programming, special community-wide events, and the operation of recreational facilities. Staff in the division is engaged year-round in planning, implementing, conducting, and evaluating programs and events. There are nine subdivisions within the Recreation Division, listed in Figure 42 below. These subdivisions combine to provide dozens of separate programs that yielded over 600,000 unique participations in 2012.

Sub-Division	Programs/Services	Recreation Facilities
Northern Shawnee County	Senior Adult Trips, USD #345 after-school programs, summer day camps, preschools, Food and Beverage Services at the Shawnee North Family Aquatic Center and the Garfield Community Pool, North Topeka Arts District.	Shawnee North Recreation Center, Shawnee North Family Aquatic Center, Shawnee North Community Park, Shawnee North Community Park Nature Trail, Garfield Community Pool, Oakland Community Pool, Hillcrest Community Pool.
Southeast Shawnee County and Lake Shawnee	Lake Shawnee programs, preschools, Food and Beverage Services at the Bettis Family Sports Complex, Special Events, School Picnics programs, recreation programs in the towns of Tecumseh, Berryton, Rossville, Silver Lake.	Lake Shawnee Marina, Lake Shawnee Swim Beach, Rossville Community Pool, Blaisdell Family Aquatic Center, Crestview Community Pool, Shawnee County Girls Softball Complex.
Southwest Shawnee County	Summer day camps, preschool, recreation programs in the towns of Auburn and Dover, USD #437 After-school programs, Teen Camp.	Shawnee South Community Park, Velma K. Paris Recreation Center.
Central Shawnee County	Preschools, summer day camps, preschool camps, senior adult programming, Senior Olympics.	Central Park Recreation Center, Crestview Recreation Center, Garfield Recreation Center, Oakland Recreation Center, Rice Recreation Center, Hillcrest Recreation Center.
Adaptive Recreation and Inclusive Services	Adaptive recreation programming, summer day camps for patrons with disabilities, handicap accessible field and program cooperation with TARC, Kansas Accessible Sports Group, Capper's, KNI, Loving Hearts, Civitan.	Conducted county-wide.
Old Prairie Town & Gage Park	Gage Park Special Events, Mini Train and Carousel Operation.	Old Prairie Town Grounds, Mulvane General Store, Potwin Drug Store, an 1891 One-Room School House, an 1880 Church, a Livery Stable, Santa Fe Depot.
Athletics (Youth and Adult)	Youth Sports (Basketball, Volleyball, Hockey, Soccer, Baseball, Softball), Adult Sports (Basketball, Volleyball, Hockey Programs, Slow-Pitch Softball, Fast-Pitch Softball), contracts with the Topeka Golden Giants Collegiate Wood-bat Team, Topeka, Premier Umpires Association.	Athletic fields at the Bettis Family Sports Complex, Reuger Sports Complex, Felker Park, Lake Shawnee Girls Softball Complex, Gage Park, Major Palm Park, Oakland-Billard Park, Santa Fe Park, Shawnee North Community Park, Shawnee South Community Park.
Administration/Marketing	Activities Brochure, News Releases, Media Requests, Shawnee County Parks & Recreation Foundation, Advertising, Marketing.	None

Figure 42 - Recreation Program Overview

In addition to the provision of services provided directly by the department within Shawnee County facilities, partnerships with other governmental agencies and school districts are practiced throughout the county. Through cooperative relationships, programs are offered in over forty elementary schools in the seven school districts in Shawnee County. Facilities are also used in the towns of Auburn, Berryton, Dover, Rossville, Silver Lake, and Tecumseh to provide a wide variety of recreational programs for Shawnee County residents of all ages.

An overall strength of the department can be found in the ability to continue recreation program operations during the recent merger between city and county agencies. Although the transition is still taking place in many ways, the department has done an admirable job maintaining and developing partnerships to continue their services. Youth programs and camps are among the most noticeable strengths of Shawnee County Parks and Recreation according to public perception. Additional feedback on programs can be found in the next section, and more specific information regarding departmental core priorities, program lifecycles, program finances, standards, volunteerism, and marketing will be explored later in this chapter.

4.1.1 FOCUS GROUP FINDINGS

FOCUS GROUPS

PROS Consulting conducted a combination of ten (10) focus groups and stakeholder interviews. This process of community involvement helps establish priorities for the future improvement and direction of management and planning for Shawnee County Parks and Recreation Department.

Focus groups provided the following insights about recreation programs and services provided by Shawnee County Parks and Recreation:

- The quality of program offerings, particularly those such as youth sports, after school programs, and summer camps, add to residents' satisfaction of the department.
- Participants say that one of the strengths of the department is found in their ongoing partnerships with local schools, nonprofits, and businesses. However, participants also think that more partnerships could be developed to create better programs and opportunities for revenue or cost sharing.
- Perhaps the area in most need of improvement for the department is the advertising, promotion, and marketing of programs. According to participants, the department is missing a huge opportunity to increase participation and generate revenues by failing to market the services provided by the parks and recreation system.
- Related to the point above, focus group participants say that an aggressive strategic marketing approach would help provide the department with a more consistent and meaningful identity.
- A common concern expressed by focus groups is the lack of programs, services, and facilities in the Southwest part of the community (Quad 3). Participants desire a more balanced distribution of parks and amenities in the entire service area.
- There is agreement that the department could offer a wider range of programming, particularly aimed at senior citizens and individuals with disabilities. There is also a demand for more fitness related programming to encourage a more active and healthy community.
- Consensus among focus groups is that the department is not adequately funded, but many feel that the department does a great job with what they have. The system is in need of a solid financial plan that focuses on ways to generate revenues through the parks and recreation's programming and events.

4.1.2 RECREATION TRENDS

The consulting team conducted research regarding demographic, industry, and consumer trends that may affect the outlook of Shawnee County Parks and Recreation. A full report on the team's findings is provided earlier in this Master Plan, but in this chapter it is important to summarize critical points from those findings that have an impact on recreation programming.

DEMOGRAPHIC TRENDS

- The total population of Shawnee County experienced a small increase of approximately 4.9% from 169,866 in 2000 to 178,210 in 2010. The lowest rate of growth was within the Northeast quadrant of the County (Quad 2; 0.7%), and the largest rate of growth was within the Northwest quadrant (Quad 1; 8.3%).
- The population of Shawnee County is slightly older (38.1 years) than the median age of the U.S. (37.2 years). Projections show an aging trend and that by 2027 the 55+ age group will represent approximately 30% to 40% of the overall population for the county.
- Current demographic estimates indicate Shawnee County is a family-oriented area, where approximately 62% of total households are families.
- Future projections show the population will undergo relatively little change and will continue to be somewhat limited in diversity; however, recent years have seen notable growth among people of Hispanic/Latino Origin, particularly in the Northeast and Southeast quadrants (Quads 2 and 4, respectively).

RECREATION PARTICIPATION

- According to recreation industry trends, the top recreation activities for females are walking, aerobics, general exercising, biking, jogging, basketball, weight lifting, golf, swimming, and tennis.
- The top recreation activities for males are golf, basketball, walking, jogging, biking, weight lifting, football, hiking, fishing, and hunting.
- Team sports have slowly declined over the past decade throughout the U.S., but several have seen a positive growth since 2010. In particular, lacrosse and tennis have seen significant growth over the past decade.
- Basketball ranks as the most popular team sport.
- The growth in youth team sports is now being driven by 13 and 14 year olds; these are the peak ages of sports participation for children. Nearly 70% of children (age 6-17) in the U.S. are playing team sports.
- The greatest growth of participation in recreation activities has occurred in activities that have low barriers to entry, can be undertaken within close proximity to home, and can be completed in a limited amount of time.
- Swimming has a proven multigenerational appeal and is one of the few recreation activities pursued across the lifespan. Participation rates have remained relatively steady in recent years.

LOCAL MARKET POTENTIAL

- Sports with the most market potential in Shawnee County as measured by the Market Potential Index (MPI) are football, volleyball, basketball, and softball.
- Fitness activities with the most market potential in Shawnee County include swimming, walking, and weight lifting.
- Activities or pursuits in Shawnee County with the most potential for spending money are purchasing high-end sports/recreation equipment valued under \$250, attending college football games, and going to the zoo.

4.2 DEPARTMENT PRIORITIES AND CORE PROGRAMS

The mission of Shawnee County Parks and Recreation is to “provide quality parks, golf courses, and recreation facilities and opportunities to meet the recreation needs and interests of rural and urban residents throughout Shawnee County.” To help achieve this mission, the department has identified a number of organizational priorities (**see Appendix A**) regarding communication, partnerships, physical assets, staff, and financial resources. Of those, several key priorities need to be given particular attention in this recreation program assessment to frame recommendations and to ultimately help the department achieve their long-term goals. They include:

- Establish a marketing campaign to increase public awareness of department programs and services.
- Build multi-agency collaborations with schools, government, and nonprofit organizations to leverage capital and operational resources.
- Partner with private and local corporations to expand facilities and programs.
- Establish new revenue generating mechanisms to leverage county resources.
- Ensure the provision of quality customer service by emphasizing its importance at all department staff levels.

It is important to identify core programs based on current and future needs to create a sense of focus around specific program areas of greatest importance to the community. Public recreation is challenged by the premise of being all things to all people, especially in a community such as Shawnee County. The core program philosophy assists staff in being able to focus on what is most important. Programs are categorized as core programs if they meet a majority of the following categories:

- The program has been provided for a long period of time (over 4-5 years) and/or is expected by the community.
- The program consumes a large portion (5% or more) of the department’s overall budget.
- The program is offered 3-4 seasons per year.
- The program has wide demographic appeal.
- There is a tiered level of skill development available within the program’s offerings.
- There is full-time staff responsible for the program.
- There are facilities designed specifically to support the program.
- The department controls a significant percentage (20% or more) of the local market.

To further assist with the implementation of the core program philosophy, PROS has developed the following definitions to help classify specific programs within program areas.

- Core Essential: part of the organizational mission; serves a majority of the community; receives the highest level of subsidy offered. (“We must offer this program.”)
- Important: important to the community; serves the broad community; receives some level of subsidy. (“We should offer this program.”)
- Value-Added: enhanced community offerings; serves niche groups; receives limited to no subsidy. (“It would be nice to offer this program.”)

In consultation with department staff, PROS identified the following core program areas.

- Preschool Programs
- Athletics - Youth
- Athletics – Adult
- Youth Programs
- Adult Programs
- Camps
- Wellness/Fitness
- Senior Programs
- Aquatic Programs
- Rentals
- Concessions
- Special Events

It is important to recognize that limits on the department’s staffing, resources, and availability of space may hinder some of the efforts to maintain or expand core programs; therefore, it is essential that staff commit to a concerted effort toward managing and prioritizing these core program areas in the coming years when new facilities come on line.

4.3 LIFECYCLE ANALYSIS

A lifecycle analysis involves reviewing every program offered by Shawnee County Parks and Recreation to determine the stage of growth or decline for each as a way of informing strategic decisions about the overall recreation program portfolio managed by the department. This analysis is not based on strict quantitative data, but rather is based on staff members’ knowledge of their program areas. The following list shows the percentage distribution of the various lifecycle categories of the department’s recreation programs.

- Introduction stage (New program; modest participation) – 13%.
- Take-off stage (Rapid participation growth) – 25%.
- Mature stage (Moderate to slow participation growth) – 47%.
- Saturation stage (Minimal to no participation growth; extreme competition) – 11%.
- Decline stage (Declining participation) – 9%.

These percentages were obtained by comparing the number of programs in each individual stage with the total number of programs listed by staff. Some programs were described by staff as being in two different stages and were counted in multiple categories; therefore, the overall total exceeds 100%.

Overall, the lifecycle analysis results indicate a fair balance of all recreation programs across the lifecycle, but there are some areas the department needs to monitor. A combined total of 38% of programs fall into the Introduction or Take-off stages. The consulting team recommends that this total be about 40-50%. This helps the department ensure they are providing enough new or emerging programs that align with trends and help to meet the evolving needs of the community. Additionally, many of these programs are also good candidates for revenue generation due to their novelty, popularity, and/or growth.

It is also important to have a stable core segment of programs that are in the Mature stage. Currently, Shawnee County Parks and Recreation has about 47% of their programs in this category. The consulting team recommends this be about 40-50% as well so as to provide stability to the overall program portfolio, but without dominating the portfolio with programs that are advancing to the later stages of the lifecycle. Programs in the Mature stage should be tracked for signs that they are entering the Saturation or Decline stages. According to staff, there is an on-going process to evaluate program participation and trends to ensure that program offerings continue to meet the community's needs.

A total of about 20% of programs are saturated or declining. Programs in the Decline stage must be closely reviewed to evaluate repositioning them or eliminating them. The consulting team's recommendation is to modify these programs to begin a new lifecycle with the Introductory stage as well as to continue to add new programs based upon community needs and trends. Staff needs to complete a lifecycle review on an annual basis and ensure that the percentage distribution closely aligns with desired performance. Furthermore, the department could include a performance measure of percentage of total number of new programs offered annually as an incentive for more innovation.

From a strategic perspective, based on continuous increases in programs, the department needs to identify ways to increase capacity for recreation programs through increased facility use with new or expanded facilities and partnerships / leases or agreements with similar providers to carve out distinct market niches for the future that can be moved into a future recreation facility.

4.4 RECREATION PROGRAM FINANCIAL ASSESSMENT

4.4.1 COST RECOVERY

In 2012, the Recreation Division expenditures totaled \$5,688,214, of which \$3,047,876 (or 53.6%) were recovered through revenue. Estimates for 2013 project \$5,696,369 in operating expenses and \$2,844,000 in revenue, for a cost recovery rate of 49.9%. Finding ways to enhance revenue year-on-year and improve service-pricing strategies are priorities for Shawnee County Parks and Recreation. To that end, the consulting team conducted a review of recreation program cost recovery practices and pricing strategies based upon information provided by department staff.

Sub-Division	2012	2013
Northern Shawnee County	72.5%	84.1%
Southeast Shawnee County and Lake Shawnee	68.7%	86.6%
Southwest Shawnee County	43.9%	52.6%
Central Shawnee County	56.6%	56.9%
Adaptive Recreation and Inclusive Services	28.1%	31.5%
Old Prairie Town & Gage Park	28.3%	67.5%
Helen Hocker Theatre	63.2%	n/a
Athletics (Youth and Adult)	96.3%	83.7%

Figure 43 - Recreation Sub Division Cost Recovery Estimates

Cost recovery performance is currently tracked by recreation subdivision (see Figure 43). These subdivisions represent a hybrid of geographic zones (e.g., Northern Shawnee County) and programmatic areas (e.g. Adaptive Recreation and Inclusive Services), and therefore are not the best approach for establishing and monitoring cost recovery across the department. The consulting team recommends using recreation program areas primarily, rather than geography, as the basis for categorization. The previously identified core programs would serve as an effective breakdown, which would group programs with similar cost recovery goals.

According to information provided by staff, cost recovery goals across all programs tend to be “all or nothing.” About half of the programs have a goal of recovering all costs plus providing additional revenue beyond costs. Other programs have no stated cost recovery targets. Cost recovery targets should be identified for each program area, at least, and for specific programs or events if necessary. Targets should reflect the degree to which the program area provides a public versus private good. The department should subsidize programs providing public benefits; programs providing private benefits should seek to recover costs and/or generate revenue for other services. Generally, non-core programs, which are less critical to the organizational mission, should aim to yield a higher cost recovery rate to sustain themselves, leaving the limited tax-based appropriations to fund core programs.

Figure 44 summarizes information provided by staff and presents cost recovery recommendations using the core program areas as a basis for categorization. National median cost recovery percentages are presented for comparison using data provided by the 2012 National Benchmarking Survey of Fee Policies and Program Costs Recovery published by Leisure Vision, which included a sample of 139 park and recreation agencies across the country. Cost recovery in that report is defined as the percentage of direct costs recouped through program fees, so no values over 100% are depicted. The survey of agencies asked only for cost recovery ranges; therefore, precise averages cannot be reported.

Core Program Area	Current Target	National Median*	Cost Recovery Recommendation
Preschool Programs	100%+	76-99%	60-100%
Athletics - Youth	None currently set	76-99%	60-100%
Athletics – Adult	100%	76-99%	80-120%
Youth Programs	100%+	76-99%	20-60% for youth beginner 60-100% for youth advanced
Camps	100%+	100% for sports camps 76-99% for all others	80-120%
Wellness/Fitness	100%+	100% for adults 76-99% for youth	20-60% for unstaffed 60-100% for staffed
Senior Programs	None currently set	76-99%	80-120%
Aquatic Programs	None currently set	100% for adults 76-99% for youth	20-60% for learn-to-swim 60-100% for all others
Rentals	100%+	100%	80-120%
Concessions	30% - 100%	100%	80-120%
Special Events	30% - 100%	76-99%	60-100%

* Among those agencies that charge fees in each program area.

Figure 44 - Current Targets and Recommendations

Programs falling into the Important or Value-Added classifications generally represent programs that receive lower priority for subsidization. Important programs contribute to the organizational mission, but are not essential to it; therefore, cost recovery for these programs should be at least 80% overall. Value-added programs are not critical to the mission and should be prevented from drawing upon limited public funding, so overall cost recovery for these programs should always be 100% or greater.

To develop specific cost recovery targets, full cost of accounting needs to be created on each class or program that accurately calculates direct and indirect costs. Cost recovery goals are established once these numbers are in place, and department staff must be trained on this process to be effective.

4.4.2 PRICING STRATEGIES

The pricing of services is established based on the cost of services and overlaid into program areas or specific program events. Currently, Shawnee County Parks and Recreation uses pricing strategies based on age segment, family/household status, prime/nonprime time, weekday/weekend, location, group discounts, and comparability to competition. However, the use of these pricing strategies could be used more, particularly comparability to competition. Most comparability efforts are focused on consistency within the department, rather than with the community. Yearly competitor and other service providers should be benchmarked, shopped, and evaluated, to monitor changes they are making and how they compare with the department's programs.

The consulting team recommends that mini-business plans (2-3 pages) be created for each core program service area on a yearly basis. They will evaluate the program area based on meeting the outcomes desired for participants, cost recovery, percentage of the market and business controls, cost of service, pricing strategy for the next year and marketing strategies that are to be implemented. If developed regularly and consistently, they can be effective tools for budget construction and justification processes. Furthermore, these plans can address other financial and operational needs such as cash collection standards and refund process standards that need to be incorporated.

4.5 PROGRAM STANDARDS AND PERFORMANCE MANAGEMENT

The relationship between meeting the needs of the community, achieving the departmental mission, and executing service delivery is of critical importance. With an understanding of this important dynamic, the following section provides an analysis of the service system and includes building on the service foundation that already exists in the department. As observed from the discussions with the staff, the community does seem to exhibit a relatively high level of satisfaction with the offerings provided by Shawnee County Parks and Recreation. Based on the consulting team's observations, the department's operations and program offerings are above average based on nationwide trends, but more is needed to service the community better. This section is intended to move the department to a higher level of sophistication in quality management and move it into the realm of state- and national-level best practices.

4.5.1 RECREATION PROGRAM STANDARDS

The practice of using recreation program standards is essential for agencies desiring to perform at high levels and that aspire to be community and industry leaders. One of the most significant issues in managing a recreation program system includes the challenges faced with the complexity associated with thousands of service transactions, in-person and online, from multiple staff members dealing with a diverse audience at a variety of facilities within the system. Furthermore, the heavy reliance on part-time and seasonal staff in the service delivery process creates even greater challenges. These dynamics result in significant program and service quality variation.

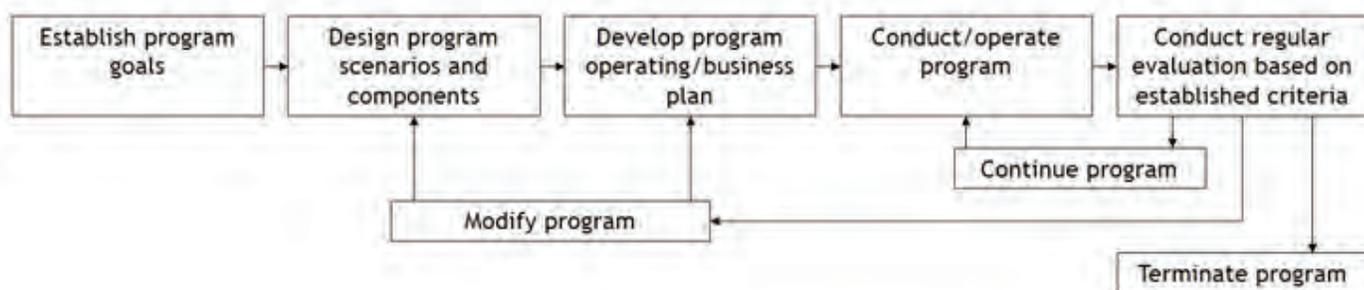
In reviewing the program assessment information, there are limited numbers of performance measures used throughout the Shawnee County system to gauge performance. Recreation programs should have standard measures in place. Some examples include:

- Customer retention.
- Customer satisfaction toward the registration system.
- Specific cleanliness ratings.
- Cost recovery rates.
- Household percentage of program participation.
- Percent of programs in introduction and growth stages.
- Market penetration by age group.
- Program distribution by age group.

4.5.2 QUALITY MANAGEMENT

Recommended ways to build a culture of quality management in recreation program delivery for Shawnee County Parks and Recreation include the following.

- **Annual Review Process:** Staff presents their yearly goals for program areas to senior leadership and/or an advisory board. This would include policy reviews, financial and registration performance, customer issues, and plans for the future. This process helps to ensure good communication and cooperation for supporting divisions, such as parks, administration, and technology.
- **Documented Program Development Process:** This is required in order to reduce service variation and assist in training new staff. A common approach is to use a process map that provides guidance to staff for consistently developing new programs. It can help to diminish the learning curve for new staff and reinforce program development as a core competency. This is created in a flowchart format showing the steps in the process for program development, including writing class descriptions, process steps, hiring staff, using contractual employees, and the list of standards.



- **Instructor/Contractor Tool Kit:** Kits need to be created by the staff that outline information about the department, including mission, vision, values, goals, organizational structure, roster of users, program guides, program standards, evaluation forms, registration forms, important phone numbers, name tags, thank you cards, and program learning objectives.
- **Ongoing Connections with Part-time and Seasonal Staff:** There should be ongoing processes and events to connect part-time and seasonal programming staff, as well as some contractors, with full-time department personnel through meetings, email, newsletters, staff recognition, and random visits by management. This also assists with determining and managing job satisfaction of these employees.
- **Identification of Customer Requirements:** Staff identify customer requirements for core program areas. This is important to emphasize with staff that directly interface with customers. Requirements relate to those service attributes that are most important to a customer, and requirements should be developed with customer input. Each core program area should include a listing of approximately five key customer requirements. For example, in a youth gymnastics program, key requirements could include overall safety of the program, instructional quality, convenience and ease of registration, cost of the program, and skill development.
- **Environmental Scan of Best Practices:** Staff identify key competitors or similar providers, both locally and nationally, of core program areas. Every one or two years, staff should develop a matrix of information to compare services in areas that have the greatest importance to customers. Benchmarking other nationally renowned agencies also can provide a process to continuously improve programming.

4.5.3 CUSTOMER FEEDBACK

Customer service is at the root of the success of any organization. A true community-service organization prides itself on identifying its customers' preferences and acting in accordance to help fulfill their needs. In order to do this, an ongoing and system-wide feedback mechanism is of vital importance.

Currently, the department does not have a system-wide approach for gathering customer feedback. Feedback is collected, but it is inconsistent from program-to-program. Maximizing the use of the department's website, utilizing online survey tools, and incorporating both pre-and post-program feedback systems across the agency are recommended tactics for the department to implement. Surveys to lost customers or non-users would also be a useful addition to identify causes of attrition, dwindling popularity, or barriers to participation.

At the beginning of each year or season, the department could also conduct targeted "Open Houses" to provide potential users an opportunity to preview the full spectrum of upcoming program offerings. This forum can also be used to gather feedback on the types of programs and services the public would be most interested in. This concept provides a constant input mechanism for programming ideas and ensures that offerings are based on observed need, rather than staff opinion or assumption. Additionally, users are more likely to participate in programs that they have had a chance to provide input on.

It is important that the department continue to capture the customer feedback data and develop a database that can be used over the years to track trends and changes. The feedback obtained must be communicated with senior leadership, advisory boards, and future staff so as to ensure an open and transparent process and one that looks at improving as a team without focusing on individual blame.

Also, it is imperative to continue implementing quality control mechanisms for instructors and contractors to ensure effectiveness and build credibility. Except for some programs that conduct post-program customer feedback, the department does not appear to undertake any mechanism of evaluating overall customer feedback pertaining to instructor quality. Having an ongoing instructor quality check certainly helps elevate the quality level and accountability of program offerings, which in turn enable the department to provide and price programs according to their true value.

4.6 VOLUNTEERS AND PARTNERSHIPS

Today's economic climate and political realities require most public park and recreation departments to seek productive and meaningful partnerships with both community organizations and individuals to deliver quality and seamless services to their residents. These relationships should be mutually beneficial to each party to better meet overall community needs and expand the positive impact of the department's mission. Because of the constraints facing Shawnee County Parks and Recreation due to economic challenges, effective partnerships and meaningful volunteerism are key strategy areas for the department to meet the needs of the community in the years to come.

4.6.1 RECREATION PROGRAM VOLUNTEERS

Compared to many other similar departments, Shawnee County Parks and Recreation boasts a strong volunteer program. Staff estimate that their volunteers provided 37,000 hours of service in 2012, equating to approximately \$777,000 in labor. The consulting team encourages the department to continue to foster a system-wide approach to volunteer recruitment and management. It can be difficult to guard against the significant variation in the ways that volunteers are managed. Ensuring streamlined procedures and standardized guidelines for volunteer management are critical to making volunteers an effective complement to paid personnel and a valuable asset in reducing operational costs. When managed with respect and used strategically, volunteers can also serve as the primary advocates for the department and its offerings.

A key part of maintaining the desirability of volunteerism in the department is developing a good reward and recognition system. The consultant team recommends using tactics similar to those found in frequent flier programs, wherein volunteers can use their volunteer hours to obtain early registration at programs, or discounted pricing at certain programs, rentals or events, or any other department function.

Other best practices that the department needs to be aware of when managing volunteers includes:

- Allocating a portion of an employee's time in order to continually manage a system-wide volunteer program, beyond the Recreation Division, as well as to oversee it or have a committee of employees involved in oversight.
- Identify volunteer opportunities system-wide, develop job descriptions and acceptance conditions for volunteers (such as background checks).
- Develop a tracking system to quantify the number of volunteer hours according to program area and specific function and document cost savings in more detailed ways.
- Develop documented volunteer recruitment, retention, and recognition systems.
- Involve volunteers in cross training to expose them to various departmental functions and increase their skill. This can also increase their utility, allowing for more flexibility in making work assignments, and can increase their appreciation and understanding of the department.

4.6.2 PARTNERSHIPS

Shawnee County Parks and Recreation has a burgeoning partnership network that shows strong signs of further growth. Current partners include school districts, municipalities within the county, athletic associations, libraries, theaters, business associations, press, media, nonprofit organizations, and foundations. The Shawnee County Parks and Recreation Foundation, besides serving as a partner to the department, serves as a valuable mechanism for developing and facilitating other partnerships in the area with an overarching goal of supporting the long-term preservation of park and recreational facilities for the department.

A stated organizational goal for Shawnee County Parks and Recreation is to further expand partnerships for the department. The initial step in developing multiple partnerships in the community that expand existing relationships is to have an overall partnership philosophy that is supported by a policy framework for managing these relationships. Many times partnerships are inequitable to the public agency and do not produce reasonable shared benefits between parties. The recommended policies will promote fairness and equity within the existing and future partnerships while helping staff to manage against potential internal and external conflicts. Certain partnership principles must be adopted by the department for existing and future partnerships to work effectively. These partnership principles are as follows.

- All partnerships require a working agreement with measurable outcomes and will be evaluated on a regular basis. This should include reports to the department on the performance and outcomes of the partnership.
- All partnerships should track costs associated with the partnership investment to demonstrate the shared level of equity.
- All partnerships should maintain a culture that focuses on collaborative planning on a regular basis, regular communications, and annual reporting on performance and outcomes.

Partnerships can be pursued and developed with other **public** entities such as neighboring cities, schools, colleges, state or federal agencies; **nonprofit** organizations; and with **private** for-profit organizations. There are recommended standard policies and practices that will apply to any partnership, and those that are unique to relationships with private for-profit entities.

POLICY RECOMMENDATIONS FOR ALL PARTNERSHIPS

All partnerships developed and maintained Shawnee County Parks and Recreation should adhere to common policy requirements. These include:

- Each partner will meet with or report to Shawnee County Parks and Recreation staff on a regular basis to plan and share activity-based costs and equity invested.
- Partners will establish measurable outcomes and work through key issues to focus on in the coming year to meet the desired outcomes.
- Each partner will focus on meeting a balance of equity agreed upon, and track investment costs accordingly.
- Measurable outcomes will be reviewed quarterly and shared with each partner, with adjustments made as needed.
- A working partnership agreement will be developed and monitored together on a quarterly or as-needed basis.
- Each partner will assign a liaison to serve each partnership agency for communication and planning purposes.
- If conflicts arise between partners, the Director of Shawnee County Parks and Recreation, along with the other partner's highest ranking officer assigned to the agreement, will meet to resolve the issue(s) in a timely manner. Any exchange of money or traded resources will be made based on the terms of the partnership agreement.
- Each partner will meet with the other partner's respective board or managing representatives annually, to share updates and outcomes of the partnership agreement.

POLICY RECOMMENDATIONS FOR PUBLIC/PRIVATE PARTNERSHIPS

The recommended policies and practices for public/private partnerships that may include businesses, private groups, private associations, or individuals who desire to make a profit from use of Shawnee County facilities or programs are detailed below. These can also apply to partnerships where a private party wishes to develop a facility on park property, to provide a service on publicly owned property, or who has a contract with the agency to provide a task or service on the county's behalf at public facilities. These unique partnership principles are as follows.

- Upon entering into an agreement with a private business, group, association or individual, the Shawnee County Parks and Recreation Department staff and political leadership must recognize that they must allow the private entity to meet their financial objectives within reasonable parameters that protect the mission, goals, and integrity of the county.
- As an outcome of the partnership, Shawnee County Parks and Recreation must receive a designated fee that may include a percentage of gross revenue dollars less sales tax on a regular basis, as outlined in the contract agreement.
- The working agreement of the partnership must establish a set of measurable outcomes to be achieved, as well as the tracking method of how those outcomes will be monitored by the department. The outcomes will include standards of quality, financial reports, customer satisfaction, payments to the department, and overall coordination with the department for the services rendered.
- Depending on the level of investment made by the private contractor, the partnership agreement can be limited to months, a year, or multiple years.
- If applicable, the private contractor will provide an annual working management plan, and they will follow to ensure the outcomes desired by Shawnee County Parks and Recreation. The management plan can and will be negotiated, if necessary. Monitoring of the management plan will be the responsibility of both partners. The department must allow the contractor to operate freely in their best interest, as long as the outcomes are achieved and the terms of the partnership agreement are adhered to.
- The private contractor cannot lobby city or county advisory or governing boards for renewal of a contract. Any such action will be cause for termination. All negotiations must be with the Shawnee County Parks and Recreation Department Director or their designee.

- The agency has the right to advertise for private contracted partnership services, or negotiate on an individual basis with a bid process based on the professional level of the service to be provided.
- If conflicts arise between both partners, the highest-ranking officers from both sides will try to resolve the issue before going to each partner's legal counsels. If none can be achieved, the partnership shall be dissolved.

4.6.3 PARTNERSHIP OPPORTUNITIES

These recommendations are an overview of existing partnership opportunities available to Shawnee County Parks and Recreation, as well as a suggested approach to organizing partnership pursuits. This is not an exhaustive list of all potential partnerships that can be developed, but can be used as a tool of reference for the agency to develop its own priorities in partnership development. The following five areas of focus are recommended.

1. **Operational Partners:** Other entities and organizations that can support the efforts of Shawnee County Parks and Recreation to maintain facilities and assets, promote amenities and park usage, support site needs, provide programs and events, and/or maintain the integrity of natural/cultural resources through in-kind labor, equipment, or materials.
2. **Vendor Partners:** Service providers and/or contractors that can gain brand association and notoriety as a preferred vendor or supporter of Shawnee County Parks and Recreation in exchange for reduced rates, services, or some other agreed upon benefit.
3. **Service Partners:** Nonprofit organizations and/or friends groups that support the efforts of the department to provide programs and events, and/or serve specific constituents in the community collaboratively.
4. **Co-branding Partners:** Private for-profit organizations that can gain brand association and notoriety as a supporter of Shawnee County Parks and Recreation in exchange for sponsorship or co-branded programs, events, marketing and promotional campaigns, and/or advertising opportunities.
5. **Resource Development Partner:** A private, nonprofit organization with the primary purpose to leverage private sector resources, grants, other public funding opportunities, and resources from individuals and groups within the community to support the goals and objectives of the department on mutually agreed strategic initiatives.

4.7 MARKETING AND PROMOTION

Recreation Division staff are engaged in marketing and promotion to varying degrees. The department has a full-time Marketing Coordinator that facilitates the production of an activities brochure, news releases, Foundation information, media requests, and other communication and promotion tasks. Furthermore, the division recently launched a new website for the department and created new opportunities for online program registrations and shelter reservations.

Despite these successes, which are admirable particularly considering the recent city-county merger, it is a stated priority of the department to enhance communication and establish a marketing campaign to increase public awareness of department programs and services. These goals were also articulated by focus groups, and are prevalent throughout the organization.

Effective communication strategies require striking an appropriate balance between the content of messaging with the volume of the messaging while utilizing the "right" methods of delivery. The department has multiple subjects and areas of focus that should be addressed in communications and will need to rely upon multiple types of media to deliver those messages. Similarly, the community must perceive the interconnectedness of this whole messaging process so that it is not received as fragmented and overwhelming.

A strategic marketing plan is recommended to address the following:

- Target audiences/markets identification
- Key messages for each target market
- Communication channels/media for each target market
- Graphic identity and use protocols
- Style handbook for all marketing material
- Social media strategies and tactics
- Communication schedule
- Marketing roles and responsibilities

The marketing plan must build upon and integrate with supporting plans, such as this Master Plan, and directly coordinate with organizational priorities to be effective. The plan needs to provide specific guidance as to how the department's identity and brand is to be consistently portrayed across the multiple methods and deliverables used for communication.

Other recommendations for marketing and promotion include:

- Update and clearly articulate the vision and mission for Shawnee County Parks and Recreation in all publications and media information.
- Use community input from survey results, focus group meetings, program assessments, on-site surveys, etc. to inform marketing efforts.
- Build volunteerism in the marketing and communication efforts, and recruit new volunteers with new skills as the marketing program grows.
- Establish performance measures for marketing efforts and review them regularly.
- Enhance relationships with partners that can leverage marketing efforts through cross-promotion.

4.8 SUMMARY OF RECOMMENDATIONS

PROGRAM PORTFOLIO MANAGEMENT

- Consider expanding program offerings to meet the desires expressed by the public, including providing more programs for seniors and those with disabilities. This also aligns with the demographic trend of an aging population in Shawnee County.
- Continue to provide youth sports and after school programs, as well as summer camps, as these are highly valued and match recreation participation trends in the community.
- Increase program offerings in West and Southwest areas of the county.
- As the riverfront is developed, consider program opportunities, particularly related to educational programming or special events that may assist with tourism goals.
- Designate core program areas, as specified earlier in this assessment.

PROGRAM LIFECYCLE MANAGEMENT

- Strive to keep about 40-50% of all recreation programs in the Introductory or Take-off lifecycle stages, and about 40-50% in the Mature stage.
- Programs falling into the Saturation or Decline stages should be reprogrammed or retired to create new programs for the Introductory stage.

COST RECOVERY, PRICING, AND FINANCIAL MANAGEMENT

- Use programmatic areas, rather than geography (as many of the recreation subdivisions do), as the basis for cost recovery goals. The core programs identified in this recreation program assessment should serve as an effective breakdown, because they group programs with similar cost recovery goals.
- Cost recovery targets should be identified for each program area, at the least, and for specific programs or events at the most. Currently, there appears to be an “all or nothing” approach, where about half of the programs seek to fully recover costs and the other half have no clear target.
- Classify programs as core essential, important, and value-added and apply true cost of service pricing to each program area before applying additional cost recovery goals.
- Use the spectrum of public-to-private benefit to inform cost recovery targets and pricing strategies. The department should subsidize programs providing public benefits.
- Non-core programs, which are less critical to or further away from the agency mission, should aim to yield a higher cost recovery rate to sustain themselves, leaving the limited tax-based appropriations to fund core programs.
- Full cost of accounting that accurately calculates direct and indirect costs should be used to develop prices and cost recovery goals. Department staff should be trained on this process.
- Programs, and their associated prices, provided by competitors and other providers should be benchmarked annually to monitor changes they are making and how they compare with the department’s programs.
- Very brief business plans need to be developed for each program area, particularly the core program areas. They will help monitor the success of achieving outcomes, help control cost recovery, guide operational adjustments, and serve as budget development tools.

PERFORMANCE MANAGEMENT

- Implement consistent system-wide recreation program standards.
- Conduct an annual review process so that staff and leadership can review policies, operations, issues, and plans for the future.
- Begin documenting the program development process to formalize and coordinate program lifecycles in a strategic way.
- Develop an instructor/contractor tool kit or resource package with critical information and information on strategic frameworks.
- Create ongoing connections with part-time and seasonal staff to integrate them to the department and to help manage satisfaction and performance.
- Identify customer requirements for core program areas (at least) and use them for performance management.
- Conduct an environmental scan of best practices every few years to inspire innovation and help make corrections to program operations.
- Implement a system-wide and centralized approach for collecting customer feedback.
- Develop and implement quality control mechanisms for instructors and contractors to ensure effectiveness and build credibility.

VOLUNTEER MANAGEMENT

- Foster a system-wide approach to volunteer recruitment and management, including coordinated and standardized position descriptions and application/acceptance requirements.
- Develop a tracking system to quantify the number of volunteer hours according to program area and specific function and document cost savings in more detailed ways.
- Develop documented volunteer recruitment, retention, and recognition systems.
- Involve volunteers in cross training to expose them to various departmental functions and increase their skill. This can also increase their utility, allowing for more flexibility in making work assignments, and can increase their appreciation and understanding of the department.

PARTNERSHIP MANAGEMENT

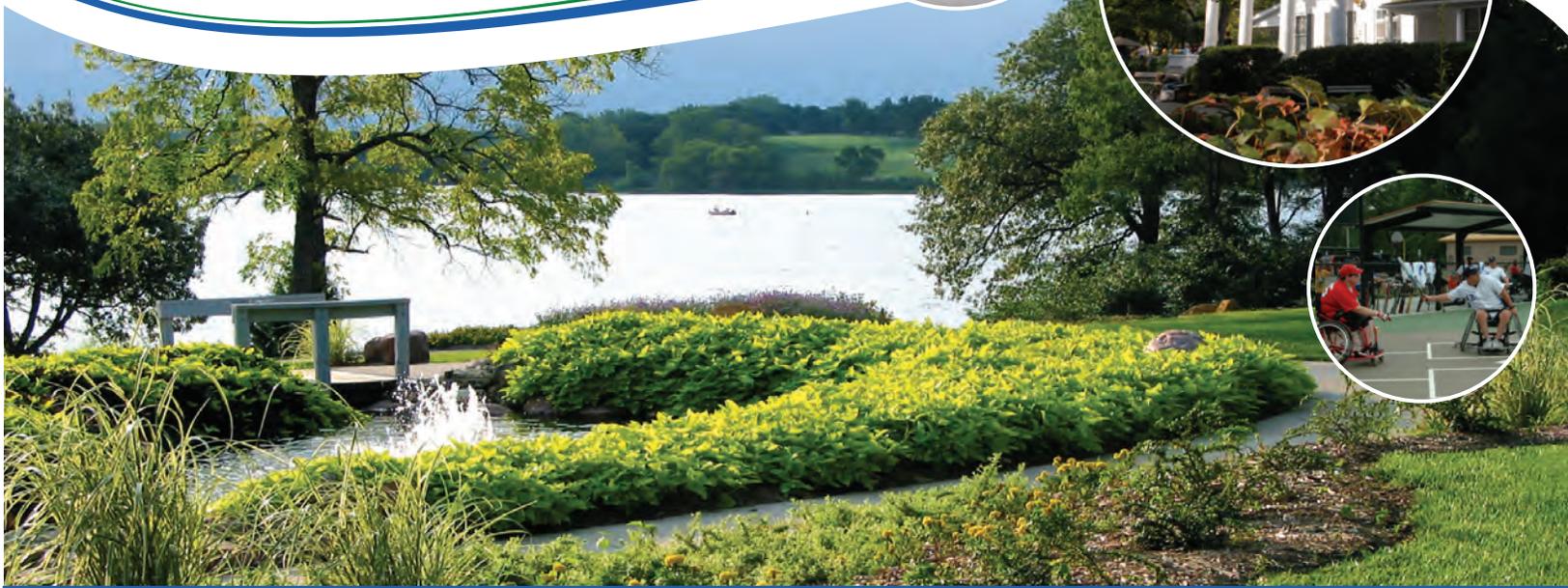
- Formalize and continually maintain an overall partnership philosophy supported by a policy framework.
- Consider additional partnerships with schools, libraries, and nonprofits, particularly to provide expanded educational programming.
- Require all partnerships to have a working agreement with measurable outcomes evaluated on a regular basis.
- Require all partnerships to track costs to demonstrate the shared level of equity and investment.
- Maintain a culture of collaborative planning for all partnerships, focusing on regular communications and annual reporting.

MARKETING AND PROMOTION

- Develop a strategic marketing plan that focuses the brand and identity of the department as well as increases communication about programs and services.
- Tie the marketing plan directly to the department's mission and vision.
- Provide specific guidance as to how the department's identity and brand should be consistently portrayed across the multiple methods and deliverables used for communication.
- Use community input to inform marketing efforts.
- Build volunteerism in the marketing and communication efforts, and recruit new volunteers with new skills as the marketing program grows.
- Establish performance measures for marketing efforts and review them regularly.
- Enhance relationships with partners that can leverage marketing efforts through cross-promotion.

CHAPTER FIVE

PARK AND FACILITY ANALYSIS



5.1 PARK ASSESSMENTS

In June 2013, the PROS team assessed a representative cross section of parks at each level for Shawnee County Parks & Recreation (SCPR). Through the analysis process, the assessments provide an understanding of existing offerings of the system and a clear understanding of existing conditions, along with size, age, and maintenance levels provided throughout the system. Based on these inventories, comprehensive recommendations for classifications based on National Recreation and Parks Association (NRPA) guidelines can be developed. Using these classifications, a standard for level of service to the residents of Shawnee County can be addressed and allow for the formulation of capital improvement recommendations for future improvements and expansion opportunities for the full system.

5.1.1 METHODOLOGY

Inventory and assessment of each park visited included evaluation of the conditions exhibited on the site of various program elements and site features. Park program elements and site feature conditions were rated using a differential scale of +/0/-. The definition for each of these condition ratings is as follows.

RATING SYSTEM

Assessment Rating	Definition
+	Program elements or site features are in excellent condition, with no apparent immediate maintenance needed.
0	Program elements or site features are in good working condition with little or no immediate maintenance required.
-	Program elements or site features are in need of improvement requiring significant immediate maintenance, removal or replacement.

Program elements and site features contained within individual assessments indicate various constructed elements or activities supported on site. Specific examples of program elements and features include picnic areas, playgrounds, shelters or pavilions, ball fields, sport courts, etc.

5.1.2 ASSESSED PARKS AND FACILITIES

As part of the master plan, all Shawnee County Parks and Recreation sites were inventoried and assessed through a combination of the Consulting Team and department staff.

Each park visited was inventoried and assessed in regard to park offerings, locations, conditions, accessibility, and future opportunities for improvements and expansion. Additional information was gathered pertaining to sizes, maintenance, and activity levels. A detailed selection of images was taken for each facility reviewed and included to support reviewer findings. The inventory and assessments from each park and facility are included in **Appendix B** and **Appendix C**.

5.2 SUMMARY OF PARK ASSESSMENTS

5.2.1 STRENGTHS

- Shawnee County is well served by a variety of parks, but is not evenly dispersed throughout the service area.
- Residents have a variety of programming options to choose from and have the ability to take advantage of unique programs that are not found in many park systems.
- The parks and streetscape areas are well maintained with regular mowing and tree trimming schedules.
- Most of the parks contain large existing trees, providing shade and experiences not found in other regional park systems.
- Parks were clean and free of debris and graffiti.

5.2.2 OPPORTUNITIES

- Develop a schedule for updating existing facilities to meet current ADA guidelines for facilities, playgrounds, boat facilities, etc.
- Consider removal and replacement of aging playground equipment and surfacing. In playgrounds where older equipment is detached from each other, replace and/or combine elements into a single contained edge facility and verify that fall zones are allowed for all playgrounds and apparatus. Provide walkways to these areas from surrounding walkways.
- Provide perimeter loop trails when possible connecting to the surrounding community sidewalks and trails and provide connections to interior program elements. Include the addition of distance markers on new and existing trails where necessary.
- Provide greater variation in playground equipment and adult amenities to appeal to more age groups allowing for multiple activity options for each group. (i.e. – ages 2-5, 6-8, 9-12, 13-15, 16-20, 21-30, 31-45, 46-60, 61-70, 71+)
- Resurface park roads, parking lots, trails, basketball and tennis courts where deterioration is seen and develop a resurfacing schedule to address existing parks as necessary. Include new tennis and basketball nets and windscreens when court facilities have been repaired.
- Remove or repurpose unproductive sport courts and sport fields where deterioration is seen and return to open parkland that is less expensive to maintain.
- Provide sufficient trash receptacles throughout parks and provide tamper resistant connections to deter theft. Consider joint trash and pet waste stations as most parks do not contain waste stations.
- Provide consistent signage between parks. Several new neighborhood parks, which were developed independently, are inconsistent with the standards set and seen in most Shawnee County controlled parks (ex: Sherwood Park where they used their own signage).

- Consider an additional maintenance facility to the Shawnee County facilities to allow for easier maintenance efforts over the broad ranging parks and provide space for potential conservancy partnering.
- Consider adding a fertilizing/weed killing schedule to existing maintenance schedule to improve turf maintenance.
- Consider the addition of several new aquatic facilities to meet community needs and to replace the Crest-view facility and other nonproductive facilities and to serve underserved areas of the County (primarily South/Southwest).
- Consider adding a dog park in the South part of Topeka to soften the demand on the Hills Bark Park in Gage Park.
- Consider development of master plans for improvements to the western edge of Gage Park, Dornwood Park, and Family Park.
- Consider installations of splash pads as replacements for aging equipment where parks have a mix of new and old equipment to ease the need for additional aquatic centers.
- Consider locations where newer program elements such as environmental art, environmental learning stations, and nature play might be incorporated into the program.
- Provide a trail connection between the Deer Creek, Lake Shawnee, and Landon Trails to extend existing trails network, providing access to 150 miles of additional trails.
- Address and update deteriorating parks based on lifecycle replacement schedules that include new playground equipment, additional picnic shelters, new spray grounds, sports courts, and restroom updates (i.e. – Giles and Garfield Parks).
- Shawnee County should consider developer payments in lieu of land donations in their negotiations.



5.3 PARK CLASSIFICATIONS & LEVEL OF SERVICE STANDARDS

This inventory identifies the various county parks and recreation facilities within Shawnee County and establishes a classification framework based on facility size using standards adopted and recognized by the National Recreation and Park Association Guidelines, 1996. Additional information relating to general descriptions of each service level, typical program, site size standards and area required per 1,000 residents is further outlined based upon the NRPA Guidelines. The categories for this classification system include Regional Parks, Community Parks, Recreation Centers, Linear Parks and Greenways, Conservation Parks, Nature and Pedestrian Trails, Specialty Parks, Neighborhood Parks, Mini-Parks and Golf Courses. The classifications and standards for this analysis and evaluation are seen in greater detail in the following table.

NRPA Service Categories

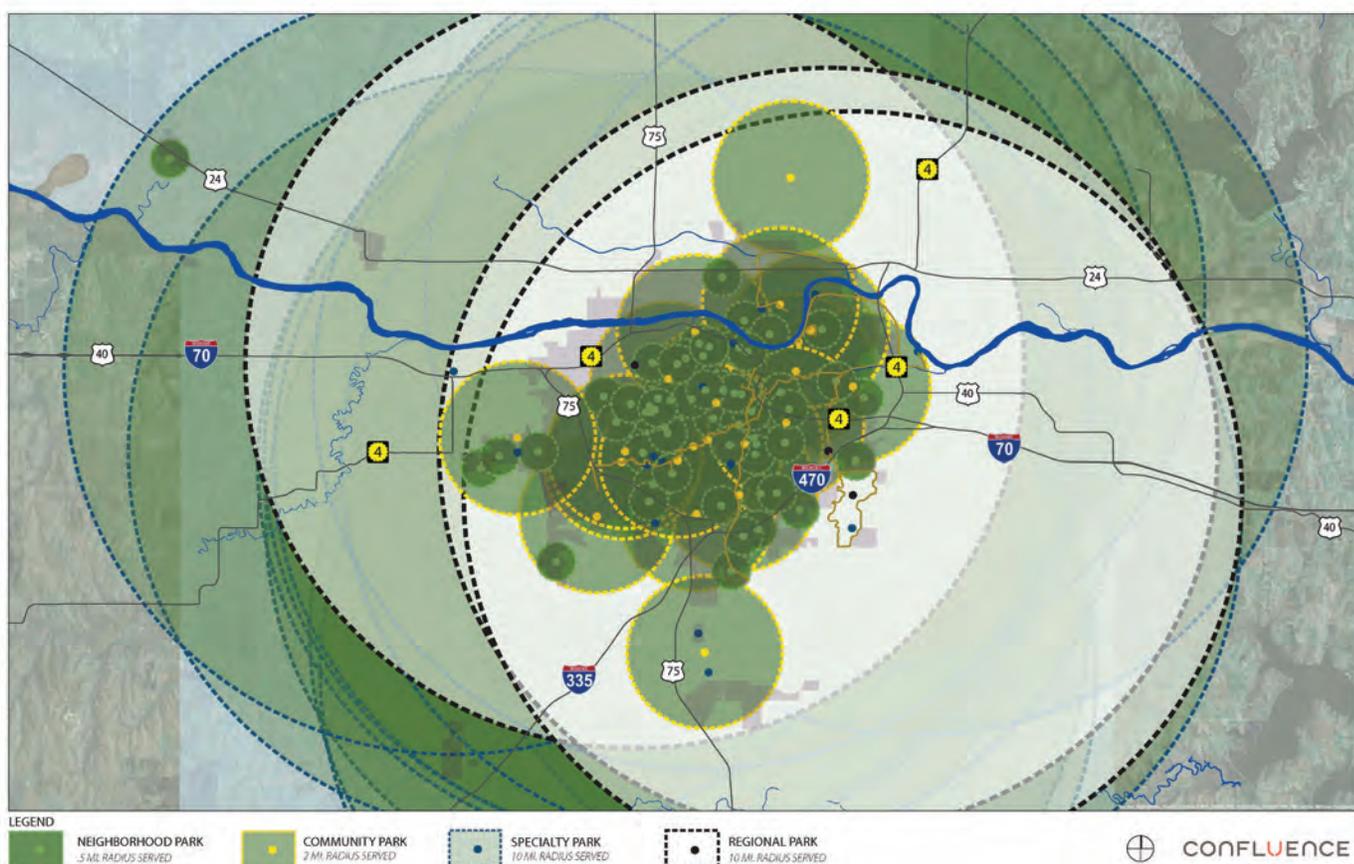
* Classification	* General Description	* Program	* Size Criteria	*Area/ 1,000 Residents	**Service Radius (ULI)
Regional Park	Serves a broader purpose than community parks and are used when community and neighborhood parks are not adequate to serve the needs of the community. Focus is on meeting community-based recreational needs, as well as preserving unique landscapes and open spaces	Program should include a variety of both active and passive facilities and include facilities capable of supporting tournaments. Program should include facilities drawing visitors to the site as a "regional destination" with unique activities and services. Internal trails should connect the various pieces providing easy accessibility.	As needed to accommodate desired uses. Usually between 50 to 75 acres, but up to 1,000 acres	15 acres	10 miles, but serves residents outside of this area
Community Park	Serves broader purposes than neighborhood parks. The focus is on meeting community based recreation needs, as well as preserving unique landscapes and open spaces.	Program should include a variety of both active and passive facilities and include facilities capable of supporting larger groups not feasibly accommodated by neighborhood parks. Amenities should be similar to those in neighborhood parks, but provide more extensive opportunities for larger gatherings including pavilions, amphitheaters and informal ball fields.	As needed to accommodate desired uses. Usually between 30 to 50 acres, but up to 100 acres	5 acres	2 miles
Community Center	Indoor facility serving local populations needs for indoor recreation, gathering, meeting and event spaces.	Gyms, aerobic and weight facilities, Art Spaces, Amphitheaters, Classrooms and Gathering Spaces, Indoor Aquatic Facilities	As needed to accommodate desired uses. Usually between 1 to 2 acres	1/10,000	N/A
Linear Park/Greenway	Effectively ties park systems components together to form a continuous park environment	Linear parks are typically conservation areas used to protect the natural environment and tie together various parks within a system utilizing trails. Smaller activity spaces such as playgrounds, picnic areas, sitting areas and disc golf courses may be stretched out along the length of the green space.	Unlimited length, but should be wide enough to safely contain a multi-use trail and buffered green space	N/A	N/A
Conservation Park	Lands set aside for preservation of significant natural resources, remnant landscapes, open space and visual/aesthetic buffering	Protected and unsuitable lands for development capable of housing passive trails and activities such as overlooks and picnic areas	Varies	N/A	N/A
Nature and Pedestrian Trails	Hard and soft trails that may be located within parks or public road right of ways providing opportunities for recreational activity, alternative transportation, environmental exploration, off-roading opportunities, and horseback riding	Roadways/Hard Trails and Aggregate Trails, Benches or rest stops, water fountains, trailheads and distance markers.	Unlimited length, but should allow for a variety of soft and hard trail options and activities	1 System/ Region	N/A
Specialty Parks	Covers a broad range of parks and recreational facilities oriented towards as single purpose	May include historical/cultural/social gathering sites and specialized program recreational facilities.	Varies depending on specific use	N/A	Varies by use
Neighborhood Parks	The basic unit of the park system and serves as the recreational and social focus of the neighborhood. Focus is on informal active and passive recreation.	Active and Passive Recreational activities and open spaces including play structures, court games, informal play-fields, trails, and picnic areas.	Between 5-10 acres, but may vary depending on program needs	5 acres	.5 miles
Mini-Parks	Addresses limited, isolated or unique recreational needs	Landscape Areas, Scenic Overlooks, Small Play Areas and Gateways	Between 2,500 s.f. up to 4 acres	2 acres	.5 miles
Golf Courses	Standard 18 hole golf course and practice facility	Golf Course, Driving Range, Practice Green and Clubhouse and Maintenance Facility	Varies	1 facility/ 50,000 residents	N/A

Note: This analysis does not include facilities or service levels generated by private entities/parks or school facilities
 *NRPA Standards were used for classifications, descriptions, program, size, and area/ 1000 residents
 **ULI standards were used to define service radii for each park classification

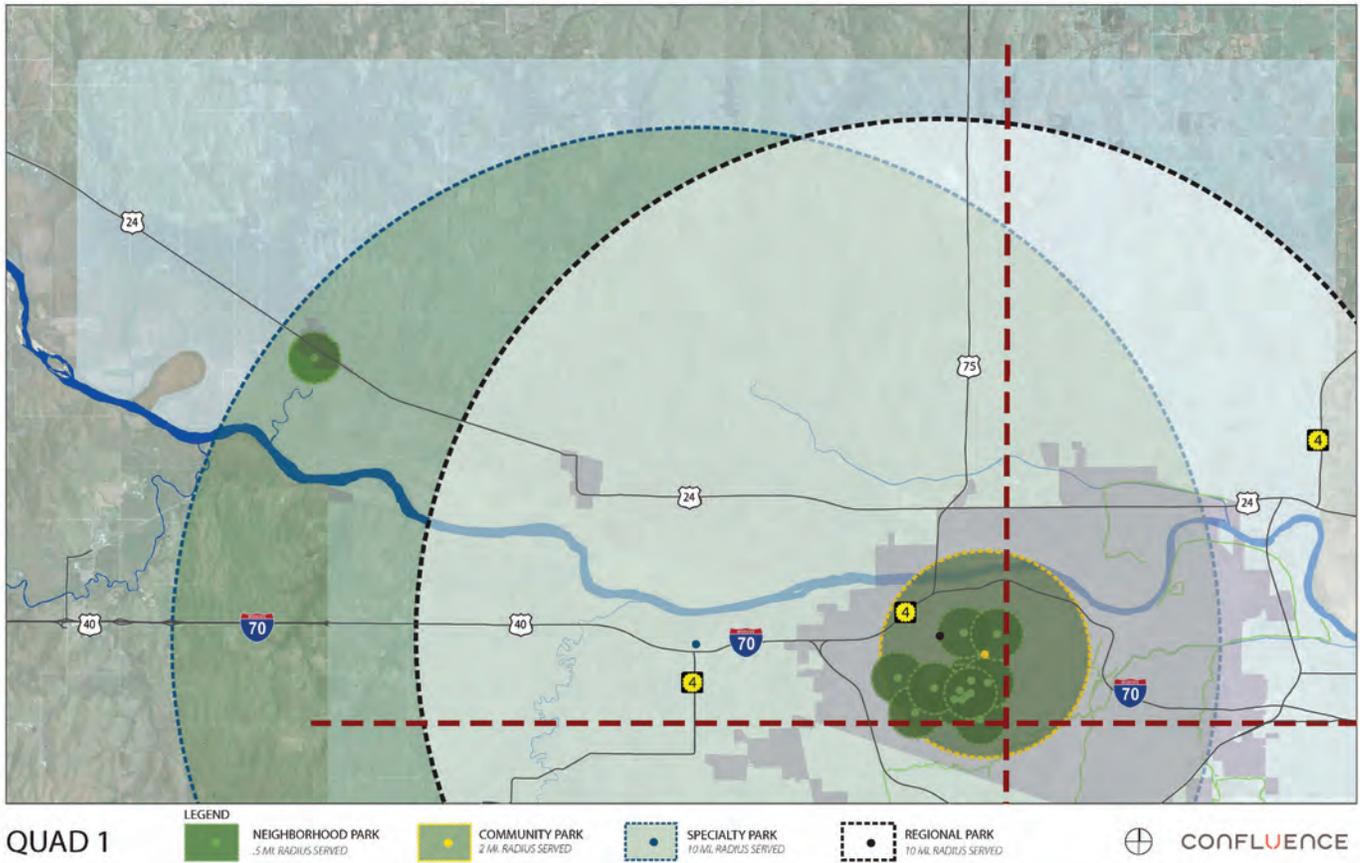
Due to the variable nature of NRPA level of service radii determination, this study utilizes the Urban Land Institute (ULI) standards to determine service radii for each facility. Although the terminology used to classify the parks varies slightly, compatible categories can be seen with correlations between required acres per 1,000 residents and programs that may be included within the various categories. Within the ULI system, playgrounds and neighborhood parks are compatible with mini-parks and neighborhood parks both providing a .5-mile service radius. Both systems classify community parks and regional parks by the same terminology. These classifications include community parks, which provide a 2-mile service radius and regional parks providing a 10-mile service radius.

5.3.1 LEVEL OF SERVICE MAPS

SHAWNEE COUNTY



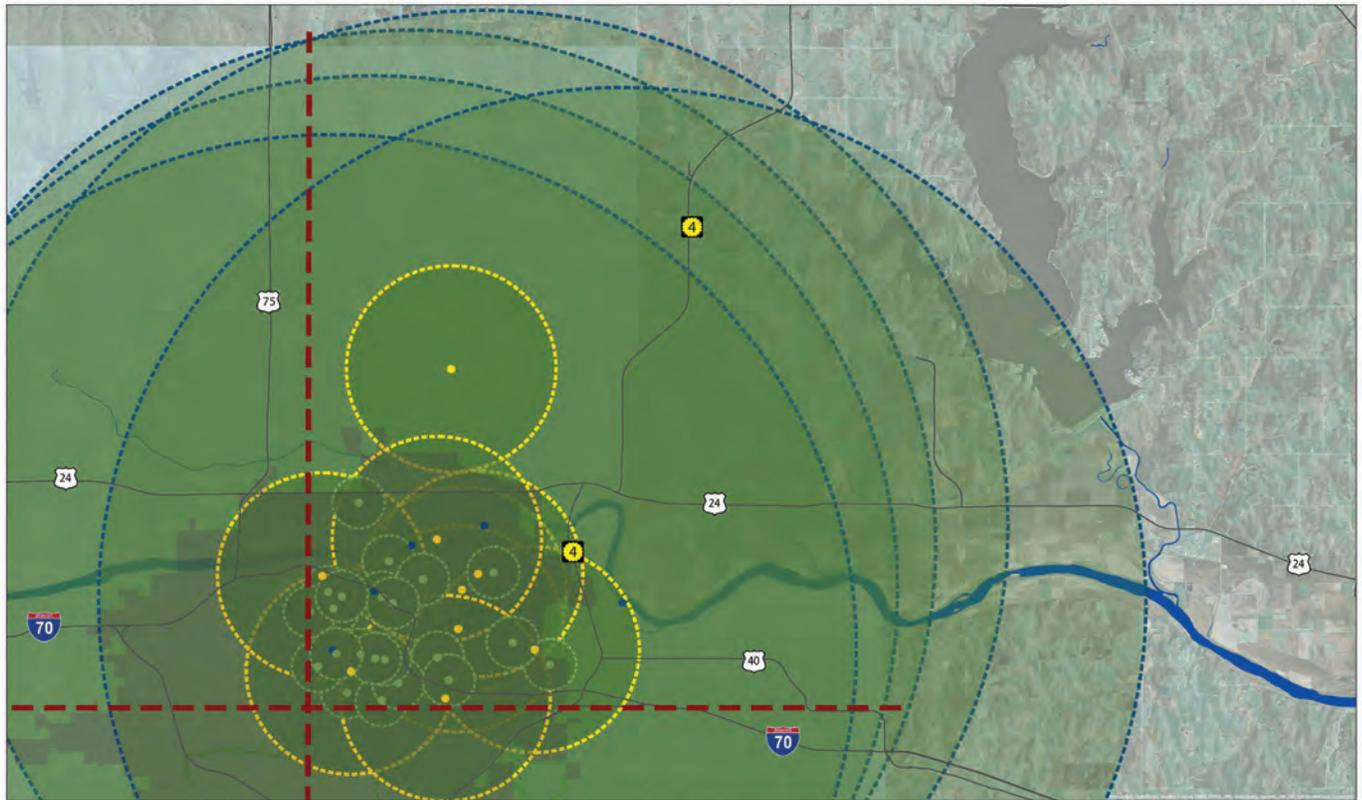
SHAWNEE COUNTY QUAD 1





SHAWNEE COUNTY
PARKS & RECREATION
Parks and Recreation Master Plan

SHAWNEE COUNTY QUAD 2



QUAD 2

LEGEND



NEIGHBORHOOD PARK
5 MI. RADIUS SERVED



COMMUNITY PARK
2 MI. RADIUS SERVED



SPECIALTY PARK
10 MI. RADIUS SERVED

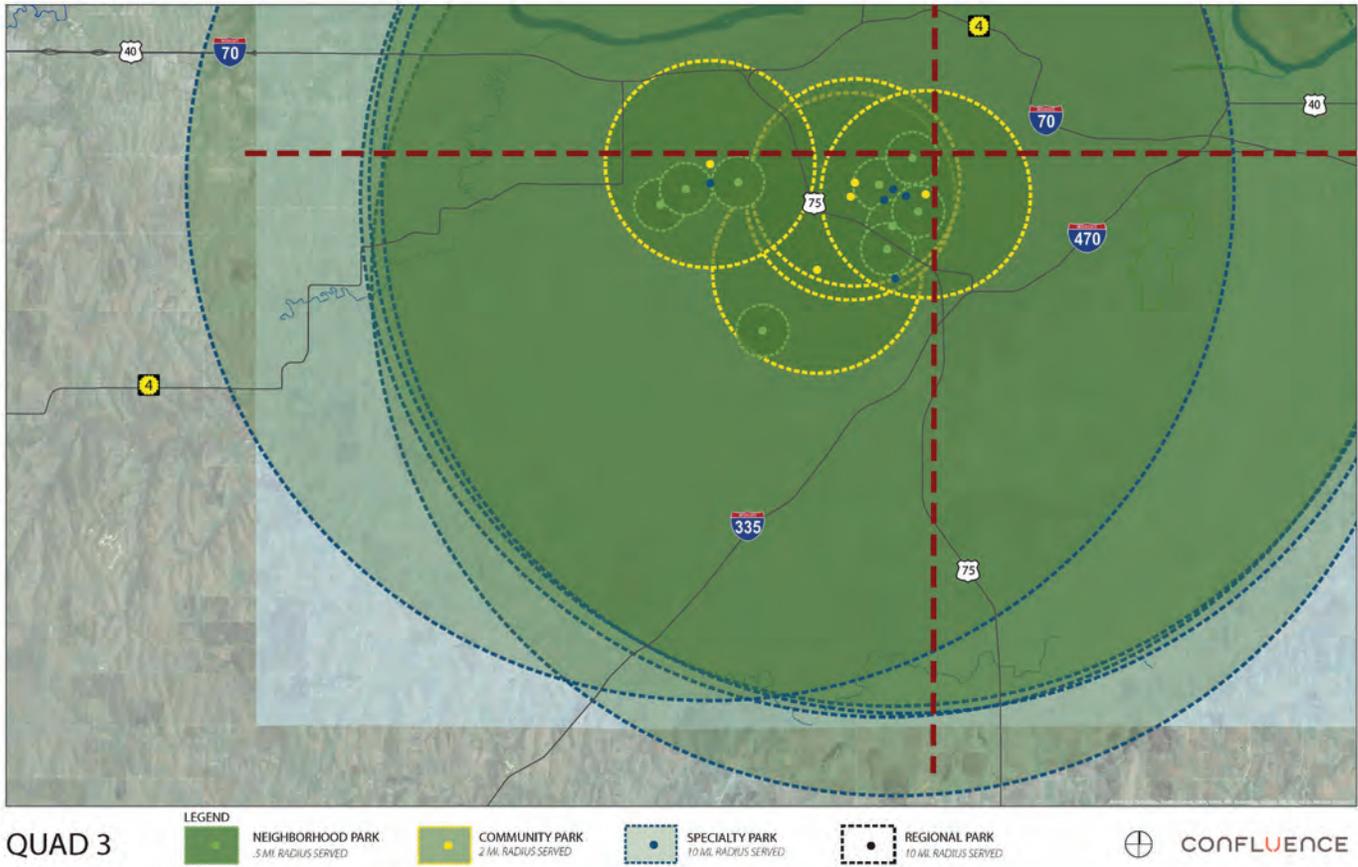


REGIONAL PARK
10 MI. RADIUS SERVED

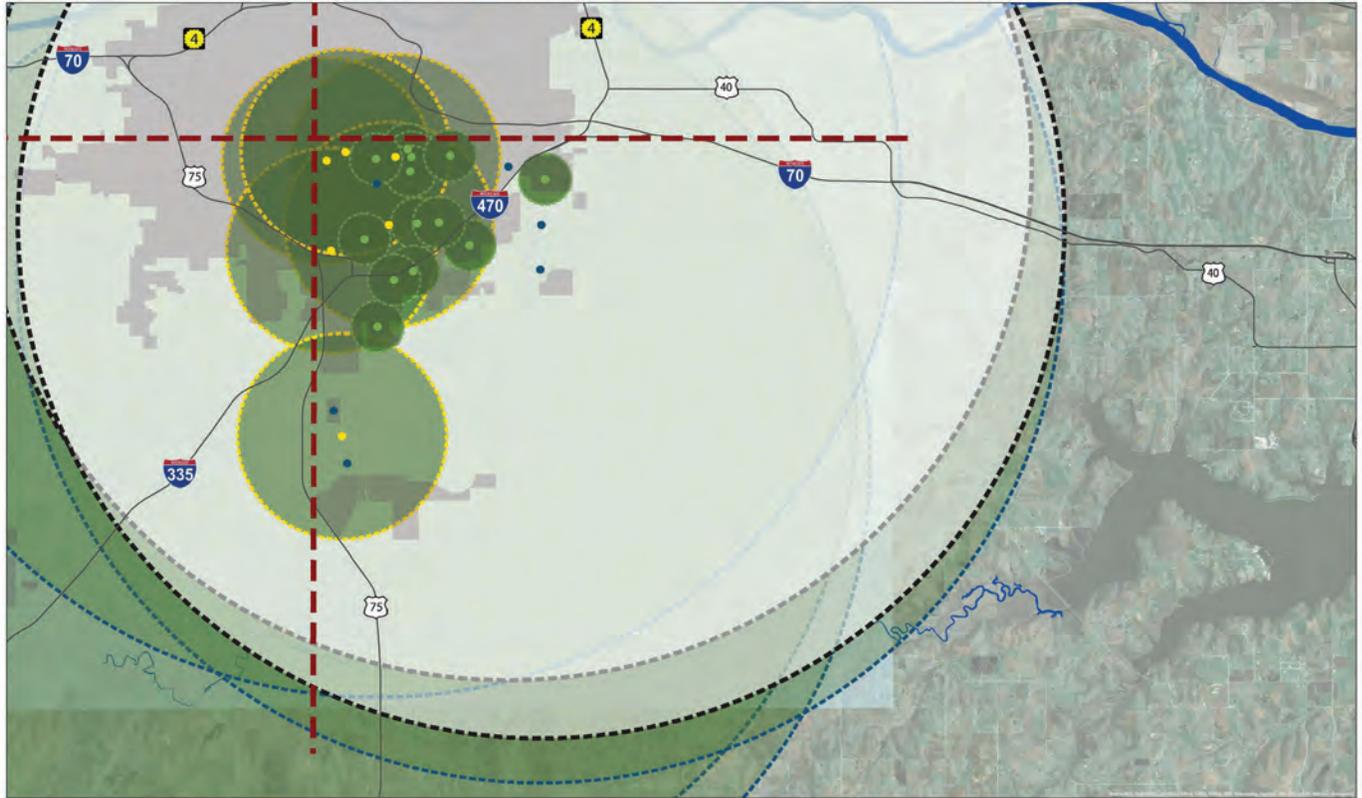


CONFLUENCE

SHAWNEE COUNTY QUAD 3



SHAWNEE COUNTY QUAD 4



QUAD 4

LEGEND	 NEIGHBORHOOD PARK <small>0.5 MI. RADIUS SERVED</small>	 COMMUNITY PARK <small>2 MI. RADIUS SERVED</small>	 SPECIALTY PARK <small>10 MI. RADIUS SERVED</small>	 REGIONAL PARK <small>10 MI. RADIUS SERVED</small>	 CONFLUENCE
---------------	--	---	--	---	---

5.3.2 FINDINGS

Classifications and the service radius of each individual county facility, using the standards described above, determined levels of service. Using these service radii, the number of facilities available to residents within a comfortable distance in various parts of the service area can be determined showing how well they are “served.” Assuming a four-level standard for service, where residents falling within the service radii of one park are considered minimally serviced, two facilities adequately serviced, three facilities moderately serviced, and four or more parks heavily serviced. Additional services generated by private entity or school facilities were not included in this level of service analysis. The assessment of service levels generated in this study replaces the previous standard now considered outdated by NRPA of 10 acres of parks per 1000 residents. Based on the old standard of 10 acres/1000, the 2,582 acres maintained by Shawnee County Parks and Recreation are more than sufficient for the estimated 178,991 residents in 2012. Within new guideline recommendations provided by NRPA, levels of service for individual program elements or activities should be handled on a case by case basis in order to tailor the system to the most appropriate age range, quantity, and quality of recreational facilities within fiscal limits of the individual system. A detailed assessment of the parks and open space available to Shawnee County residents provides an understanding of the opportunities that might be available within the community for development of other recreational amenities by the SCPR. Throughout this analysis, the focus has been to analyze the service and the long-term opportunities and benefits to the community. This method assists in creating a framework to evaluate future park and open space development initiatives for the county.

5.3.3 LEVEL OF SERVICE STANDARDS

Level of Service Standards is a guideline that defines service areas based on population that support investment decisions related to parks, facilities, and amenities. Level of Service Standards can and will change over time as the program lifecycles change and demographics of a community change.

PROS evaluated park facility standards using a combination of resources. These resources included National Recreation and Park Association (NRPA) guidelines, recreation activity participation rates reported by the Sports & Fitness Industry Association (SFIA) as it applies to activities that occur in the United States and the Shawnee County area, community and stakeholder input, findings from the prioritized needs assessment report, and general observations. This information allowed standards to be customized to Shawnee County Parks and Recreation.

These standards should be viewed as a guide. The standards are to be coupled with conventional wisdom and judgment related to the particular situation and needs of the community. By applying these facility standards to the population of Shawnee County, gaps and surpluses in park and facility/amenity types are revealed. Currently, there are needs to be met in the county to meet the needs of the community now and in the future. The standards outlined are not aggressive, but are conservative.

The following standards are shown for the whole system as well as broken into four quads to show where gaps and surplus lie in Shawnee County. These standards could be used to help make informed decisions when planning to develop new parks, facilities, and amenities.

Shawnee County Park Facility Standards

PARKS: 2012 Inventory - Developed Facilities											2012 Facility Standards		2017 Facility Standards	
Park Type		Shawnee County Park Inventory	Other Providers	Total Inventory	Current Service Level based upon population		Recommended Service Levels; Revised for Local Service Area		Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed	Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed		
Neighborhood Parks	acres per	192.15	-	192.15	1.07	acres per	1,000	1.00	acres per	1,000	Meets Standard	- Acre(s)	Meets Standard	- Acre(s)
Community Parks	acres per	697.90	-	697.90	3.87	acres per	1,000	4.00	acres per	1,000	Need Exists	23 Acre(s)	Need Exists	41 Acre(s)
Regional Parks	acres per	686.80	-	686.80	3.81	acres per	1,000	4.00	acres per	1,000	Need Exists	34 Acre(s)	Need Exists	52 Acre(s)
Specialty	acres per	882.77	-	882.77	4.90	acres per	1,000	5.00	acres per	1,000	Need Exists	18 Acre(s)	Need Exists	41 Acre(s)
Undeveloped Open Space Land	acres per	165.95	-	165.95	0.92	acres per	1,000	1.00	acres per	1,000	Need Exists	14 Acre(s)	Need Exists	19 Acre(s)
Total Park Acres	acres per	2,625.57	-	2,625.57	14.58	acres per	1,000	15.00	acres per	1,000	Need Exists	76 Acre(s)	Need Exists	145 Acre(s)
OUTDOOR AMENITIES:														
Shelter, Small (Open & Enclosed)	site per	47.00	-	47.00	1.00	site per	3,832	1.00	site per	5,000	Meets Standard	- Sites(s)	Meets Standard	- Sites(s)
Shelter, Medium (Open & Enclosed)	site per	9.00	-	9.00	1.00	site per	20,012	1.00	site per	15,000	Need Exists	3 Sites(s)	Need Exists	3 Sites(s)
Pavilion	site per	2.00	-	2.00	1.00	site per	90,053	1.00	site per	25,000	Need Exists	5 Sites(s)	Need Exists	5 Sites(s)
Soccer Youth Size 210' x 150'	field per	11.00	-	11.00	1.00	field per	16,373	1.00	field per	5,000	Need Exists	25 Field(s)	Need Exists	26 Field(s)
Soccer Regulation Size 360' x 240'	field per	4.00	14.00	18.00	1.00	field per	10,006	1.00	field per	7,500	Need Exists	6 Field(s)	Need Exists	7 Field(s)
Baseball Field 225'	field per	12.00	12.00	24.00	1.00	field per	7,504	1.00	field per	7,500	Meets Standard	0 Field(s)	Need Exists	1 Field(s)
Baseball Field 320' x 385'	field per	8.00	9.00	17.00	1.00	field per	10,594	1.00	field per	10,000	Need Exists	1 Field(s)	Need Exists	1 Field(s)
Softball Youth 225'	field per	9.00	21.00	30.00	1.00	field per	6,004	1.00	field per	7,000	Meets Standard	- Field(s)	Meets Standard	- Field(s)
Softball Adult 300'	field per	9.00	2.00	11.00	1.00	field per	16,373	1.00	field per	8,000	Need Exists	12 Field(s)	Need Exists	12 Field(s)
Outdoor Basketball Courts	court per	26.00	-	26.00	1.00	court per	6,927	1.00	court per	4,000	Need Exists	19 Court(s)	Need Exists	20 Court(s)
Tennis Courts	court per	20.00	59.00	79.00	1.00	court per	2,280	1.00	court per	4,000	Meets Standard	- Court(s)	Meets Standard	- Court(s)
Playgrounds	site per	65.00	48.00	113.00	1.00	site per	1,594	1.00	site per	2,500	Meets Standard	- Site(s)	Meets Standard	- Site(s)
Off-Leash Area	site per	1.00	-	1.00	1.00	site per	180,105	1.00	site per	40,000	Need Exists	4 Site(s)	Need Exists	4 Site(s)
Volleyball Pit	court per	3.00	-	3.00	1.00	court per	60,035	1.00	court per	10,000	Need Exists	15 Court(s)	Need Exists	15 Court(s)
Skate Park	site per	2.00	-	2.00	1.00	site per	-	1.00	site per	40,000	Need Exists	3 Site(s)	Need Exists	3 Site(s)
Hard & Soft Multi-Use Trails (Miles)	miles per	43.57	-	43.57	0.24	miles per	1,000	0.04	miles per	1,000	Meets Standard	- Mile(s)	Meets Standard	- Mile(s)
Outdoor Pools	site per	8.00	5.00	13.00	1.00	site per	13,854	1.00	site per	20,000	Meets Standard	- Site(s)	Meets Standard	- Site(s)
Recreation Facilities (Square Feet)	SF per	161,625.00		161,625.00	0.90	SF per	person	1.50	SF per	person	Need Exists	108,533 Square Feet	Need Exists	115,467 Square Feet
2012 Estimated Population		180,105												
2017 Estimated Population		184,728												

Notes:

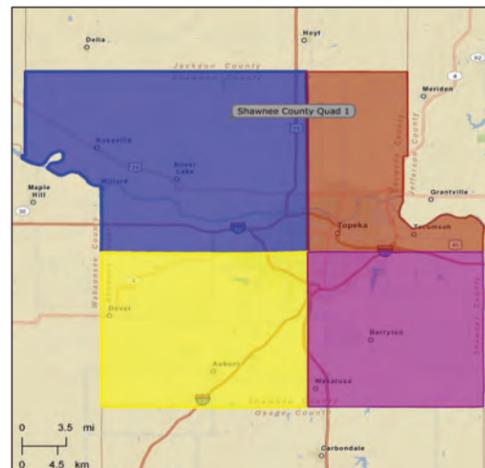
There are no recommended service levels for undeveloped open space land
Other providers include not-for-profit, one for-profit, schools and one private schools

Shawnee County Quad 1 Park Facility Standards

PARKS:	2012 Inventory - Developed Facilities								2012 Facility Standards			2017 Facility Standards		
	Park Type	Shawnee County Quad 1 Park Inventory	Current Service Level based upon population			Recommended Service Levels; Revised for Local Service Area			Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed		Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed	
Neighborhood Parks	acres per	23.05	0.67	acres per	1,000	1.00	acres per	1,000	Need Exists	11	Acre(s)	Need Exists	12	Acre(s)
Community Parks	acres per	12.70	0.37	acres per	1,000	4.00	acres per	1,000	Need Exists	125	Acre(s)	Need Exists	129	Acre(s)
Regional Parks	acres per	161.50	4.69	acres per	1,000	4.00	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
Specialty	acres per	11.97	0.35	acres per	1,000	5.00	acres per	1,000	Need Exists	160	Acre(s)	Need Exists	165	Acre(s)
Undeveloped Open Space Land	acres per	1.50	0.04	acres per	1,000	1.00	acres per	1,000	Need Exists	33	Acre(s)	Need Exists	34	Acre(s)
Total Park Acres	acres per	210.72	6.12	acres per	1,000	15.00	acres per	1,000	Need Exists	306	Acre(s)	Need Exists	322	Acre(s)
OUTDOOR AMENITIES:														
Shelter, Small (Open & Enclosed)	site per	13.00	1.00	site per	2,649	1.00	site per	5,000	Meets Standard	-	Sites(s)	Meets Standard	-	Sites(s)
Shelter, Medium (Open & Enclosed)	site per	1.00	1.00	site per	34,433	1.00	site per	15,000	Need Exists	1	Sites(s)	Need Exists	1	Sites(s)
Pavilion	site per	1.00	1.00	site per	34,433	1.00	site per	25,000	Meets Standard	0	Sites(s)	Meets Standard	0	Sites(s)
Soccer Youth Size 210' x 150'	field per	2.00	1.00	field per	17,217	1.00	field per	5,000	Need Exists	5	Field(s)	Need Exists	5	Field(s)
Soccer Regulation Size 360' x 240'	field per	-	1.00	field per	-	1.00	field per	7,500	Need Exists	5	Field(s)	Need Exists	5	Field(s)
Baseball Field 225'	field per	-	1.00	field per	-	1.00	field per	7,500	Need Exists	5	Field(s)	Need Exists	5	Field(s)
Baseball Field 320' x 385'	field per	-	1.00	field per	-	1.00	field per	10,000	Need Exists	3	Field(s)	Need Exists	4	Field(s)
Softball Youth 225'	field per	-	1.00	field per	-	1.00	field per	7,000	Need Exists	5	Field(s)	Need Exists	5	Field(s)
Softball Adult 300'	field per	1.00	1.00	field per	34,433	1.00	field per	8,000	Need Exists	3	Field(s)	Need Exists	3	Field(s)
Outdoor Basketball Courts	court per	3.00	1.00	court per	11,478	1.00	court per	4,000	Need Exists	6	Court(s)	Need Exists	6	Court(s)
Tennis Courts	court per	6.00	1.00	court per	5,739	1.00	court per	4,000	Need Exists	3	Court(s)	Need Exists	3	Court(s)
Playgrounds	site per	11.00	1.00	site per	3,130	1.00	site per	2,500	Need Exists	3	Site(s)	Need Exists	3	Site(s)
Off-Leash Area	site per	1.00	1.00	site per	34,433	1.00	site per	40,000	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Volleyball Pit	court per	1.00	1.00	court per	34,433	1.00	court per	10,000	Need Exists	2	Court(s)	Need Exists	3	Court(s)
Skate Park	site per	-	1.00	site per	-	1.00	site per	40,000	Need Exists	1	Site(s)	Need Exists	1	Site(s)
Hard & Soft Multi-Use Trails (Miles)	miles per	-	-	miles per	1,000	0.04	miles per	1,000	Need Exists	1	Mile(s)	Need Exists	1	Mile(s)
Outdoor Pools	site per	2.00	1.00	site per	17,217	1.00	site per	20,000	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Recreation Facilities (Square Feet)	SF per	-	-	SF per	person	1.50	SF per	person	Need Exists	51,650	Square Feet	Need Exists	53,240	Square Feet

2012 Estimated Population	34,433
2017 Estimated Population	35,493

Notes:
 The following standards are for Quad 1 for Shawnee County (Northwest Section of the County)
 There are no recommended service levels for undeveloped open space land
 The map shows the location of Quad 1 in reference to the County



Shawnee County Quad 2 Park Facility Standards

PARKS:	2012 Inventory - Developed Facilities								2012 Facility Standards		2017 Facility Standards			
		Shawnee County Quad 2 Park Inventory	Current Service Level based upon population		Recommended Service Levels; Revised for Local Service Area		Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed	Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed				
Neighborhood Parks	acres per	98.20	1.81	acres per	1,000	1.00	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
Community Parks	acres per	271.80	5.00	acres per	1,000	4.00	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
Regional Parks	acres per	-	-	acres per	1,000	4.00	acres per	1,000	Need Exists	217	Acre(s)	Need Exists	222	Acre(s)
Specially	acres per	119.20	2.19	acres per	1,000	5.00	acres per	1,000	Need Exists	153	Acre(s)	Need Exists	159	Acre(s)
Undeveloped Open Space Land	acres per	15.45	0.28	acres per	1,000	1.00	acres per	1,000	Need Exists	39	Acre(s)	Need Exists	40	Acre(s)
Total Park Acres	acres per	504.65	9.29	acres per	1,000	15.00	acres per	1,000	Need Exists	311	Acre(s)	Need Exists	329	Acre(s)
OUTDOOR AMENITIES:														
Shelter, Small (Open & Enclosed)	site per	15.00	1.00	site per	3,623	1.00	site per	5,000	Meets Standard	-	Sites(s)	Meets Standard	-	Sites(s)
Shelter, Medium (Open & Enclosed)	site per	1.00	1.00	site per	54,347	1.00	site per	15,000	Need Exists	3	Sites(s)	Need Exists	3	Sites(s)
Pavilion	site per	-	1.00	site per	-	1.00	site per	25,000	Need Exists	2	Sites(s)	Need Exists	2	Sites(s)
Soccer Youth Size 210' x 150'	field per	7.00	1.00	field per	7,764	1.00	field per	5,000	Need Exists	4	Field(s)	Need Exists	4	Field(s)
Soccer Regulation Size 360' x 240'	field per	3.00	1.00	field per	18,116	1.00	field per	7,500	Need Exists	4	Field(s)	Need Exists	4	Field(s)
Baseball Field 225'	field per	5.00	1.00	field per	10,869	1.00	field per	7,500	Need Exists	2	Field(s)	Need Exists	2	Field(s)
Baseball Field 320' x 385'	field per	4.00	1.00	field per	13,587	1.00	field per	10,000	Need Exists	1	Field(s)	Need Exists	2	Field(s)
Softball Youth 225'	field per	1.00	1.00	field per	54,347	1.00	field per	7,000	Need Exists	7	Field(s)	Need Exists	7	Field(s)
Softball Adult 300'	field per	-	1.00	field per	-	1.00	field per	8,000	Need Exists	7	Field(s)	Need Exists	7	Field(s)
Outdoor Basketball Courts	court per	20.00	1.00	court per	2,717	1.00	court per	4,000	Meets Standard	-	Court(s)	Meets Standard	-	Court(s)
Tennis Courts	court per	4.00	1.00	court per	13,587	1.00	court per	4,000	Need Exists	10	Court(s)	Need Exists	10	Court(s)
Playgrounds	site per	26.00	1.00	site per	2,090	1.00	site per	2,500	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Off-Leash Area	site per	-	1.00	site per	-	1.00	site per	40,000	Need Exists	1	Site(s)	Need Exists	1	Site(s)
Volleyball Pit	court per	-	1.00	court per	-	1.00	court per	10,000	Need Exists	5	Court(s)	Need Exists	6	Court(s)
Skate Park	site per	2.00	1.00	site per	27,174	1.00	site per	40,000	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Hard & Soft Multi-Use Trails (Miles)	miles per	9.25	0.17	miles per	1,000	0.04	miles per	1,000	Meets Standard	-	Mile(s)	Meets Standard	-	Mile(s)
Outdoor Pools	site per	5.00	1.00	site per	10,869	1.00	site per	20,000	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Recreation Facilities (Square Feet)	SF per	136,818.00	2.52	SF per	person	1.50	SF per	person	Meets Standard	-	Square Feet	Meets Standard	-	Square Feet

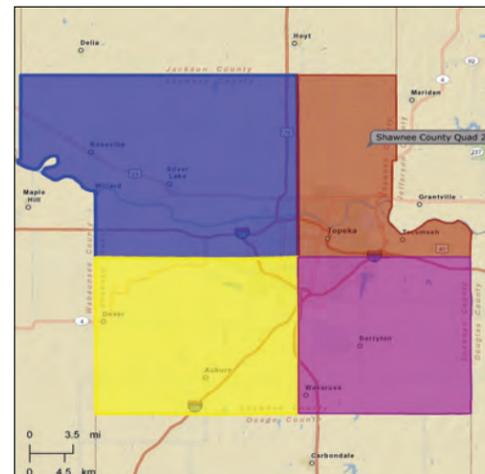
2012 Estimated Population	54,347
2017 Estimated Population	55,544

Notes:

The following standards are for Quad 2 for Shawnee County (Northeast Section of the County)

There are no recommended service levels for undeveloped open space land

The map shows the location of Quad 2 in reference to the County

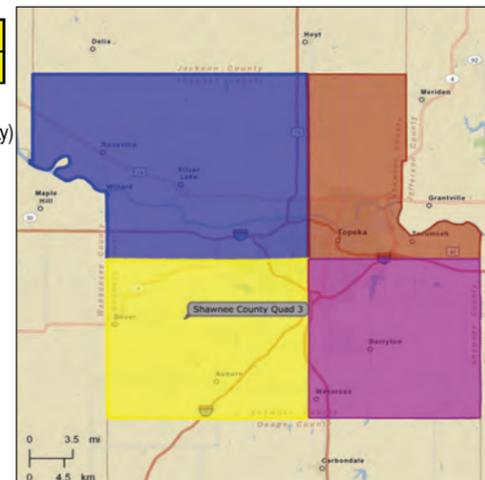


Shawnee County Quad 3 Park Facility Standards

PARKS:		2012 Inventory - Developed Facilities							2012 Facility Standards			2017 Facility Standards		
Park Type		Shawnee County Quad 3 Park Inventory	Current Service Level based upon population			Recommended Service Levels; Revised for Local Service Area			Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed		Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed	
Neighborhood Parks	acres per	40.90	0.86	acres per	1,000	1.00	acres per	1,000	Need Exists	7	Acre(s)	Need Exists	8	Acre(s)
Community Parks	acres per	282.00	5.94	acres per	1,000	4.00	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
Regional Parks	acres per	-	-	acres per	1,000	4.00	acres per	1,000	Need Exists	190	Acre(s)	Need Exists	195	Acre(s)
Specialty	acres per	384.50	8.09	acres per	1,000	5.00	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
Undeveloped Open Space Land	acres per	106.70	2.25	acres per	1,000	1.00	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
Total Park Acres	acres per	814.10	17.14	acres per	1,000	15.00	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
OUTDOOR AMENITIES:														
Shelter, Small (Open & Enclosed)	site per	1.00	1.00	site per	47,499	1.00	site per	5,000	Need Exists	8	Sites(s)	Need Exists	9	Sites(s)
Shelter, Medium (Open & Enclosed)	site per	1.00	1.00	site per	-	1.00	site per	15,000	Need Exists	2	Sites(s)	Need Exists	2	Sites(s)
Pavilion	site per	-	1.00	site per	-	1.00	site per	25,000	Need Exists	2	Sites(s)	Need Exists	2	Sites(s)
Soccer Youth Size 210' x 150'	field per	-	1.00	field per	-	1.00	field per	5,000	Need Exists	9	Field(s)	Need Exists	10	Field(s)
Soccer Regulation Size 360' x 240'	field per	-	1.00	field per	-	1.00	field per	7,500	Need Exists	6	Field(s)	Need Exists	6	Field(s)
Baseball Field 225'	field per	-	1.00	field per	-	1.00	field per	7,500	Need Exists	6	Field(s)	Need Exists	6	Field(s)
Baseball Field 320' x 385'	field per	-	1.00	field per	-	1.00	field per	10,000	Need Exists	5	Field(s)	Need Exists	5	Field(s)
Softball Youth 225'	field per	-	1.00	field per	-	1.00	field per	7,000	Need Exists	7	Field(s)	Need Exists	7	Field(s)
Softball Adult 300'	field per	2.00	1.00	field per	23,750	1.00	field per	8,000	Need Exists	4	Field(s)	Need Exists	4	Field(s)
Outdoor Basketball Courts	court per	1.00	1.00	court per	47,499	1.00	court per	4,000	Need Exists	11	Court(s)	Need Exists	11	Court(s)
Tennis Courts	court per	1.00	1.00	court per	47,499	1.00	court per	4,000	Need Exists	11	Court(s)	Need Exists	11	Court(s)
Playgrounds	site per	7.00	1.00	site per	6,786	1.00	site per	2,500	Need Exists	12	Site(s)	Need Exists	12	Site(s)
Off-Leash Area	site per	-	1.00	site per	-	1.00	site per	40,000	Need Exists	1	Site(s)	Need Exists	1	Site(s)
Volleyball Pit	court per	-	1.00	court per	-	1.00	court per	10,000	Need Exists	5	Court(s)	Need Exists	5	Court(s)
Skate Park	site per	-	1.00	site per	-	1.00	site per	40,000	Need Exists	1	Site(s)	Need Exists	1	Site(s)
Hard & Soft Multi-Use Trails (Miles)	miles per	10.05	0.21	miles per	1,000	0.04	miles per	1,000	Meets Standard	-	Mile(s)	Meets Standard	-	Mile(s)
Outdoor Pools	site per	-	1.00	site per	-	1.00	site per	20,000	Need Exists	2	Site(s)	Need Exists	2	Site(s)
Recreation Facilities (Square Feet)	SF per	15,707.00	0.33	SF per	person	1.50	SF per	person	Need Exists	55,542	Square Feet	Need Exists	57,357	Square Feet

2012 Estimated Population	47,499
2017 Estimated Population	48,709

Notes:
 The following standards are for Quad 3 for Shawnee County (Southwest Section of the County)
 There are no recommended service levels for undeveloped open space land
 The map shows the location of Quad 3 in reference to the County

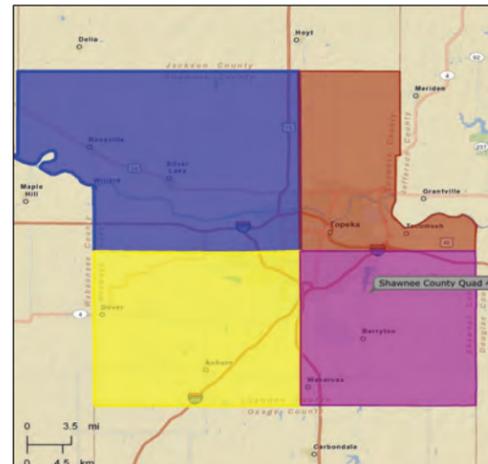


Shawnee County Quad 4 Park Facility Standards

PARKS:		2012 Inventory - Developed Facilities							2012 Facility Standards			2017 Facility Standards		
Park Type		Shawnee County Quad 4 Park Inventory	Current Service Level based upon population			Recommended Service Levels; Revised for Local Service Area			Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed		Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed	
Neighborhood Parks	acres per	30.00	0.68	acres per	1,000	1.00	acres per	1,000	Need Exists	14	Acre(s)	Need Exists	15	Acre(s)
Community Parks	acres per	131.40	3.00	acres per	1,000	4.00	acres per	1,000	Need Exists	44	Acre(s)	Need Exists	49	Acre(s)
Regional Parks	acres per	525.00	11.98	acres per	1,000	4.00	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
Specialty	acres per	367.10	8.38	acres per	1,000	5.00	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
Undeveloped Open Space Land	acres per	42.30	0.97	acres per	1,000	1.00	acres per	1,000	Need Exists	2	Acre(s)	Need Exists	3	Acre(s)
Total Park Acres	acres per	1,095.80	25.00	acres per	1,000	15.00	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
OUTDOOR AMENITIES:														
Shelter, Small (Open & Enclosed)	site per	18.00	1.00	site per	2,435	1.00	site per	5,000	Meets Standard	-	Sites(s)	Meets Standard	-	Sites(s)
Shelter, Medium (Open & Enclosed)	site per	6.00	1.00	site per	7,304	1.00	site per	15,000	Meets Standard	-	Sites(s)	Meets Standard	-	Sites(s)
Pavilion	site per	1.00	1.00	site per	43,826	1.00	site per	25,000	Need Exists	1	Sites(s)	Need Exists	1	Sites(s)
Soccer Youth Size 210' x 150'	field per	2.00	1.00	field per	21,913	1.00	field per	5,000	Need Exists	7	Field(s)	Need Exists	7	Field(s)
Soccer Regulation Size 360' x 240'	field per	1.00	1.00	field per	43,826	1.00	field per	7,500	Need Exists	5	Field(s)	Need Exists	5	Field(s)
Baseball Field 225'	field per	7.00	1.00	field per	6,261	1.00	field per	7,500	Meets Standard	-	Field(s)	Meets Standard	-	Field(s)
Baseball Field 320' x 385'	field per	4.00	1.00	field per	10,957	1.00	field per	10,000	Meets Standard	0	Field(s)	Meets Standard	0	Field(s)
Softball Youth 225'	field per	8.00	1.00	field per	5,478	1.00	field per	7,000	Meets Standard	-	Field(s)	Meets Standard	-	Field(s)
Softball Adult 300'	field per	6.00	1.00	field per	7,304	1.00	field per	8,000	Meets Standard	-	Field(s)	Meets Standard	-	Field(s)
Outdoor Basketball Courts	court per	2.00	1.00	court per	21,913	1.00	court per	4,000	Need Exists	9	Court(s)	Need Exists	9	Court(s)
Tennis Courts	court per	9.00	1.00	court per	4,870	1.00	court per	4,000	Need Exists	2	Court(s)	Need Exists	2	Court(s)
Playgrounds	site per	21.00	1.00	site per	2,087	1.00	site per	2,500	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Off-Leash Area	site per	-	1.00	site per	-	1.00	site per	40,000	Need Exists	1	Site(s)	Need Exists	1	Site(s)
Volleyball Pit	court per	2.00	1.00	court per	21,913	1.00	court per	10,000	Need Exists	2	Court(s)	Need Exists	2	Court(s)
Skate Park	site per	-	1.00	site per	-	1.00	site per	40,000	Need Exists	1	Site(s)	Need Exists	1	Site(s)
Hard & Soft Multi-Use Trails (Miles)	miles per	22.70	0.52	miles per	1,000	0.04	miles per	1,000	Meets Standard	-	Mile(s)	Meets Standard	-	Mile(s)
Outdoor Pools	site per	1.00	1.00	site per	43,826	1.00	site per	20,000	Need Exists	1	Site(s)	Need Exists	1	Site(s)
Recreation Facilities (Square Feet)	SF per	9,100.00	0.21	SF per	person	1.50	SF per	person	Need Exists	56,639	Square Feet	Need Exists	58,373	Square Feet

2012 Estimated Population	43,826
2017 Estimated Population	44,982

Notes:
 The following standards are for Quad 4 for Shawnee County (Southeast Section of the County)
 There are no recommended service levels for undeveloped open space land
 The map shows the location of Quad 4 in reference to the County



5.4 PRIORITY RANKINGS

The purpose of the Facility and Program Priority Rankings is to provide a prioritized list of facility/ amenity needs and recreation program needs for the community served by the Shawnee County Parks and Recreation Department.

This rankings model evaluated both quantitative and qualitative data. Quantitative data includes the statistically valid Community Survey, which asked residents to list unmet needs and rank their importance. Qualitative data includes resident feedback obtained in community input, demographics, and trends.

A weighted scoring system was used to determine the priorities for parks and recreation facilities/ amenities and recreation programs. For instance as noted below, a weighted value of 3 for the Unmet Desires means that out of a total of 100%, unmet needs make up 30% of the total score. Similarly, importance ranking also makes up 30%, while Consultant Evaluation makes up 40% of the total score, thus totaling 100%.

This scoring system considers the following.

- Community Survey
 - Unmet needs for facilities and recreation programs – This is used as a factor from the total number of households mentioning whether they have a need for a facility/ program and the extent to which their need for facilities and recreation programs has been met. Survey participants were asked to identify this for facilities/ amenities and recreation programs.
 - Importance ranking for facilities and recreation programs – This is used as a factor from the importance allocated to a facility or program by the community. Each respondent was asked to identify the top four most important facilities and recreation programs.
- Consultant Evaluation
 - Factor derived from the consultant’s evaluation of program and facility priority based on survey results, demographics, trends, and overall community input.

The weighted scores were as follows.

- 60% from the statistically valid community survey results.
- 40% from consultant evaluation using demographic and trends data, community focus groups, public meetings, and levels of service.

These weighted scores were then summed to provide an overall score and priority ranking for the system as a whole. The results of the priority ranking were tabulated into three categories: High Priority (top third), Medium Priority (middle third) and Low Priority (bottom third).

The combined total of the weighted scores for Community Unmet Needs, Community Importance, and Consultant Evaluation is the total score based on which the Facility/Amenity and Program Priority is determined.

As seen below, Walking, hiking and biking trails, Small neighborhood parks, Indoor fitness / exercise facilities, Large community parks, and Natural areas / wildlife habitats are the top five highest facility / amenity priorities in Shawnee County.

Shawnee County Facility/Amenity Needs Assessment	Overall Ranking
Walking, hiking and biking trails	1
Small neighborhood parks	2
Indoor fitness/exercise facilities	3
Large community parks	4
Natural areas/wildlife habitats	5
Indoor running/walking track	6
Picnic areas and shelters	7
Outdoor swimming pools/water parks	8
Indoor swimming pools/leisure pools	9
Playground equipment	10
Boating and fishing areas	11
Golf courses	12
Off-leash dog park	13
Indoor theater	14
Indoor sports fields (baseball, soccer, etc)	15
Indoor basketball/volleyball courts	16
Youth baseball/softball fields	17
Historic homes/grounds	18
Youth soccer fields	19
Outdoor basketball courts	20
Adult baseball/softball fields	21
Skate parks	22
Outdoor tennis courts	23
Outdoor sand volleyball courts	24
Adult soccer fields	25

As seen below, Adult fitness and wellness programs, Adult arts and crafts programs, Special events, and Youth fitness and wellness programs are the top five highest program priorities in Shawnee County.

Shawnee County Program Needs Assessment	Overall Ranking
Adult fitness and wellness programs	1
Water fitness programs	2
Adult arts and crafts programs	3
Special events	4
Youth fitness and wellness programs	5
Youth learn to swim programs	6
Senior adult programs	7
Youth arts and crafts programs	8
Archery programs	9
Youth gymnastics and cheerleading	10
Martial arts programs	11
Youth summer camp programs	12
Tennis lessons and leagues	13
Golf lessons	14
Youth sports programs	15
Programs for Disabled	16
Adult drama/performing arts programs	17
Youth drama/performing arts programs	18
Before and after school programs	19
Pre-school programs	20

5.5 FACILITY SITE ASSESSMENTS

5.5.1 OVERVIEW

This Master Plan is intended to give an overview of the existing physical conditions and provide general recommendations for work that should be performed at the previously listed Shawnee County recreation centers. This report is not intended to address or identify any programmatic deficiencies or possible changes to the programming that is currently present at each of the centers.

The project team that assisted with the reports included the following consultants:

- Treanor Architects Architectural and Site Review
- PEC HVAC, Electrical and Plumbing
- Bob D. Campbell Structural

The initial building surveys were conducted March 28th, 2014. All nine centers were visited by the team, which included Terry Bertels - Shawnee County P&R, Dave McEntire - Shawnee County P&R, Dustin Hollenbeck - Shawnee County P&R, Bill Naeger - PEC, and Chris Cunningham - Treanor Architects. The structural review was conducted by Mike Falbe - Bob D. Campbell on March 29th, 2014, under a separate tour.

During the tour the team visited with the facility administration and maintenance staff, who then shared some overview of the history of the improvements, concerns, operational deficiencies, and general overall maintenance of the facility. These items were noted and included in this report. This report is not intended to, and does not identify all work that should be performed on an itemized basis.

A brief overview of outward accessibility compliance was noted on each of the buildings. Most buildings appeared to be fairly compliant with current applicable codes, any major deviations that were observed were noted. A full and more detailed accessibility study should be performed at each center to ensure compliance with ADAAG regulations.

Code compliance related to egress and life safety items appears to be good at all locations. Minor code compliance items were noted during the walk through, but a further and completed code review of each facility would be required to ensure compliance with International Building Codes.

The buildings were found to be very well maintained with the overall majority of these buildings being in very good condition considering their age and their use. Several buildings show signs of settlement and should be addressed appropriately, while the wood decks at Shawnee North Community Center are of significant structural concern and should be repaired in the near future, as a life safety issue is present with these decks.

The mechanical systems of these centers are not standardized and are of different types at most centers. The mechanical, electrical, and plumbing systems appeared to be in good working order at these centers. Some of the HVAC systems are reaching the end of their life expectancy and should be replaced with new energy efficient units when replaced. Most electrical and plumbing fixtures are old and outdated; when they are replaced, the new fixtures should meet current ICC energy codes.

In most instances the interior finishes of these centers are dated and should be considered for interior remodel work. Individual facility site assessments can be found in **Appendix C** of the report.

5.6 CAPITAL IMPROVEMENT PLAN

5.6.1 INTRODUCTION

This Capital Needs report is a projection of physical improvements to the park system. The Master Plan document identifies several potential funding sources and this report provides a potential “blueprint” for spending priorities to support the desired outcomes of the Plan. A key recommendation of the plan is to “develop a dedicated capital improvement program for the department and seek several funding sources to help support it”. No actual expenditures are made until they are included in the annual budget and/or reviewed and approved by the Board of County Commissioners, Shawnee County, Kansas.

One of the primary responsibilities of the Parks and Recreation department administration is to preserve and protect existing county park system assets. The Community Survey, conducted as part of the Parks and Recreation Master Plan, found that residents expect the park system to be well maintained. In essence, the public directed SCPR to “Update existing indoor and outdoor recreation facilities and add new facilities in underserved areas of the county to provide a balance of recreation opportunities for all residents of the county. With this mandate in mind, a comprehensive CIP will need to provide necessary funding for the ongoing capital maintenance or replacement of existing assets while allocating funds for new parks and recreation facilities. Additionally, capital improvements with the ability to contribute to cost recovery goals should be given priority over projects that would represent new operational costs with minimal to no offsetting revenue.

The recommendation of completion of a comprehensive CIP should be developed and implemented as a working document, updated at least annually to reflect actual revenue collections, refined cost projections, and potential changes in community or park system needs. The total cost of capital improvements outlined in this Capital Needs report **far exceed the revenue projections** from current funding streams. Available opportunities for new funding sources and/or partnerships to help share costs will need to be explored to accelerate new capital development during the planning period. The consulting team recognizes that the County does not have these capital revenue dollars to implement many of the capital items. The goal is to try and make as many improvements as possible over the next 10 years, while recognizing it may be difficult to accomplish.



5.6.2 TYPES OF CAPITAL NEEDS

For the purpose of this document and to assist in the development of a comprehensive CIP, capital improvements are defined as projects that have a monetary value of at least \$10,000, a useful life of at least five years, and result in the creation or renovation of a fixed asset that allows SCPR to serve the park and recreation needs of the community. Examples of capital improvements include construction, remodeling, equipment replacements, or purchase of parkland, park fixtures, buildings, vehicles, and equipment. Planning efforts associated with capital improvements, including architectural, engineering, and legal services, are also considered capital expenditures and should be incorporated within the CIP.

Capital improvements within this report are divided within three classifications:

- Capital Maintenance:* The improvement or replacement of existing park assets and any related planning efforts. Capital Maintenance is required to preserve the usefulness and extend the life of existing park assets and may be the result of capital replacement plans or unexpected, emergency needs.
- New Project:* The purchase and/or development of new parks, recreation facilities, and/or equipment. “Soft costs” associated with the planning and design of the park system or specific parks are also classified as a New Project. Most New Projects are identified and designed through an extensive planning process with input from many stakeholders, including the community, user groups, elected officials, other governmental entities, partners, staff, and the Board of Commissioners.
- Equipment:* The purchase and/or lease of equipment necessary for the ongoing maintenance and facility preparation to support the revenue goals of the department. These needs are not addressed in this document.

5.6.3 PRIORITIZATION OF CAPITAL NEEDS

Continued investment in the park system is critical to providing quality parks and recreation experiences for the residents of Topeka and Shawnee County. Since funding for capital improvements is finite, projects are identified as either an aesthetic improvement(s), Revenue Generator/Expense Reducer, or Safety/Structural Integrity Improvement(s) then prioritized based on the following criteria:

- All Improvements:* All capital improvements must support the goals and objectives of the Parks and Recreation Master Plan as approved or amended by the Board of Commissioners.
- Priority 1:* Capital Maintenance needs and equipment for revenue generating facilities intended to be self-sufficient. Since the condition of these facilities has a direct impact on operational costs and revenue generation, capital maintenance needs of revenue facilities receive the highest priority.
- Priority 2:* Capital Maintenance needs of existing parks, recreation facilities, and equipment. The Community Survey asked residents what parks and recreation services should receive the most attention. Eighty-seven 87% of respondents felt that it was either “Very Important” (49%) or “Somewhat Important” (38%) to make improvements to parks, trails, sports fields, pools and indoor and outdoor recreation, fitness, botanical, and cultural facilities.
- Priority 3:* New Projects enhancing existing parkland or community assets with consideration given for revenue generation and operational expenses.
- Priority 4:* New Projects requiring the purchase of new parkland with consideration given for revenue generation and operational expenses.

5.6.4 FUNDING SOURCES AVAILABLE FOR CAPITAL IMPROVEMENTS

Funding and revenue strategies are discussed in Chapter 6.2.1 of the Master Plan. The financial options outline opportunities for the county to consider in supporting the recommended capital improvements outlined in the Master Plan as well as operational costs associated with managing the system for the future. Many of these funding sources may not be allowed now by the county or have never been used but need to be pursued through legislative means if the county authorities recognize the value in pursuing these funding sources.

5.6.5 SUMMARY

As outlined in this document, little or no Capital Maintenance or New Projects have occurred since the departments merged in 2012. Prior to the merger the City of Topeka had invested very little in the facilities that were transferred to Shawnee County. Therefore, the first years of the CIP will likely be higher than future years.

The capital improvement recommendations listed would help bring the County's assets to an acceptable level that would reduce operational costs and provide a better visitor experience. It is understood that the County does not have funds available at this time. By approving the Master Plan, the County is not committing to do this work, but should serve as a guideline when funds are available.

Following are the capital needs that have been identified to support the plan. The following pages identify by location the proposed capital improvements identified within the Parks and Recreation Master Plan, individual park master plans or other planning documents to be created; anticipated budget for each project; and the projected expenditures by year.

5.6.6 CIP SUMMARIES BY YEAR

UPCOMING PLANNING PROJECTS

Description	Cost Estimate
Develop Master Improvement Plan for Gage Park (MIP-Gage)	\$75,000
Develop Master Improvement Plan for Dornwood Park (MIP-Dorn)	\$35,000
Approve Master Improvement Plan for Family Park (MIP-Fam)	\$35,000
Complete Master Improvement Plan for Lake Shawnee (MIP-Lake)	\$75,000
Develop Master Improvement Plan for Downtown River Park (MIP-River)	\$100,000

2015

	Description	Cost Estimate
Priority		
	Lake Shawnee Maintenance Facility	\$2,000,000
	Neighborhood Park Renovations (5 to 8/yr)	\$1,400,000
	Dornwood Sports Field	\$2,100,000
	Lake Shawnee Golf Course Bridges (Trail Realignment)	\$305,000
	Lake Shawnee Golf Course Cart Paths	\$700,000
	Hanger Family Preserve (Phase 1)	\$1,073,750
	Artificial Turf Replacement (JR Field, 1 of 7)	\$250,000
	Lake Shawnee Girls Softball Complex Renovations	\$2,100,000
	Renovate Marina to Accommodate TRA and SYC	\$850,000
	Old Prairie Town Sound Wall	\$300,000
	Old Prairie Town Saloon (4,000 Sq. Ft.)	\$500,000
	Old Prairie Town Courtyard Renovation	\$40,000
	Tennis Courts Resurfacing (Kossover, Lake Shawnee, North Center)	\$125,000
	Guardrails at Lake Shawnee	\$75,000
	Dock Replacements at Lake Shawnee	\$75,000
	Adventure Course Development, (paddle boats, canoes, wier and access)	\$450,000
	Gage Park Loop Trails	\$550,000
	Lake Shawnee Restrooms (Tinman Circle, BFAC, East Edge Road) *	\$750,000
	Shawnee North Community Center ADA/Gymnasium Addition	\$800,000
	Gage Park Maintenance Building	\$1,500,000
	Beach Parking Lot and Lights	\$200,000
	Community Center Renovations (Crestview/Oakland)	\$875,000
	Carpeting	\$40,000
	Road Improvements/Overlays	\$250,000
	Trail Renovations, Design, Loop, Connections	\$100,000
	Restroom Renovations	\$40,000
	Sidewalk Replacements (General)	\$100,000
	Family Park Development-Aquatic Center	\$9,000,000
	Cypress Ridge Effluent Project	\$1,800,000
	2015 New Project	\$19,423,750
	2015 Capital Maintenance	\$8,925,000
	2015 Total	\$28,348,750
*	Project Funding Available	

2016

Description	Cost Estimate
Neighborhood Park Renovations (5 to 8/yr)	\$1,400,000
Community Center Renovations (Hillcrest/Central Park)	\$1,300,000
Docks	\$25,000
Artificial Turf Replacement (Pony Field/1 of 7)	\$250,000
Family Park Development (Fieldhouse)	\$13,000,000
Hanger Family Preserve-Final Phase	\$679,700
Cypress Ridge Golf Course Effluent Project	\$1,800,000
Mini-Train Replacement and Extension	\$650,000
Bettis Family Sports Complex and Rueger Park Maintenance Facilities	\$180,000
Road Improvements/Overlays	\$250,000
Trail Renovations, Design, Loops, Connections	\$100,000
Restroom Renovations (General)	\$40,000
Lake Shawnee Restrooms (Flats)	\$250,000
Aquatic Facility Enhancements (BFAC, SNFAC)	\$500,000
Spillway Repair	\$225,000
Land Acquisition	\$400,000
Park Signage (Marquees, Wayfinding, Etc.)	\$200,000
Technology Improvements (Communications, WI-FI)	\$75,000
Carpeting	\$40,000
Dornwood Spray Park	\$400,000
Sidewalk Replacements (General)	\$100,000
Sport Courts Renovation (General)	\$62,000
Cypress Ridge Golf Course Renovation	\$8,000,000
2016 New Project	\$16,784,700
2016 Capital Maintenance	\$13,142,000
2016 Total	\$29,926,700

2017

Description	Cost Estimate
Neighborhood Park Renovations (5 to 8/yr)	\$1,400,000
Community Center Renovations (Velma K. Paris/Shawnee North)	\$630,000
Lake Shawnee Golf Course Clubhouse Renovation	\$1,300,000
Lake Shawnee Road Replacements	\$10,000,000
Lake Shawnee Dredging/Water Quality	\$2,250,000
River Front Park Development	\$3,000,000
Lake Shawnee Golf Course Irrigation	\$1,250,000
Campground Renovation	\$400,000
Gage Park Garden Development	\$3,000,000
Park Roads/Parking Lot Paving	\$250,000
Trail Renovation, Design, Loops, Connections	\$100,000
Restroom Renovations (General)	\$40,000
Aquatic Facility Enhancements (BFAC/SNFAC)	\$500,000
Park Signage (Marquees, Wayfinding, Etc.)	\$150,000
Sport Courts Renovation (General)	\$62,000
Amphitheater Renovation (Gage Park)	\$300,000
Snyders Cabin Replacement	\$250,000
Carpeting	\$40,000
Artificial Turf Replacement (Quads, Soccer Fields/5 of 7)	\$250,000
Sidewalk Replacements (General)	\$100,000
Lake Shawnee Bridge and Duck Cove	\$225,000
Dog Park at Major Palm Park	\$300,000
2017 New Project	\$6,775,000
2017 Capital Maintenance	\$19,022,000
2017 Total	\$25,797,000

2018

Description	Cost Estimate
Neighborhood Park Renovations	\$1,400,000
Community Center Renovations (Rice/Abbott)	\$1,825,000
Land Acquisition	\$400,000
Park Roads/Parking Lot Paving	\$250,000
Trail Renovation, Design, Loops, Connections	\$100,000
Restroom Renovations (General)	\$40,000
Sport Courts Renovation (General)	\$62,000
Carpeting	\$40,000
Sidewalk Replacements (General)	\$100,000
Forbes Golf Course Clubhouse Renovation	\$350,000
Hill's Bark Park Renovation	\$150,000
2018 New Project	\$400,000
2018 Capital Maintenance	\$4,317,000
2018 Total	\$4,717,000

2019

Description	Cost Estimate
Neighborhood Park Renovations	\$1,400,000
Trail Renovations, Design, Loops, Connections	\$100,000
Restroom Renovations	\$40,000
Sport Courts Renovation (General)	\$62,000
Carpeting	\$40,000
Sidewalk Replacements (General)	\$100,000
Westlake Bank Improvements	\$750,000
Westlake Restrooms	\$250,000
Victorian Garden Improvements (Gage Park)	\$125,000
Shunga Glen Restrooms	\$250,000
McDonald Field Renovation	\$200,000
McDonald Field Restrooms	\$250,000
Park Roads/Parking Lot Paving	\$250,000
2019 New Project	\$1,250,000
2019 Capital Maintenance	\$2,567,000
2019 Total	\$3,817,000

CHAPTER SIX

OPERATIONAL AND FINANCIAL PLAN



6.1 OPERATIONAL AND MAINTENANCE REVIEW

The department does a respectable job in trying to meet maintenance standards for all parks and facilities in the system. The community would like to have higher levels of maintenance standards across the system as well as an asset management schedule to maintain what the system already owns in trails, sports courts, community centers, playgrounds, pools, picnic facilities, and sports fields.

The department does not track cost of service to maintain a unit of maintenance costs such as the true cost of maintaining an acre of parkland, mile of trail, sports field or playground, which would help the staff to understand what is the most cost effective way to manage the parks system in each functional area of the system.

The following maintenance standards need to be considered for level one, two, and three maintenance levels. Level one maintenance costs typically are for competitive sports fields, civic plazas, and buildings. Level two are for typical neighborhood, community, and regional parks, and level three are for natural areas.

6.1.1 RECREATION/COMMUNITY CENTERS MAINTENANCE STANDARDS

- Floors swept, cleaned, mopped, and vacuumed daily. Spills/soiling addressed immediately.
- General tile floors stripped and waxed not to exceed four months or sooner if required.
- Windows are to be cleaned inside once weekly, outside once bi-weekly and daily for use area.
- Dusting/dust removal to be accomplished daily on furniture, wall hangings etc.
- Trash and litter removed daily or as necessary.
- Restrooms should be cleaned, sanitized, and stocked daily, or as necessary.
- Drinking fountains cleaned daily, filters replaced every six months.
- Interior walls and exhibits will be cleaned monthly or sooner if required. Marks and blemishes corrected upon discovery. Base covers cleaned monthly. Paint if applicable every four years.
- Exterior walls clean and/or pressure washed seasonally or as needed. Paint if applicable every four years.

- Ceiling tiles replaced if discolored or broken. Ceiling tile and lighting track adjustments made upon discovery.
- Gymnasium ceilings, wall lips, and baseboards to be cleaned or dusted as needed.
- Plaster/sheet rock ceilings to be cleaned once every six months and painted every four years.
- HVAC preventative maintenance procedures and inspection performed every six months and three months for gymnasiums.
- Interior lights/general areas replace bulbs within eight hours of discovery. Fixtures to be cleaned once every six months and/or when lights are changed.
- Sports lights bulbs to be replaced each season or as needed for safety purposes.
- Exterior lights/bulbs to be replaced within eight hours of discovery.
- Fire/burglar/emergency alarms to be inspected once every six months and deficiencies repaired immediately.
- Kitchen and concessions maintained in compliance with health and safety code.
- Inspect athletic equipment once monthly and maintain within 100% of design standards.
- Gutter cleaned no less than twice annually, more if conditions warrant.
- Inspect electrical systems and components on an annual basis. If hazardous conditions occur, repair within 24 hours.
- Inspect plumbing equipment and fixtures annually. If hazardous conditions occur, repair within 24 hours.
- Clean grease traps every six months or as conditions require.
- Maintain bleachers to 100% of design standards and inspect monthly or quarterly depending on usage.

6.1.2 CHILD CARE SITES

- Staff will meet state law requirements for childcare sites.

6.1.3 BROKEN EQUIPMENT STANDARD

- Broken equipment shall be repaired immediately, as staff is capable and parts are available when noticed or reported.
- If staff is not able to repair, the broken equipment will be signed and roped off with emergency tape, indicating that the amenity is broken, not to be used, and if and when it will be repaired.
- Interior signs and exhibits maintained at 100% of design and policy standard. No hand drawn signs allowed.
- Exterior signs will be permanently affixed and maintained at 100% of design and policy standard.
- A general inspection of the building for safety and cleanliness will be conducted daily.
- Fitness equipment cleaning completed daily.
- Gym floors stripped, resurfaced, and sealed every five years.
- Interior counters cleaned and wiped down daily.

6.1.4 GOLF COURSE MAINTENANCE STANDARDS

- Golf - Bunker (Level 1 Maintenance)
 - Goal: To provide a quality obstacle to enhance the golf experience
 - Rake 7x/week
 - Supplement sand 1x/annually
 - Remove water and check drains As needed
 - Cut edges 1x/month and as needed
- Golf - Bunker (Level 2 Maintenance)
 - Goal: To provide a quality obstacle to enhance the golf experience
 - Rake 3 - 5x/week and as needed
 - Supplement sand 1x/annually
 - Remove water and check drains As needed
 - Cut edges 1 - 2x/year and as needed
- Golf - Fairways (Level 1 Maintenance)
 - Goal: To provide a quality surface to hit the golf ball of
 - Mow, blow trimmings 3 or 4x/week
 - Repair holes and divots 7x/week
 - Aerate 1x/year
 - Overseed 1x/year
 - Fertilizer 3x/year
 - Apply Pre-emergent, fungicide 1x/month
 - Apply pesticide 1x/year
 - Adjust flags/signs 1x/week
 - Inspect markers 1x/week
 - Paint Tee markers 1x/year
 - Water As required for green, smooth playing surface 1"/week
 - Manage leaves 2x/year and as needed
- Golf - Greens (Level 1 Maintenance)
 - Goal: To provide a quality putting surface for golfers to enjoy
 - Mow, blow as necessary 7x/week
 - Collars mowed 3x/week
 - Aerate up to 3x/year
 - Lightly Top-dressed 1x/2 weeks or as needed
 - Overseed 3x/year
 - Fertilizer 1x/2 weeks
 - Water As required for green playing surface
 - Manage leaves/debris 2x/year and as needed
 - Verticut 3x/year
 - Roll As required for green playing surface
 - Change cups 7x/week
 - Apply pesticide 1x/week or as needed



- Golf - Heather (Level 3 Maintenance)
 - Goal: Eliminate invasive species and enjoy a weed-free surface
 - Mow 1x/year
 - Apply herbicide 1x/year or as needed
 - Sign 1x/year
- Golf - Roughs (Level 2 Maintenance)
 - Goal: To provide a semi-level hitting surface for golfing playability
 - Mow 2x/week
 - Overseed As needed
 - Trim Trees 1x/year and as needed
 - Apply herbicide/pesticide 1x/year
 - Fertilizer 1x/year
 - Manage leaves 2x/year and as needed
 - Vegetation Control 3x/year
- Golf - Tees (Level 1 Maintenance)
 - Goal: To provide a quality hitting surface for golfers to tee off from
 - Pick up tees 3x/week and daily by rangers
 - Mow 3x/week
 - Replace divots with grass and sand 7x/week
 - Blow 7x/week
 - Move markers 7x/week
 - Inspect signs 7x/week
 - Repair signs As needed
 - Check and replenish ball washer fluids 7x/week
 - Empty trash cans 7x/week
 - Aerate 5x/year
 - Overseed 2x/year and as needed
 - Fertilizer 1x/month
 - Pre-emergence 1x/year
 - Water 7x/week
 - Manage leaves 2x/year and as needed

6.1.5 LEVEL ONE MAINTENANCE STANDARDS

Based on data collected during site visits, maintenance standards for Shawnee County Parks and Recreation were developed in both qualitative and quantitative formats, organized by three Levels of Service. Maintenance standards can change by season and month depending on the type of park area level of use. Standards will be calculated by time and equipment needed to develop required operation budgets.

LEVEL ONE MAINTENANCE STANDARDS

- Turf Maintenance – high profile areas (small areas, entire area visible to foot traffic)
 - Mowing will occur 2 times/week
 - Mowing heights
 - 2 ½ “ during warm season (day time highs consistently above 75 degrees)
 - Edging of all turf perimeters will occur 1 time/week
 - 95% turf coverage
 - 3% weed infestation for existing areas (all efforts should be made to keep new areas 100% weed free)
 - 2% bare area
 - Remove grass clippings if visible
 - Aerate 1 time/year (additionally if needed)
 - Inspect thatch layer regularly and remove as needed
 - Test soil and water annually
 - Additional testing will occur if deemed necessary
 - Soil moisture will be consistent
 - No wet areas
 - No dry areas
 - Firm enough for foot and mower traffic
 - Apply wetting agents to assist in uniform soil moisture
 - Hand water as needed
 - Inspect daily for insects, disease, and stress and respond to outbreaks within 24 hours
 - Fertilize (3) times per year
 - Top dress/over seed once a year
- Tree and Shrub Maintenance
 - Prune/trim trees and shrubs as dictated by species twice annually during spring and fall
 - Remove sucker growth annually
 - Test soil annually to insure application of appropriate nutrients as needed
 - Apply fertilizer to plant species according to their optimum requirements as needed or yearly
 - Inspect regularly for insects and diseases. Respond to outbreaks within 48 hours
 - Place 2” of organic mulch around each tree within a minimum 18” ring
 - Place 2” of organic mulch around shrub beds to minimize weed growth
 - Remove hazardous limbs and plants immediately upon discovery
 - Remove dead trees and plant material immediately unless located within an environmental area
 - Remove or treat invasive plants within 5 days of discovery
 - Flower bed maintenance done yearly
 - Fertilize once a year

- Pond maintenance done yearly and inspect weekly
- Water features maintained weekly
- Invasive plant removal annually
- Storm Cleanup
 - Inspect drain covers at least twice monthly, before rain and immediately after flooding
 - Remove debris and organic materials from drain covers immediately
 - Maintain water inlet height at 100% of design standard
- Irrigation Systems
 - Inspect irrigation systems at least once per month or computer monitors as necessary
 - Initiate repairs to non-functioning systems within 24 hours of discovery
 - Back flow testing done annually
- Litter Control
 - Pick up litter and empty containers at least once daily or as needed
 - Remove leaves and organic debris once a week or as necessary
- Playground Maintenance
 - Audit each playground to insure compliance with the current version of ASTM Performance Standard F1487 and the Consumer Product Safety Commission “Handbook for Public Playground Safety”
 - Complete low-frequency playground inspections at least bi-monthly or as required. All low-frequency inspections are to be completed by a Certified Playground Safety Inspector (CPSI). Complete safety-related repairs immediately, and initiate other repairs within 48 hours of discovery
 - Complete high-frequency inspections at least weekly
 - Grooming surface three times weekly, nine months a year
- Hard Surface Maintenance
 - Remove debris and glass immediately upon discovery
 - Remove sand, dirt, and organic debris from walks and hard court surfaces weekly
 - Remove trip hazards from pedestrian areas immediately upon discovery
 - Paint fading or indistinct instructional / directional signs annually
 - Blow grass clippings after mowing around hard surfaces
 - Remove grass growing in cracks as needed
- Outdoor Court Maintenance
 - Inspect tennis and basketball courts at least once monthly. Complete all repairs within 48 hours of discovery
 - Repaint lines at least once each year
 - Replace basketball nets when frayed, broken, or removed
 - Maintain basketball goal posts, backboards, rims, tennis net posts, fencing, and hardware to original design specifications
- Trail Maintenance
 - Inspect hard and soft surface trails at least once monthly
 - Remove dirt, sand, and organic debris from hard surfaces at least once weekly

- Remove organic debris from soft surfaces at least once weekly
- Maintain a uniform 3-4" depth of compacted material on soft surface trails at all times
- Graffiti removed weekly
- Remove overhanging branches within 84" of the trail surface at least twice annually
- Mechanically or chemically control growth 24" on either side of the trails
- Inspect signs, benches, and other site amenities at least once monthly. Complete repairs within 10 days of discovery
- Inspect and make necessary repairs to lighting systems at least once monthly
- Repair / replace bulbs to maintain lighting levels to design specifications at all times
- Site Amenity Maintenance
 - Inspect benches, trash containers, picnic tables and grills, bicycle racks, flag poles, drinking fountains, and other site amenities at least monthly. Complete repairs within 24 hours of discovery
 - Cleaning/power wash of amenities twice yearly
 - No wet areas
 - No dry areas
 - Firm enough for foot and mower traffic
 - Apply wetting agents to assist in uniform soil moisture
 - Hand water as needed
 - Inspect daily for insects, disease, and stress and respond to outbreaks within 24 hours
- Athletic fields grounds maintenance
 - Fields that are dedicated to soccer and cricket only
 - Use mower capable of "striping" the turf
 - Mowing will occur twice weekly
 - Mowing heights
 - 2" during cool season (day time highs consistently below 75 degrees)
 - Edging of field perimeters will occur twice monthly
 - 95% turf coverage at the start of every season
 - 80% turf coverage after play begins
 - 5% weed infestation
 - 0% bare area at the start of every season
 - 15% bare and weak areas will be acceptable after play begins
 - Apply pre-germinated seed to heavily worn areas after every tournament
 - Remove grass clippings if visible
 - Aerate 3 times annually
 - Spot aerate high use areas as needed
 - Inspect thatch layer regularly and remove as needed
 - Test soil and water annually
 - Additional testing will occur if deemed necessary
 - Soil moisture will be consistent
 - No wet areas

- No dry areas
- Firm enough for foot and mower traffic
- Apply wetting agents to assist in uniform soil moisture
- Hand water as needed
- Inspect daily for insects, disease, and stress and respond to outbreaks within 24 hours
- Fertilize monthly
- Aerate and over seed yearly
- Fence and Gate Maintenance
 - Inspect fences, gates, and bollards at least twice annually. Complete safety-related repairs immediately. Complete other repairs within 48 hours of discovery
 - Annually free fence of debris
- Sign Maintenance
 - Inspect sign lettering, surfaces, and posts at least once monthly
 - Repair / replace signs to maintain design and safety standards within 24 hours of discovery
 - Clean signs twice a year
 - Cut back plant material annually
- Pest Control
 - In accordance with the Departments Integrated Pest Management Program (IPM), problem areas are inspected monthly and remedied immediately upon discovery
- Vandalism and Graffiti Removal
 - Initiate repairs immediately upon discovery. Document and photograph damage as necessary
- Picnic Shelters
 - Reserved units cleaned and litter removed prior to and after each reservation
 - Minor repairs are made immediately upon discovery
 - Non-reserved units are cleaned weekly, or as necessary
- Lighting Security/Area
 - Foot-candle levels will be maintained to preserve original design
 - Inspect once monthly
 - Repairs/bulb replacement will be completed within 24 hours of discovery
- Aquatic Center Standards
 - Vacuum pool weekly
 - Manually check water chemistry every two hours of operation
 - Check water electronically on a continuous basis
 - Water checked for temperature, chlorine, and pH
 - Check flow rates every 2 hours of operation
 - Water checked for clarity on a continuous basis
 - Clean concrete areas daily
 - Repaint pool tank every two years
 - Pressure wash concrete areas weekly

- Clean restrooms two times daily
- Inspect facility and associated equipment daily
- Maintain all equipment per manufacturers suggestions
- Inspect sand filter annually
- Broken Equipment Standard
 - Broken equipment shall be repaired immediately, as staff is capable and parts are available when noticed or reported
 - If staff is not able to repair, the broken equipment will be signed and roped off with emergency tape indicating that the amenity is broken, not to be used, and if and when it will be repaired
- Lifecycle Replacement
 - The County has a lifecycle replacement program in place that must be built into the Capital Improvement Program based on contractor and product specifications
- Concession Standards (outdoor)
 - Concession facilities cleaned, wiped down, and sanitized before opening
 - Electrical appliances checked for compliance and repaired if damaged
 - Lights checked and repaired as needed
 - Concession operating permits secured before opening
 - Appliances cleaned thoroughly before opening
 - Prices for concessions will be posted
 - Cash registers tested to ensure they work properly
 - Circuit breakers tested prior to opening
 - Cleaning and sanitization supplies on hand before opening
 - Pick up debris daily
- Closing Concession Standards (outdoor)
 - Equipment cleaned thoroughly
 - Supplies removed and discarded
 - Electricity should be turned off
 - Refrigerators and cables turned off and sealed
 - Facility floors, sinks, and counters cleaned thoroughly
 - Hoses cleaned and drained
 - Kitchen cleaned thoroughly
 - Inspections of standards will occur monthly
- Open Space Standard
 - Maintain natural appearance to open space areas
 - Remove trees and branches that pose a hazard to the users of the area
 - Respond to disease and insect outbreaks within 24 hours of identification
 - Inspect areas monthly
 - Remove and clean dump sites within 48 hours of identification
 - Post and maintain appropriate signage for each individual area

- Implement strategies to assist in reducing the stand of non-native invasive plants by 5% annually
- No large branches or debris will be allowed in parks and along perimeters

LEVEL TWO MAINTENANCE STANDARDS FOR PARKS

Maintenance standards can change by season and month depending on the park and level of use. Standards will be calculated by time and equipment needed to develop the required operation budgets. The difference between Level 1 and Level 2 standards is the frequency rate.

- Turf Maintenance
 - Mowing will occur once weekly
 - Mowing heights
 - 2½" during cool season (day time highs consistently below 75 degrees)
 - Edging of all turf perimeters will occur weekly during season and every 2 weeks in off-season
 - 88% turf coverage
 - 8% weed infestation
 - 4% bare area will be acceptable after play begins
 - Remove grass clippings if visible
 - Aerate once annually in low use areas
 - Aerate twice annually in high use areas (additional if needed)
 - Inspect thatch layer regularly and remove as needed
 - Test soil and water annually
 - Additional testing will occur if deemed necessary
 - Soil moisture will be consistent
 - No wet areas
 - No dry areas
 - Firm enough for foot and mower traffic
 - Apply wetting agents to assist in uniform soil moisture
 - Hand water as needed
 - Inspect weekly for insects, disease, and stress, and respond to outbreaks within 24 hours
 - Fertilize twice yearly
- Tree and Shrub Maintenance
 - Prune/trim trees and shrubs as dictated by species at least once annually
 - Apply fertilizer to plant species only if plant health dictates
 - Remove sucker growth as needed
 - Inspect regularly for insects and diseases. Respond to outbreaks within 48 hours
 - Place 2" of organic mulch around each tree within a minimum 18" ring
 - Place 2" of organic mulch around shrub beds to minimize weed growth
 - Remove hazardous limbs and plants immediately upon discovery
 - Remove dead trees and plant material within 30 days of discovery
 - Remove or treat invasive plants yearly
- Storm Cleanup
 - Inspect drain covers at least once monthly and immediately after flooding occurs

- Remove debris and organic materials from drain covers within every other month
- Inspect and clean drains before forecasted storms begin
- Maintain water inlet height at 100% of design standard
- Invasive plant removal once a year or as needed
- Drain system maintenance done once a year
- Irrigation Systems
 - Inspect irrigation systems a minimum of once per month and as necessary
 - Initiate repairs to non-functioning systems within 48 hours of discovery
 - Annual back flow inspection done yearly
- Litter Control
 - Pick up litter and empty containers at least every other day or as needed
 - Remove leaves and organic debris once a week
- Playground Maintenance
 - Audit each playground to insure compliance with the current version of ASTM Performance Standard F1487 and the Consumer Product Safety Commission “Handbook for Public Playground Safety”
 - Complete low-frequency playground inspections at least bi-monthly or as required. All low-frequency inspections are to be completed by a Certified Playground Safety Inspector (CPSI). Complete safety-related repairs immediately and initiate other repairs within 48 hours of discovery
 - Complete high-frequency inspections at least weekly
 - Grooming surface two times weekly
- Hard Surface Maintenance
 - Remove debris and glass immediately upon discovery
 - Remove sand, dirt, and organic debris from walks, lots, and hard surfaces every 30 days
 - Remove trip hazards from pedestrian areas immediately upon discovery
 - Paint fading or indistinct instructional/directional signs every other year
 - Remove grass in the cracks monthly
- Outdoor Court Maintenance
 - Inspect basketball courts at least once monthly. Complete repairs within 10 days of discovery
 - Repaint lines at least once every 2 years
 - Replace basketball nets within 10 days when frayed, broken, or removed
 - Maintain basketball goal posts, backboards, rims, fencing, and hardware to original design specifications. Complete repairs within 10 days of discovery
- Trail Maintenance
 - Inspect hard and soft surface trails at least once monthly
 - Remove dirt, sand, and organic debris from hard surfaces at least once monthly
 - Remove organic debris from soft surfaces at least once monthly
 - Maintain a uniform 2-4” depth of compacted material on soft surface trails
 - Mechanically or chemically control growth 24” on either side of the trails
 - Remove overhanging branches within 84” of the trail surface at least once annually

- Inspect signs, benches, and other site amenities at least once monthly. Complete repairs within 10 days of discovery
- Site Amenity Maintenance
 - Inspect benches, trash containers, picnic tables, grills, bicycle racks, drinking fountains, and other site amenities at least monthly. Complete repairs within 5 days of discovery
 - Cleaning and washing annually
 - Inspect daily for insects, disease, and stress and respond to outbreaks within 24 hours
- Athletic Field Grounds Maintenance
 - Fields that are dedicated to soccer and cricket only
 - Mowing will occur twice weekly
 - Mowing heights
 - 2 ½" during cool season (day time highs consistently below 75 degrees)
 - 3" during warm season (day time highs consistently above 75 degrees)
 - Edging of all field perimeters will occur once monthly
 - 80% turf coverage at the start of every season
 - 65% turf coverage after play begins
 - 20% weed infestation
 - 5% bare area at the start of every season
 - 15% bare and weak areas will be acceptable after play begins
 - Remove grass clippings if visible
 - Aerate once annually
 - Inspect thatch layer regularly and remove as needed
 - Test soil and water annually
 - Additional testing will occur if deemed necessary
- Soil moisture will be consistent
 - No wet areas
 - No dry areas
 - Firm enough for foot and mower traffic
 - Inspect weekly for insects, disease, and stress, and respond to outbreaks within 24 hours
- Fence and Gate Maintenance
 - Inspect fences, gates, and bollards at least once annually. Complete safety-related repairs immediately, and complete other repairs within 5 days of discovery
 - Clean debris annually
- Sign Maintenance
 - Inspect sign lettering, surfaces, and posts at least once every 3 months
 - Repair/replace signs to maintain design and safety standards within 5 days of discovery
 - Clean sign once a year
- Pest Control
 - In accordance with the Departments Integrated Pest Management Program (IPM), inspect problem areas monthly and remedy immediately upon discovery

- Vandalism and Graffiti Removal
 - Initiate repairs immediately upon discovery. Document and photograph damage as necessary
- Picnic Shelters
 - Reserved units cleaned and litter removed prior to and after each reservation
 - Minor repairs are made immediately upon discovery
 - Non-reserved units are cleaned bi-weekly, or as necessary
- Lighting Security/Area
 - Inspect quarterly
 - Repairs/bulb replacement will be completed within 72 hours of discovery

LEVEL THREE MAINTENANCE STANDARDS FOR PARKS

Maintenance Standards can change by season and month depending on the type of park and level of use. Standards will be calculated by time and equipment needed to develop required operation budgets.

- Turf Maintenance (dog parks)
 - Mowing will occur once every 10 days
 - Mowing heights
 - 2½” during cool season (day time highs consistently below 75 degrees)
 - 50% turf coverage
 - Up to 50% weed coverage for existing
 - Up to 20% bare area
 - Safety of hazard only action



6.2 FUNDING AND REVENUE STRATEGIES

Park and recreation systems across the United States today have learned to develop a clear understanding of how to manage revenue options to support parks and recreation services in a municipality based on the limited availability of tax dollars. Park and recreation systems no longer rely on taxes as their sole revenue option but have developed new sources of revenue options to help support capital and operational needs.

A growing number of municipalities have developed policies on pricing of services, cost recovery rates, and partnership agreements for programs and facilities provided to the community. They also have developed strong partnerships that are fair and equitable in the delivery of services based on whom receives the service, for what purpose, for what benefit, and for what costs. In addition, agencies have learned to use parks and recreation facilities, amenities, programs, and events to create economic development as it applies to keeping property values high around parks and along trails through increased maintenance, adding sports facilities, and events to drive tournaments into the region that create hotel room nights and increase expenditures in restaurants and retail areas. They have learned to recognize that people will drive into their community for good recreation facilities such as sports complexes, pools, and for special events if presented correctly and well managed.

In the Shawnee County Parks and Recreation some of these policies and management practices are not in place and should be considered for the future. PROS has outlined several options for the county to consider. In any event, PROS feels that some if not all of these sources need to be considered as an option to support the capital and operational needs of the Shawnee County Parks and Recreation Department as outlined in the Master Plan.

6.2.1 FUNDING SOURCES FOR CAPITAL IMPROVEMENT DOLLARS AND OPERATIONS

The following financial options outline opportunities for the county to consider in supporting the recommended capital improvements outlined in the Master Plan as well as operational costs associated with managing the system for the future. Many of these funding sources may not be allowed now by the county or have never been used but need to be pursued through legislative means if the county authorities recognize the value in pursuing these funding sources.

General Obligation Bond: A general obligation bond is a municipal bond secured by a taxing authority such as the City of Topeka or Shawnee County to improve public assets that benefits the municipal agency involved that oversee the parks and recreation facilities. The City of Topeka or Shawnee County has not done a General Obligation Bond for parks and recreation facilities for a very long time, and based on the values that the community holds for parks and recreation facilities, it should be considered to promote economic sustainability and livability in Topeka and Shawnee County.

General Obligation Bonds should be considered for the park and recreation facility projects such as an update to a community or regional park, trails, recreation centers, aquatic centers, or a sports complex. Improvements to parks should also be covered by these funding sources because there are very little operational revenues associated with these parks to draw from and some of the county and city parks improvements are in need of upgrades and renovations limiting the uses of other revenue sources. These parks help frame the city and county image, benefit a wide age segment of users, and updating these parks will benefit the community as a whole and stabilize neighborhoods and other areas of the county. Over the last 10 years across the United States, over 90% of park and recreation bond issues have passed in cities when offered to the community to vote to support the community needs for parks and recreation. This is according to Trust for Public Land research.

Governmental Funding Programs: A variety of funding sources are available from federal and state government for park-related projects. For example, the Land and Water Conservation Fund funding program has been reinstated for 2014 levels at 150 million and can provide capital funds to state and local governments to acquire, develop, and improve outdoor recreation areas. Federal Community Development Block Grant (CDBG) funds are used to support open space related improvements, including redevelopment and new development of parks and recreation facilities. Transportation Enhancement Funds available through SAFETELU, the current federal transportation bill, can be used for trail and related green space development, AmeriCorps Grants can be used to fund support for park maintenance.

SAFETULU Funds as well as Safe Routes to School Funds should be pursued for the trail improvements outlined in the plan. SAFETULU monies require a 20% match by the county and Safe Routes to School Funds require no match by the county.

CDBG (Community Development Block Grants) funds are used by many cities and counties to enhance parks. These funds should be used to support the redevelopment of major facilities based on its location in the city or county and what it will do to enhance the neighborhood and schools surrounding the park, which is the purpose for CDBG monies.

AmeriCorps Grants could be pursued by the parks division of the county to support park maintenance and clean-up of drainage areas where trails are located and small neighborhood parks in the city and the county.

Federal Housing Grants can also help support parks near federal housing areas and should be pursued if appropriate.

If applying for these grants is an issue, the county could work strategically as a partner with the City of Topeka Planning Department staff to seek a grant writer to write the application.

Recreation and Park Impact Fees: The city has implemented recreation impact fees in the past and could continue if the county wanted to pursue these funds from developers. The current deficiencies in parkland are being alleviated in certain parts of the county, but other areas are short of parkland and trails. The Comprehensive Plan is being updated and future funds being collected could help support the department's capital improvements for playgrounds, shelters, restrooms, land, trails, and tennis courts. Impact fees generally provide some capital funds, but rarely are they sufficient to provide full funding of large projects. Overland Park and Olathe have used impact fees to help support their development of parks and recreation facilities over the last 20 years.

Internal Park Improvement Fund: This funding source is created from a percentage of the overall park admissions to attractions such as sport complexes, golf courses, campgrounds or special events in a park and would allow a percentage usually in the 3-5% of gross revenues to be dedicated to the park or recreation facility for existing and future capital improvements. This funding source is used for sports complexes, aquatic parks, campgrounds, and fee based parks. This type of user fee generally does not require voter approval, but is set up in a dedicated fund to support the existing attraction for future maintenance and improvements.

Tax Allocation or Tax Increment District: Commonly used for financing redevelopment projects, a Tax Allocation District (TAD) involves the issuance of tax-exempt bonds to pay front-end infrastructure and eligible development costs in partnership with private developers. As redevelopment occurs in the city or county, the "tax increment" resulting from redevelopment projects is used to retire the debt issued to fund the eligible redevelopment costs. The public portion of the redevelopment project funds itself using the additional taxes generated by the project. TADs can be used to fund park improvements and development as an essential infrastructure cost. These funds would work well in the downtown park redevelopment and in trail development. The City of Valparaiso, Indiana, has used this funding source extensively for their redevelopment of the downtown area and has made a huge impact on the image and impact to parks and business in the downtown area.

Developer Cash-in-Lieu of meeting the Open Space Requirement: Ordinances requiring the dedication of open space within developments to meet the park and recreation needs of the new residents often have provisions allowing cash contribution to substitute for the land requirement.

Facility Authority: A Facility Authority is sometimes used by park and recreation agencies to improve a specific park or develop a specific improvement such as a stadium, large recreation center, large aquatic center, or sports venue for competitive events. Repayment of bonds to fund the project usually comes from a sales tax in the form of food and beverage. A Facility Authority could oversee improvements for the large facilities such as an aquatic center and sports field complex. The county could seek out a private developer to design build a field house facility for the county with the county paying back these costs over a 20-year period. The Facility Authority would include representation from the schools, the city, and private developers. This was very successful for a similar project in Roanoke County, Virginia, with the County Parks and Recreation Department.

Utility Lease Fee: Utility lease fees have been used to support parks in the form of utility companies supporting a park from utility easements, storm water runoff, and paying for development rights below the ground. This funding source is derived from fees on property owned by the county based on measures such as the amount of impervious surfacing as well as fees from utility companies having access through the park. It is used by many cities and counties to acquire and develop greenways and other open space resources that provide improvements in the park or development of trails. Improvements can include trails, drainage areas, and retention ponds that serve multiple purposes such as recreation, environmental protection, and storm water management. This could be a source for the utilities to make a contribution to support the parks and trails in the future. This has been very successful in Houston along their bayous and in King County, Washington.

Transient Occupancy Tax: This funding source is used by many cities and counties to fund improvements to parks from hotels that benefit from the parks in the form of sporting events where participants stay in hotels when they use city or county owned sports complexes or competitive facilities. The Transient Occupancy Taxes are typically set at 3-5% on the value of a hotel room, a 1% sales tax that can be dedicated for park and recreation improvement purposes as well. Because of the value that parks could provide in the way of events, sports, entertainment, and cultural events, hotels in the area that benefit could be set up with a portion of their occupancy funds going to support park and recreation related improvements. This funding source should be implemented progressively by other communities as the county increases the number of events it sponsors or develops. Tracking the economic value back to the hotels is important to build trust with the hotel business community.

Food and Beverage Tax: This 1/8% sales tax is currently used by other cities and counties in Kansas and requires voter approval. These dollars can come from the local community as well as visitors to the city and county to help pay for a bond to finance future park and recreation related improvements. Food and Beverage Taxes are very well accepted in most Midwest communities.

Accumulated Building Funds: In Indiana under code 36-10-3 cities and counties can establish a Cumulative Building Fund for the parks and recreation department. These funds can provide money for building, remodeling, and repairing park and recreation facilities. In addition, the city and counties can purchase land with these funds for park and recreation purposes. The Cumulative Building Fund must be proposed by a park board and then approved by the city or county council in order to levy the tax. The Cumulative Building Fund can provide capital funds that are best utilized for improvements to existing park and recreation amenities and facilities in the system.

Capital Improvement Fee: A capital improvement fee can be added to an admission fee to a recreation facility or park attraction to help pay back the cost of developing the facility or attraction. This fee is usually applied to golf courses, aquatic facilities, recreation centers, stadiums, amphitheaters, and special use facilities such as sports complexes. The funds generated can be used either to pay back the cost of the capital improvement on a revenue bond that was used to develop the facility. Capital improvement fees normally are \$5 per person for playing on the improved site or can be collected as a parking fee or admission fee.

Lease Back: Lease backs are a source of capital funding in which a private sector entity such as a development company buys the parkland site or leases the parkland and develops a facility such as a park, recreation attraction, recreation center, pool, or sports complex and leases the facility back to the municipality to pay off the capital costs over a 20 to 30-year period. This approach takes advantage of the efficiencies of private sector development while relieving the burden on the municipality to raise upfront capital funds. This funding source is typically used for recreation and aquatic type facilities, stadiums, civic buildings, and fire stations.

6.2.2 FUNDING SOURCES FOR OPERATIONAL DOLLARS

Land Leases/Concessions: Land leases and concessions are public/private partnerships in which the municipality provides land or space for private commercial operations that will enhance the park and recreational experience in exchange for payments to help reduce operating costs. They can range from food service restaurant operations, to cell towers, to full management of recreation attractions. Leases usually pay back to the county a percentage of the value of the land each year in the 15% category and a percentage of gross from the restaurant or attractions. They also pay sales tax and employee income tax to the county. This has been done on several projects for Indy Parks in Indianapolis to support Eagle Creek Reservoir and spine trails throughout the city.

Admission to the Park: Many park and recreation systems in the United States have admission fees per car, per bike, and per person basis to access a park that can be used to help support operational costs. Car costs range from \$3 to \$5 per car, \$2 dollars per bicycle, or \$2 dollars per person. This would really only apply to regional parks or special use sports complexes in Shawnee County if it is considered. This fee may be useful for large events and festivals that have the capability to be set up as a fee based park at least on weekends. This is not unusual for county parks to have fees to access regional parks to support the operations.

Parking Fee: Many parks that do not charge an admission fee will charge a parking fee. Parking rates range from \$3 to \$4 dollars a day. This funding source could work for helping to support special events, festivals, and tournaments. County park systems in Florida charge parking fees for beaches, sports complexes, and special event sites.

User Fees: User fees are fees paid by a user of recreational facilities or programs to offset the costs of services provided by the department in operating a park, a recreation facility, or in delivering programs and services. A perception of “value” has been instilled in the community by Shawnee County Parks and Recreation staff for what benefits the county benefits the user. As the department continues to develop new programs, all future fees should be charged based on cost recovery goals developed in a future pricing policy. The fees for the parks and/or core recreation services are based on the level of exclusivity the user receives compared to the general taxpayer. It is recommended that user fees for programs be charged at market rate for services to create value and operational revenue for Shawnee County Parks and Recreation Department. For services where the county feels that they cannot move forward on adequate user fees to obtain the required cost recovery, consideration of contracting with a not-for-profit and/or private company to help offset service costs should be pursued. This would save the county dollars in their operational budgets while still ensuring the community receives the service to keep the quality of life at a high standard.

Corporate Naming Rights: In this arrangement, corporations invest in the right to name an event, facility, or product within a park in exchange for an annual fee, typically over a 10-year period. The cost of the naming right is based on the impression points the facility or event will receive from the newspapers, TV, websites, and visitors or users to the park. Naming rights for park and recreation facilities are typically attached to sports complexes, amphitheaters, recreation centers, aquatic facilities, stadiums, and events. Naming rights are a good use of outside revenue for parks, recreation facilities or special attractions in the county.

Corporate Sponsorships: Corporations can also underwrite a portion or all of the cost of an event, program, or activity based on their name being associated with the service. Sponsorships typically are title sponsors, presenting sponsors, associate sponsors, product sponsors, or in-kind sponsors. Many agencies seek corporate support for these types of activities.

Advertising sales on sports complexes, scoreboards, gym floors, trashcans, playgrounds, in locker rooms, at dog parks, along trails, flower pots, and as part of special events held in the county to help support operational costs have been an acceptable practice in parks and recreation systems for a long time and should be considered for the county to support operational costs.

Maintenance Endowment Fund: This is a fund dedicated exclusively for a park's maintenance, funded by a percentage of user fees from programs, events, and rentals and is dedicated to protect the asset where the activity is occurring.

Park and Recreation Revenue Revolving Fund: This is a dedicated fund to be used for park purposes only that is replenished on an ongoing basis from various funding sources such as grants, sponsorships, advertising, program user fees and rental fees within the park system. The county could establish a revolving fund supported by all of the funding sources identified in this section and kept separate from the tax general fund. This has worked well in the City of Olathe.

Permit Fees: This fee is incorporated for exclusive reservations for picnic shelters, sports fields, special events that are provided by the county, and competition tournaments held in the county by other organizations who make a profit off of county owned facilities. Permit fees include a base fee for all direct and indirect costs for the county to provide the space on an exclusive basis plus a percentage of the gross for major special events and tournaments held on county owned permitted facilities. Alcohol permits should be explored and if determined worthwhile, added to these permits, which would generate more dollars for the county for these special use areas. These dollars could be applied to the Recreation and Park Revolving Fund to help support park improvements and operations.

Tipping Fees. In Michigan some tipping fees collected at county owned landfills are redirected back to county parks to help pay for the cost of litter pick up in county parks.

6.2.3 PRIVATE FUNDING SOURCES

Business/Citizen Donations: Individual donations from corporations and citizens can be sought to support specific improvements and amenities.

Private Foundation Funds: Nonprofit community foundations can be strong sources of support for the department and should be pursued for specific park and recreation amenities. The department has a good parks foundation in place, which needs to continue.

Nonprofit Organizations: Nonprofit organizations can provide support for green space and parks in various ways. Examples include:

- **Conservancy or Friends Organization:** This type of nonprofit is devoted to supporting a specific park like Gage and Lake Shawnee Park. These Park Conservancy's or Friends Groups are a major funding source for parks in the United States and should be considered for Shawnee County parks and recreation facilities.
- **Greenway Foundations:** Greenway foundations focus on developing and maintaining trails and green corridors on a countywide basis. The county could seek land leases along their trails as a funding source, in addition to selling miles of trails to community corporations and nonprofits in Shawnee County. The development rights along the trails can also be sold to local utilities for water, sewer, fiber optic, and cable lines on a per-mile basis to support development and management of these corridors. Indianapolis Greenway Foundation has a specific Greenway Trail license plate they have had in place for over 20 years to help support the development and maintenance of trails in the city.

6.2.4 VOLUNTEER SOURCES

Adopt-an- Area of a Park: In this approach, local neighborhood groups or businesses make a volunteer commitment to maintaining a specific area of a park. Adopt-an-Area of a Park arrangements are particularly well-suited for the department.

Adopt-a-Trail: This is similar to Adopt-a-Park but involves sponsorship of a segment of a trail (e.g., one mile) for maintenance purposes.

Community Service Workers: Community service workers are assigned by the court to pay off some of their sentence through maintenance activities in parks, such as picking up litter, removing graffiti, and assisting in painting or fixing up activities. Most workers are assigned 30 to 60 hours of work. This would seem to be a good opportunity for the parks to work with the sheriff's department on using community service workers.



CHAPTER SEVEN

VISION, MISSION, AND IMPLEMENTATION PLAN



When developing a Master Plan it is important to establish a Vision and Mission for the department to guide its efforts for the future. Vision says what the Department wants to be known for and Mission indicates how we get there.

7.1 VISION

The following vision presents how Shawnee County Parks and Recreation desires to be viewed in the future:

“Our vision for Shawnee County Parks and Recreation is to be recognized by the community as a positive, progressive, innovative, and caring quality of life organization that is able to provide long-term vitality and economic sustainability for Shawnee County through vibrant parks, recreation facilities, and program experiences that inspire people to want to live, work, and play in the county.”

7.2 MISSION

The following is the mission for how Shawnee County Parks and Recreation will implement the vision:

“Shawnee County Parks and Recreation provide essential service to improve quality of life for all residents of the county by proactively responding to changing demographics, emerging trends while maximizing all available resources in providing quality parks, recreation facilities, and programs that enhance the residents health, promotes economic vitality, and long term sustainability now and for future generations.”

7.2.1 OVERVIEW

The following section outlines the Goals and Specific Strategies for five key areas of the Shawnee County Parks and Recreation. These are broad strategies, while the detailed tactics to fulfill them are provided in **Appendix A** of this Master Plan. The recommendations are meant to serve as a guide and should be flexible to adapt to changing trends and needs over time. This will ensure that the Master Plan truly serves as a living document, which is dynamic and proactively meeting community needs and vision over time.

The key areas for recommendations include:

- Parkland
- Facilities
- Programming
- Operations and staffing
- Financing

7.3 COMMUNITY VISION FOR LAND

“Our vision for parklands is to make all parks a place of civic pride that results in high productive and positive passive and active use that supports healthy and active lifestyles for people of all ages.”

GOAL

Maintain a high quality, diverse and balanced park and open space system through productive trails, neighborhood, community, and regional parks for all residents to enjoy in each quadrant of the county.

STRATEGIES FOR LAND

- In existing parks, upgrade aging park amenities, add new improvements, and provide quality maintenance based on community expectations, departmental maintenance standards, budget parameters, and available park capital improvement funding.
- Where possible, connect trail systems to community and regional parks to support a network of trails throughout the county. Establish a goal of 150 miles of trails.
- Create a balance of park types in each quadrant of the county.
- As one strategy to redevelop the Topeka downtown area, create a river park and connect the park to a river trail system to Gage Park. Implement the River Park Plan developed for the city as part of the Park Master Plan.
- Update Dornwood Park Master Plan.
- Develop uniform maintenance standards and staffing levels to support those standards.
- Update the Parks Master Plan for Gage Park to include the Master Plan developed for the Zoo and Discovery Center. Incorporate the diversity of uses and the addition of attractions to improve productivity.
- Complete Master Plan for Lake Shawnee that incorporates the addition of attractions to improve a diversity of opportunity and productivity of use.
- Evaluate existing park inventory to determine appropriateness of each parcel to meeting the vision of the department.
- Identify and acquire land to preserve and enhance access to natural resources, open spaces, and outdoor recreation.

7.4 COMMUNITY VISION FOR FACILITIES

“Our vision for recreation facilities is to provide indoor and outdoor spaces for people of all ages to enjoy directed and self-directed activities that can build social, fitness, aquatics and sports skills in a safe environment.”

GOAL

Update existing indoor and outdoor recreation facilities and add new facilities in underserved areas of the county to provide a balance of recreation opportunities for all residents of the county.

STRATEGIES FOR FACILITIES

- Develop a facility update and improvement plan for the existing recreation centers based on specific themes to include health and wellness, active adults, youth services, arts, adaptive recreation, music, after school programs, and youth sports.
- Develop a multigenerational center in Southwest area that will include the addition of an indoor or outdoor aquatic park to replace Crestview Pool.
- Consider adding amenities in parks to make them more inviting to residents. These amenities need not require a high level of staff costs to operate. Considerations include splash pads, regional playgrounds, disc golf, bag courts, mountain bike areas, and fishing ponds.
- Improve the Lake Shawnee Golf Course clubhouse and infrastructure to support larger outings. Design interactions with trail components and future road and street development.
- Theme the Forbes Golf Course as a golf course for age 50+ players, beginners, and families as the place to learn to play golf. Develop realistic financial expectations for the course.
- Update the Lake Shawnee Campground amenities as part of 1.8, to provide higher quality experience as opposed to maximum quantity experience.
- Add amenities that young professionals want in their community to include dog parks, a downtown special event venue, an adventure sports facility, hockey/ice sports facility, sports field house, and a fresh food market.
- Consider adding amenities in parks that attract residents to make a park more inviting, but does not require a high level of staff costs to operate such as splash pads, regional playgrounds, disc golf, bag courts, mountain bike area, and fishing ponds.
- Update all parks and recreation facilities to be ADA compliant to improve access opportunities for people of all ages.
- Consider improving Family Park to Regional Park Standards. Improve/re-brand existing golf course to drive additional business. Develop unimproved areas adjacent to the course. Develop and implement a preventative maintenance program and procedures to prolong the life of facilities, equipment, and other assets.
- Develop and implement a preventative maintenance program and procedures to prolong the life of facilities, equipment, and other assets.

7.5 COMMUNITY VISION FOR PROGRAMMING

“Our vision for programming is to reach out to people of all ages to encourage them to experience parks and recreation facilities through well designed programs that create a lifetime of memories.”

GOAL

Continue to keep existing core programs of pre-school age programs, athletics for youth and adults, youth and adult life skill programs, camps, wellness and fitness programs, senior programs, aquatic programs and special events and include new core programs in outdoor adventure, adaptive recreation, senior services, and health and wellness.

STRATEGIES FOR PROGRAMMING

- Develop improved partnership agreements with City of Topeka, schools, libraries, and rural cities in the county. Supporting programs together using each other’s facilities. Focus on more education and life skill programs for youth and adults.
- Update a marketing strategy for program services to increase resident awareness and inspire them to use Shawnee County Parks as their “first choice” agency for programs for their family.
- Develop a youth sports association to help support greater equity in the use of sports facilities and coordination of how youth sports are managed in the county.
- Grow more programs in golf, arts, adaptive programs, tennis, youth fitness, seniors, archery, outdoor adventure, aquatics, and sports that have reduced participation over the years.
- Develop a cost of service process to determine direct and indirect cost of providing services to the community. Establish a consistent format to determine existing cost recovery levels and new cost recovery targets for each core service.
- Develop performance measures for all programs to include program standards met, cost recovery goals met, percent of the market controlled, retention of users, customer satisfaction levels met, productivity of facilities, programs offered versus programs held based on minimums made, partnership equity levels met, earned income dollars met, volunteers hour goal met.
- Allow programs to drive the design of facilities, to energize them, and to generate income to offset operational costs.
- Look for ways to operate in a more efficient manner when developing programs.
- Establish security presence for all programs to ensure the safety of all participants and visitors.

7.6 COMMUNITY VISION FOR OPERATIONS AND STAFFING

“Our vision for operations and staffing is to ensure the proper level of care when managing the system is in place for the safety of the patrons and visitors to the parks and recreation facilities.”

GOAL

Determine the right staffing levels based on the right person for the right job with the right skill set for the right pay to achieve the right outcome.

STRATEGIES FOR OPERATIONS AND STAFFING

- Develop a staff to frequency level of maintenance care for park related maintenance.
- Develop a staffing plan for recreation services based on how much of the market the county controls for each core program and the cost recovery goal desired.
- Develop a partnership plan for inviting partners to help manage facilities and programs where appropriate to keep costs down.
- Develop a new Business Development office for the department that can focus on business development, grants, working with the parks foundations, development of a conservancy for Gage Park and Lake Shawnee, sponsorships, business plans, and cost of service assessments.
- Update the department’s organizational structure based on the loss of 20% of the work force over the last year, 37.5% over the past five years, and 10% reduction to support departments of the county.
- Consider managed competition for services that are not as cost effective as they could be.
- Develop updated performance measures to help the department move from an effort based culture to an outcome based culture.
- Determine the role parks and recreation plays in transportation control functions within the city and county as it applies to on-street trails, complete streets, and off-road trails in how these amenities get developed and maintained.
- Support other planning projects being developed by the City of Topeka for the development of the river, downtown development, neighborhood improvement plans, complete streets, and bike systems.
- Consider the development of a “Citizen” Advisory/Advocate Board to replace the existing Advisory Board, which was designed for protection of former city assets and programs.
- Develop a Volunteer Coordinator services to assist in multiple department functions.
- Monitor and ensure customer satisfaction on the quality of services provided in programs, facilities, and shelters.
- Develop equipment replacement schedule.
- Develop a marketing plan to create community awareness and appreciation for the value of parks and recreation services.
- Create unique brand identity for recreation centers based on core programs.
- Reinforce the department’s commitment to public safety at parks and facilities through Park Police visibility and public interaction.
- Maintain natural resources and native areas through enforcement of park codes, state fish, hunting and wildlife laws.
- Provide Park Police officers with knowledge of facilities, parks, park codes, and scheduled activities and events to better provide satisfaction to visitors and patrons.
- Market the available facilities and provide a first-rate experience for campground patrons and visitors.

7.7 COMMUNITY VISION FOR FINANCING

“Our vision for financing the department is to seek adequate funding to meet the community’s expectations for providing adequate parks, recreation facilities, and program services that makes the county a desirable place to live, work, and visit.”

GOAL

Seek a balance between tax-dollar support and earned-income support that meets the expectations of the community in the delivery of parks, recreation facilities, and programs and keeps the department financially sustainable and protects the assets of the department for years to come.

STRATEGIES FOR FINANCING

- Determine with the County Commissioners an acceptable amount of tax-dollar support to maintain a city/county system of parks, recreation facilities, and some program services.
- Seek support every 10 years for Quality of Life bond program to take care of what the department is required to manage and to meet the desires of the community to keep Shawnee County a desirable place to live, work, and visit.
- Determine the role of the Parks Foundation and a Conservancy in the development of parks.
- Consider the development of a Special District to support county parks and recreation services. The funds generated from the special district would reduce the losses that are projected (five million dollars over the next four years) and encourage the county park and recreation department to exist without the need for the City of Topeka tax funds.
- Develop a dedicated capital improvement program for the department and seek several funding sources to help support it.
- Develop business plans for each revenue producing facility in the system to include recreation centers, aquatic centers, sports complexes, golf courses, Gage and Lake Shawnee Regional Parks and campgrounds.
- Implement three new department funding sources a year to help offset operational costs.
- Develop a pricing plan and policy designed to help offset operational costs and capital costs.
- Develop Earned Income Policy.

CHAPTER EIGHT

CONCLUSION



The Shawnee County Parks and Recreation Department strives to be a best practice agency. The Master Plan is a guide on where the department needs to center their energy and values for the next 10 years. It is also a plan to inform the residents on where they will invest capital improvements in the future and how they plan to address key issues that were brought forward during the public input process.

The County Commission and staff recognize how important it is to maintain a first-class parks and recreation system to keep people living and working in the county and the potential positive economic impact the department has on the county.

The recommendations outlined in the Master Plan are aligned with the vision, mission, and core values of the community and the department. These recommendations follow what the community voiced as a priority. Currently the County Commission will need to allocate more funding to achieve these recommendations to ensure the successful implementation of the plan. Overall, the capital improvements can be utilized as a guideline for future improvements and development with flexibility to be altered and updated as needed.

The goal of the Master Plan is not to overextend the department financially or operationally. The department will still require strong financial support from user fees and earned income opportunities as well as a commitment from the County Commission to support the basic infrastructure and staffing needs of the system. This will require a continued business planning approach and support from staff to operate in the most efficient and effective manner.

The department is willing and able to deliver on the recommendations in the plan. This will take everyone working together with the support of the County Commission and the finance department to support the implementation of the plan. The community desires and expects it so let the process begin!

APPENDIX A

SHAWNEE COUNTY IMPLEMENTATION PLAN MATRIX

APPENDIX B

SHAWNEE COUNTY PARK SITE ASSESMENTS

APPENDIX C

SHAWNEE COUNTY FACILITY SITE ASSESSMENTS



SHAWNEE COUNTY
PARKS AND RECREATION



Shawnee County Parks and Recreation Master Plan



Strategic Implementation Action Plan

June 2014



Vision

The following vision presents Shawnee County Parks and Recreation's desire for the future:

“Shawnee County Parks and Recreation in partnership with the citizens of Topeka and Shawnee County will develop and manage accessible, walkable parks, recreation facilities and programs through a collaborative leadership process that provides a long-term perspective for how parks and recreation will impact the livability and economic value of living in the city and county.”

Mission

The following mission statement is how Shawnee County Parks and Recreation will implement their vision:

“Shawnee County Parks and Recreation is an essential service established to improve quality of life for all residents of the county by proactively responding to changing demographics and emerging trends while maximizing all available resources when providing quality parks, recreation facilities and programs that enhance the residents health, promotes economic vitality and long term sustainability now and for future generations.”

Community Vision for Land: “Our vision for park lands is to make all parks a place of civic pride that results in high productive and positive passive and active use that supports healthy and active lifestyles for people of all ages.”

Goal: Maintain a high quality, diverse, and balanced park and open space system through productive trails, neighborhood, community, and regional parks for all residents to enjoy in each quadrant of the county.

	Strategy	Tactics	Group Responsible	Start Date	Performance Measure
1.1	In existing parks, upgrade aging park amenities, add new improvements and provide quality maintenance based on community expectations, departmental maintenance standards, budget parameters, and available park capital improvement funding.	<ul style="list-style-type: none"> • Incorporate an asset management plan for the system to determine what amenities need the most enhancement or replacement based on its useful life. • Improve five to eight parks a year to bring them up to community expectations across the county with approved master plans, enhanced maintenance (to at least a level two care), and updated amenities that will drive positive use in the updated parks. 	Park Director, Park Planner and Park Supervisor	January of 2015	<ul style="list-style-type: none"> • Update five to eight parks annually to meet community expectations for quality parks and experiences in each county park.
		<ul style="list-style-type: none"> • Refresh existing parks based on the community needs for the area and the demographics of the people who live near the updated parks. 	Park Director, Park Planner and Park Supervisor	January 2015	<ul style="list-style-type: none"> • Develop an evaluation process around each park based on who lives in the area surrounding the park and how the existing amenities meet their needs. • Update as needed.

Strategy	Tactics	Group Responsible	Start Date	Performance Measure
1.1 continued	<ul style="list-style-type: none"> Seek Friends of Parks support for each neighborhood and community park to help with clean up and fix up days and to help raise capital dollars for needed improvements. 	Director and Park Director	January 2015	<ul style="list-style-type: none"> Seek to establish a “friends group” to help maintain the park once developed. Establish a goal that 50% of the parks have some level of a “friends group” associated with the park.

	Strategy	Tactics	Group Responsible	Start Date	Performance Measure
1.2	Where possible, connect trail systems to community and regional parks to support a network of trails throughout the county. Establish a goal of 150 miles of trails.	<ul style="list-style-type: none"> Connect a north/south trail across I-70 and the Kansas River that will link the north side of the county with the south side of the county when and where appropriate. 	Park Director, Park Planner, Park Supervisor and Planning Staff from the City of Topeka and Shawnee County	January 2016	<ul style="list-style-type: none"> Create a north/south link by the end of 2020.
		<ul style="list-style-type: none"> Develop loop trails in regional and community parks to encourage safe walking and running exercise opportunities for youth and adults. 	Park Director and Park Planner	January 2015	<ul style="list-style-type: none"> When updating parks, create one each year as part of updating the community parks and to promote health and wellness activities.
		<ul style="list-style-type: none"> Enhance the loop trail system in Gage Park for accessing the park amenities to encourage health-related uses. 	Park Planner and Park Supervisor	January 2017	<ul style="list-style-type: none"> Update and complete loop trail in 2017.
		<ul style="list-style-type: none"> Develop the north to south trail connection over KTA near Lake Shawnee on the east side of the County to the Landon Trail and Deer Creek Trail to Lake Shawnee. 	Park Director and Park Planner	January 2016	<ul style="list-style-type: none"> Complete North to South trail connection over KTA to Landon Trail and Deer Creek Trail by 2020.

	Strategy	Tactics	Group Responsible	Start Date	Performance Measure
	1.2 continued	<ul style="list-style-type: none"> Encourage and promote pedestrian and bicycle activities as a viable alternative mode of transportation for health purposes. 	Parks and Recreation Director and Planning Directors for Shawnee County and Topeka	January 2015	<ul style="list-style-type: none"> Support street trails in both the city and county to meet the objectives outlined in the Transportation Plan for the city and county.

	Strategy	Tactics	Group Responsible	Start Date	Performance Measure
1.3	Create a balance of Park Types in each quadrant of the County.	<ul style="list-style-type: none"> Based on the level of service standards outlined in the Master Plan, create a strategy to attain a balance of neighborhood and community parks in each quadrant of the city/county for residents. 	Park Director, Park Planner and Park Supervisor	January 2015	<ul style="list-style-type: none"> Over the next ten years balance any inequities in park types where the opportunity exists.
		<ul style="list-style-type: none"> Develop a balance of amenities for each park area and in each quadrant of the county to eliminate or reduce a we/they feeling among residents. 	Park Director, Park Planner and Park Supervisor	January 2015	<ul style="list-style-type: none"> As parks are updated, a balance of amenities will be tied to experiences by age group. A goal of a minimum of five experiences for neighborhood parks, 10 experiences for a community park and 15 experiences for a regional park will be incorporated into the plan.
		<ul style="list-style-type: none"> Determine the inventory of underutilized parks and open space in the areas of the county. Turn those areas into nature areas or preserves for people to enjoy nature and wildlife. Or, dispose of these parcels and apply those dollars to areas of the county that need parks and trails. 	Park Director, Park Planner and Park Supervisor	January 2015	<ul style="list-style-type: none"> Assess the productivity of each park in the system. Determine how well each park is performing. Determine alternatives for unproductive park spaces.

Strategy	Tactics	Group Responsible	Start Date	Performance Measure
<p>1.4 As one strategy to redevelop the Topeka downtown area, create a river park and connect the park to a river trail system to Gage Park. Implement the River Park Plan developed for the city as part of the Park Master Plan.</p>	<ul style="list-style-type: none"> Develop a special event venue along the river for opportunities to bring people downtown Topeka and celebrate the river. 	<p>Parks and Recreation Director, Park Director, Park Planner, and Planning Staff from the City and County</p>	<p>January 2015</p>	<ul style="list-style-type: none"> Determine the county parks' role in a downtown river park. Develop a feasibility study and business plan for the park and determine how it will be developed and funded for the future.
	<ul style="list-style-type: none"> Develop access points for kayaking along the river. 	<p>Park Director, Park Planner and Park Supervisor</p>	<p>January 2015</p>	<ul style="list-style-type: none"> Create access points along the river with approval from other state agencies. Promote the opportunity to kayak on the river as part of a park experience.
	<ul style="list-style-type: none"> Develop a trail along the river for walkers and runners. 	<p>Park Director and Park Supervisor</p>	<p>January 2017</p>	<ul style="list-style-type: none"> Develop a blue river trail by 2024.

Strategy		Tactics	Group Responsible	Start Date	Performance Measure
1.5	Update Dornwood Park Master Plan.	<ul style="list-style-type: none"> Create the master plan to include improving fields, parking areas, restrooms, concessions, splash pads, play spaces, playgrounds and trails for the site. 	Park Director and Park Superintendent	January 2015	<ul style="list-style-type: none"> Update and complete Master Plan in 2015. Complete park improvements in that plan by 2018.
		<ul style="list-style-type: none"> Work to promote the park for local competitive youth sports experiences and to provide for overflow for local and regional tournaments. 	Recreation Director and Sports Supervisor	January 2018	<ul style="list-style-type: none"> Create and implement local and regional athletic tournaments in 2018.
1.6	Develop uniform maintenance standards and staffing levels to support those standards.	<ul style="list-style-type: none"> Determine a maintenance standard the county can afford across the system based on maintenance frequency using the right person with the right skill set to achieve the right outcome for the right pay. 	Park Director	January 2015	<ul style="list-style-type: none"> Make consistent maintenance standards in county parks by 2017.
		<ul style="list-style-type: none"> Seek friends and volunteer support to help maintain existing parks using a volunteer maintenance crew. 	Park Director and Volunteer Coordinator	January 2015	<ul style="list-style-type: none"> Develop and establish volunteer maintenance crews in 2015 to help friends groups maintain their parks.
		<ul style="list-style-type: none"> Enhance existing “adopt a park” programs in the community to invest in helping to maintain a park that is important to them. 	Park Director and Maintenance Crews	January 2015	<ul style="list-style-type: none"> Have five parks adopted each year by friends groups.

Strategy	Tactics	Group Responsible	Start Date	Performance Measure	
1.7	Update the Parks Master Plan for Gage Park to include the Master Plan developed for the Zoo and Discovery Center. Incorporate the diversity of uses and the addition of attractions to improve productivity.	<ul style="list-style-type: none"> Develop a special event area in the park. 	Park Director, Park Planner and Park Supervisor	January 2017	<ul style="list-style-type: none"> Develop and complete special event area by 2018 resulting from the 2015 Master Plan update.
		<ul style="list-style-type: none"> Develop an updated loop trail system in the park. 	Park Director, Park Planner and Park Supervisor	January 2017	<ul style="list-style-type: none"> Update and complete loop trail system with Master Plan improvements by 2018.
		<ul style="list-style-type: none"> Develop an updated asset management plan to improve existing amenities in the park. 	Park Director, Park Planner, Park Supervisor, and maintenance staff.	January 2015	<ul style="list-style-type: none"> Complete asset management plan by end of 2015.
		<ul style="list-style-type: none"> Revise and incorporate existing mini-plans: Horseshoe Association, Zoo, and Discovery Center. 	Park Director and Park Planner	January 2015	<ul style="list-style-type: none"> Revise and incorporate existing mini-plans: Horseshoe Association, Zoo, and Discovery Center.
		<ul style="list-style-type: none"> Improve visitor experiences by designing infrastructure to accommodate current and future needs. 	Park Director and Park Planner	January 2015	<ul style="list-style-type: none"> Complete infrastructure improvement by 2019.

Strategy		Tactics	Group Responsible	Start Date	Performance Measure
	1.7 continued	<ul style="list-style-type: none"> Determine most effective use of property and location of amenities, i.e. Maintenance Shop, Hills Bark Park, Preschool, Adaptive Recreation, Train/Carousel, Helen Hocker Theater, and Amphitheater. 	Park Director, Park Planner, Park Supervisor, and maintenance staff.	January 2015	<ul style="list-style-type: none"> Complete Master Plan by the end of 2015. Plan outlines of effective uses for each area listed.
1.8	Complete Master Plan for Lake Shawnee that incorporates the addition of attractions to improve a diversity opportunity and productivity of use.	<ul style="list-style-type: none"> Update the Lake Shawnee Trail around the lake to a complete system for walking, running, bicycling and remaining trail amenities; loop trails, trail heads and restrooms 	Park Director, Park Planner and Park Supervisor	January 2015	<ul style="list-style-type: none"> Update trail by the end of 2017.
		<ul style="list-style-type: none"> Develop a regional outdoor adventure attraction that includes an aerial park that will attract young adults. The beach location would incorporate zip lining, ropes courses, adventure activities. Lake activities would include boarding, kayaking and other water sports. 	Park Director, Recreation Director and support staff	January 2015	<ul style="list-style-type: none"> Complete Adventure Park by the end of 2017.
		<ul style="list-style-type: none"> Consolidate attractions when possible to encourage economic and use efficiencies. Revise and consolidate existing mini-plans: Girls Softball Complex, Baseball Complex, Golf Course, Yacht Club, Rowing Association, and completion of the trail system. 	Park Director, Recreation Director and support staff	January 2015	<ul style="list-style-type: none"> Complete mini master plans for each site to increase productivity by 2020.

Strategy		Tactics	Group Responsible	Start Date	Performance Measure
1.9	Evaluate existing park inventory to determine appropriateness of each parcel to meeting the vision of the department.	<ul style="list-style-type: none"> Utilize parks and open space plan to fit system dynamics to demographics. Eliminate parcels that do not fit plan. 	Park Director and Park Supervisor	January 2015	<ul style="list-style-type: none"> Complete the evaluation of underutilized spaces by the end of 2015.
		<ul style="list-style-type: none"> Add parcels in areas that are underserved. 	Park and Recreation Director and Park Director	January 2015	<ul style="list-style-type: none"> Evaluate underserved areas of the county for parks and determine a strategy to incorporate new park space over the next five years in the underserved areas.

	Strategy	Tactics	Group Responsible	Start Date	Performance Measure
1.10	Identify and acquire land to preserve and enhance access to natural resources, open spaces, and outdoor recreation.	<ul style="list-style-type: none"> Identify and aggressively pursue properties/parcels that lie within the watershed drainage area of Lake Shawnee. 	Park and Recreation Director, Park Director, Recreation Director, and Foundation	January 2015	<ul style="list-style-type: none"> Acquire watershed protection land areas over the next ten years to support flood control and ground runoff problems by 2020.
		<ul style="list-style-type: none"> Identify and aggressively pursue properties/parcels that lie within the watershed drainage area of Shunganuga Creek. 	Park and Recreation Director, Park Director, Recreation Director, and Foundation	January 2015	<ul style="list-style-type: none"> Purchase properties along Shunganuga Creek to support flood control problems by end of 2020.
		<ul style="list-style-type: none"> Evaluate and pursue large parcels that would add value to the system whether purchased or donated. 	Park and Recreation Director, Park Director, Recreation Director, and Foundation	January 2015	<ul style="list-style-type: none"> Acquire large parcels in underserved areas by 2024.

	Strategy	Tactics	Group Responsible	Start Date	Performance Measure
	1.10 continued	<ul style="list-style-type: none"> Identify and aggressively pursue properties/parcels that are adjacent to major regional/community parks. 	Park and Recreation Director, Park Director, Recreation Director, and Foundation	January 2015	<ul style="list-style-type: none"> Evaluate properties next to existing parks for their value and cost and how it will add value to the park experience.

Community Vision for Facilities: “Our vision for recreation facilities is to provide indoor and outdoor spaces for people of all ages to enjoy directed and self-directed activities that can build social, fitness, aquatics and sports skills in a safe environment.”

Goal: Update existing indoor and outdoor recreation facilities and add new facilities in underserved areas of the county to provide a balance of recreation opportunities for all residents of the county.

	Strategy	Tactics	Group Responsible	Start Date	Performance Measure
2.1	Develop a facility update and improvement plan for the existing recreation centers based on specific themes to include health and wellness, active adults, youth services, arts, adaptive recreation, music, after school programs, and youth sports.	<ul style="list-style-type: none"> Updated design will include newly established design principles that allow for maximum flexibility of design and improved or maximized operational revenue. 	Park Director and Recreation Director	January 2015	<ul style="list-style-type: none"> Update one community center each year until all centers are updated.
<ul style="list-style-type: none"> Allow centers to grow in size if the area surrounding the centers will allow. Develop a multigeneration approach to each center if possible. 		Park Director and Recreation Director	January 2015	<ul style="list-style-type: none"> Establish a multigeneration approach and theme with each updated facility. 	
<ul style="list-style-type: none"> Lengthen the hours of operations once completed and develop mini-business plans for each recreation center to maximize the level of productivity and revenue capability. 		Recreation Director	January 2015	<ul style="list-style-type: none"> Create mini-business plans for each updated facility. 	

Strategy	Tactics	Group Responsible	Start Date	Performance Measure	
2.2	Develop a multigenerational center in Southwest area that will include the addition of an indoor or outdoor aquatic park to replace Crestview Pool.	<ul style="list-style-type: none"> Develop a multigenerational center in the southwest quadrant of the county to replace Crestview Pool to serve the unmet needs of the residents. Include an aquatic facility. 	Parks and Recreation Director and Recreation Director	January 2015	<ul style="list-style-type: none"> Complete a new multigeneration center by 2019.
		<ul style="list-style-type: none"> Develop a business and feasibility study to support the multigeneration center as part of the front end of the project. 	Recreation Director	January 2015	<ul style="list-style-type: none"> Complete business plan and feasibility study in 2015.
		<ul style="list-style-type: none"> Seek partnerships to help invest in the facility and to assist in the operational costs. 	Parks and Recreation Director and Recreation Director	January 2015	<ul style="list-style-type: none"> Make partnership commitments part of the feasibility study and business plan.

Strategy	Tactics	Group Responsible	Start Date	Performance Measure	
<p>2.3</p>	<p>Consider the development of an indoor field house located either near downtown or Wanamaker Corridor that can create economic tourism opportunities for the county. The facility will include sports courts that can be converted to soccer, lacrosse, and other indoor competitive sports activities.</p>	<ul style="list-style-type: none"> • Develop a feasibility study for the facility with a business plan to determine if such a facility is financially viable. 	<p>Parks and Recreation Director and Recreation Director</p>	<p>January 2015</p>	<ul style="list-style-type: none"> • Complete feasibility study and business plan for the field house in 2015.
		<ul style="list-style-type: none"> • Determine if the facility can cover full design, development, and operational costs. 	<p>Parks and Recreation Director and Recreation Director</p>	<p>January 2015</p>	<ul style="list-style-type: none"> • Complete feasibility study and business plan in 2015.
		<ul style="list-style-type: none"> • Market the facility on a regional and national level for sports tourism dollars. 	<p>Recreation Director and Tourism Agency in Topeka</p>	<p>July 2018</p>	<ul style="list-style-type: none"> • Complete the marketing plan for the facility, if built, one year in advance to market the site so it is productive and successful the day it opens.

Strategy	Tactics	Group Responsible	Start Date	Performance Measure	
2.4	Improve the Lake Shawnee golf course clubhouse and infrastructure to support larger outings. Design interactions with trail components and future road and street development.	<ul style="list-style-type: none"> Consider the development of a capital improvement surcharge for golf course improvements for the infrastructure and clubhouse improvements. 	Golf Director and Golf Pro	January 2015	<ul style="list-style-type: none"> Complete all capital improvements on the golf course by 2020
		<ul style="list-style-type: none"> Develop a stronger marketing plan for the golf course to improve the number of rounds played on the golf course to support the capital improvement fees. 	Golf Director and Golf Pro	January 2015	<ul style="list-style-type: none"> Complete the marketing plan and strategy in 2015 and fully implement in 2016
		<ul style="list-style-type: none"> Market the golf course on a regional basis as a signature golf course. 	Golf Director, Golf Pro and Marketing Staff	January 2015	<ul style="list-style-type: none"> Implement marketing plan strategies in 2016 resulting in a 15% increase in play and revenue.

Strategy	Tactics	Group Responsible	Start Date	Performance Measure	
2.5	Theme the Forbes Golf Course as a golf course for 50+ players, beginners, and families as the place to learn to play golf. Develop realistic financial expectations for the course.	<ul style="list-style-type: none"> Set the golf course up with forward tees to accommodate the type of player the golf course can attract. 	Golf Director and Golf Pro	January 2015	<ul style="list-style-type: none"> Increase play on golf course by 15% via newly targeted groups in 2015.
		<ul style="list-style-type: none"> Market and brand the course to the community and develop programs that support the type of play. 	Golf Pro and Marketing Staff	January 2015	<ul style="list-style-type: none"> Create strong brand for the targeted players with five new programs each year to increase women and beginner golf play.
		<ul style="list-style-type: none"> Seek sponsorships from private businesses, universities, and school districts to support the youth of tomorrow. 	Golf Director and Golf Pro	January 2015	<ul style="list-style-type: none"> Sponsorships will cover 10% of the operating costs of the golf course.

	Strategy	Tactics	Group Responsible	Start Date	Performance Measure
2.6	Update the Lake Shawnee Campground amenities as part of 1.8 to provide a higher quality experience as opposed to maximum quantity experience.	<ul style="list-style-type: none"> Update a mini-business plan to broaden camper's experiences, i.e., developing a Wi-Fi system for the campground with an improved reservation system for people to access. Consider entertainment areas and a camp store. 	Park Director	January 2015	<ul style="list-style-type: none"> Complete business plan in 2015 with improvements by the end of 2017.
		<ul style="list-style-type: none"> Update all of the RV sites set up for 50-amp service. Aggressively market those benefits. 	Park Director	January 2015	<ul style="list-style-type: none"> Complete 50-amp improvements by 2017.
		<ul style="list-style-type: none"> Develop a better way-finding and road improvement system through the campground. 	Park Director	January 2015	<ul style="list-style-type: none"> Complete way-finding system by 2017.
2.7	Add amenities that young professionals want in their community to include: dog parks, a downtown special event venue, an adventure sports facility, hockey/ice sports facility, sports field house, and a fresh food market.	<ul style="list-style-type: none"> Work with the city of Topeka on the development of a downtown special event venue and a farmer's market/fresh food venue. 	Parks and Recreation Director, Park Director and Recreation Director	January 2016	<ul style="list-style-type: none"> Create special event venue by 2017 and events started in 2018.
		<ul style="list-style-type: none"> Promote the development of an outdoor adventure aerial park in the county and sports field house. 	Park Director and Recreation Director	January 2015	<ul style="list-style-type: none"> Have Aerial Park in place by the end of 2016.
		<ul style="list-style-type: none"> Consider several dog parks in areas where young adults live in the county. 	Park Director, Park Planner and Park Supervisor	January 2016	<ul style="list-style-type: none"> Have dog park in place in 2016 with two others added in 2017 and 2018.

	Strategy	Tactics	Group Responsible	Start Date	Performance Measure
2.8	Consider adding amenities in parks to make them more inviting to residents. These amenities need not require a high level of staff costs to operate. Considerations include splash pads, regional playgrounds, disc golf, bag courts, mountain bike areas, and fishing ponds.	<ul style="list-style-type: none"> Develop at least five experiences for a neighborhood park, 10 experiences for a community park, and 15 experiences for a regional park that can make each park more inviting. 	Park Director	January 2015	<ul style="list-style-type: none"> Update between five to eight parks each year.
<ul style="list-style-type: none"> Develop design principles for each park that focuses on outcomes desired for the park visitor and the likely length of stay. 		Park Director	January 2015	<ul style="list-style-type: none"> Have design principles in place in 2015 and developed as part of the upgrades to each park. 	
<ul style="list-style-type: none"> Package amenities together to draw more people and energy to the park. 		Park Director and Recreation Director	January 2015	<ul style="list-style-type: none"> Conceptualize design based on neighborhood needs where the park is being refreshed. 	
2.9	Update all parks and recreation facilities to be ADA compliant to improve access opportunities for people of all ages.	<ul style="list-style-type: none"> Update all parks and facilities as they are redeveloped to be more accommodating to ADA requirements. 	Park Director	January 2015	<ul style="list-style-type: none"> Implement ADA plan in 2015 to 2020 as part of each park upgrade.
<ul style="list-style-type: none"> Promote parks and recreation facilities that are fully ADA accessible. 		Park Director and Marketing Staff	January 2015	<ul style="list-style-type: none"> ADA changes increase levels of use by special needs participants in parks and recreation facilities. 	
<ul style="list-style-type: none"> All ADA changes tested with wheel chair bound users for ease of access. 		Park Supervisor and Recreation Staff	January 2015	<ul style="list-style-type: none"> Complete compliance by 2020. 	

Strategy	Tactics	Group Responsible	Start Date	Performance Measure
<p>2.10 Consider improving Family Park to Regional Park Standards. Improve/re-brand existing golf course to drive additional business. Develop unimproved areas adjacent to the course.</p>	<ul style="list-style-type: none"> • Revise Master Plan for Family Park to produce additional experiences in addition to golf course. 	<p>Park Director, Park Planner and Park Superintendent</p>	<p>January 2016</p>	<ul style="list-style-type: none"> • Update Master Plan in 2016 with improvements made and completed by 2018.
	<ul style="list-style-type: none"> • Consider addition of a sports field house as a regional youth sports attraction. Consider the addition of an outdoor aquatic park to replace Crestview Pool. 	<p>Park Director and Recreation Director</p>	<p>January 2015</p>	<ul style="list-style-type: none"> • Complete sports field house by 2018.
	<ul style="list-style-type: none"> • Remodel golf course to current standards and market as a regional and/or signature golf course. Take advantage of the re-use of existing and available effluent, irrigate the course, and serve as visual water features for the entire park. 	<p>Parks and Recreation Director of Golf and Golf Pro</p>	<p>January 2016</p>	<ul style="list-style-type: none"> • Complete remodel of golf course by 2020.

Strategy		Tactics	Group Responsible	Start Date	Performance Measure
2.11	Develop and implement a preventative maintenance program with procedures to prolong the life of facilities, equipment, and other assets.	<ul style="list-style-type: none"> Asset management plan developed in 2015. 	Park Director and Park Supervisor	January 2015	<ul style="list-style-type: none"> Complete asset management Plan in 2015.
		<ul style="list-style-type: none"> Maintenance Management Plan and software put into place in 2016 to determine true cost of maintaining parks and amenities across the system. 	Park Director	January 2015	<ul style="list-style-type: none"> Complete maintenance management plan in 2015 and implement in 2016.
		<ul style="list-style-type: none"> Teach and train staff how to manage unit costs. 	Park Director	January 2015	<ul style="list-style-type: none"> Train all maintenance staff on the maintenance management plan and software in 2015.

Community Vision for Programming: “Our vision for programming is to reach out to people of all ages to encourage them to experience parks and recreation facilities through well designed programs that create a lifetime of memories.”

Goal: Continue to keep existing core activities such as pre-school age programs, athletics for youth and adults, youth and adult life skill programs, camps, wellness and fitness programs, senior programs, aquatic programs, and special events and include new core programs in outdoor adventure, adaptive recreation, senior services, and health and wellness.

Strategy	Tactics	Group Responsible	Start Date	Performance Measure	
3.1	Develop improved partnership agreements with City of Topeka, schools, libraries, and rural cities in the county. Supporting programs together using each other’s facilities. Focus on more education and life skill programs for youth and adults.	<ul style="list-style-type: none"> Develop working agreements with each agency where services could be made stronger, more inviting, or cost effective. 	Recreation Director	January 2015	<ul style="list-style-type: none"> Have new partnership agreements in place by the end of 2017.
		<ul style="list-style-type: none"> Update existing agreements if they are outdated and include a “cost of service” factor to measure the cost associated with each partnership and how to make partnerships as equitable as possible. 	Park Director and Recreation Director	January 2015	<ul style="list-style-type: none"> Have existing partnership agreements updated by the end of 2017.
		<ul style="list-style-type: none"> Terminate any partnership agreements that are no longer working. 	Management Team	January 2015	<ul style="list-style-type: none"> Terminate all partnership agreements that no longer exist or work in 2015.

Strategy	Tactics	Group Responsible	Start Date	Performance Measure	
3.2	Create a marketing strategy for program services to increase resident awareness and inspire them to use Shawnee County Parks as their “first choice” agency for programs for their family or themselves.	<ul style="list-style-type: none"> • Create a marketing plan for the department that identifies the existing users, who is being served and who is not, where they live, and how often they use the services provided by the county. 	Parks and Recreation Director and Marketing Supervisor	January 2015	<ul style="list-style-type: none"> • Develop marketing plan in 2015 and fully implement in 2016 with a 20% increase in program attendance by the end of 2017.
		<ul style="list-style-type: none"> • Develop a communications plan for the department that focuses on media opportunities and the ideal social media to draw people into the department and the services available. 	Marketing Supervisor and contractor	January 2015	<ul style="list-style-type: none"> • Fully develop communications plan in 2015.
		<ul style="list-style-type: none"> • Update the website and social media sites on teaching people how to access services. Create and install video boards at all recreation centers, pools, and golf courses communicating the services and programs available. 	Marketing Supervisor	January 2015	<ul style="list-style-type: none"> • Update website in 2015 with video boards at all recreation facilities and golf courses advertising what is available in the system and at that site.

Strategy	Tactics	Group Responsible	Start Date	Performance Measure
<p>3.3 Develop a youth sports association to help support greater equity in the use of sports facilities and coordination of how youth sports are managed in the county.</p>	<ul style="list-style-type: none"> Seek support from each youth sports agency who plays on Shawnee County sports facilities and invite them to a meeting to talk about the benefits of a youth sports association. 	<p>Recreation Director and Sports Director</p>	<p>January 2015</p>	<ul style="list-style-type: none"> Establish Youth Sports Association in 2015.
	<ul style="list-style-type: none"> Set up bylaws and an organizational structure. Focus on field and court scheduling, coordination of start and finish dates for leagues and tournaments, marketing and communication of each sport in the community, registration dates, coaching workshops, rules clinics, pricing of services, and how not to duplicate services and maximize productivity of sports spaces in the county. 	<p>Recreation Director and Sports Director</p>	<p>January 2015</p>	<ul style="list-style-type: none"> Have Youth Sports Association fully operating in 2016.
	<ul style="list-style-type: none"> Track the results of use with each sport. The goal is to grow more players to the game in all sports in the county. 	<p>Sports Director</p>	<p>January 2015</p>	<ul style="list-style-type: none"> Increase productivity of sports fields by 20% in 2016.

Strategy	Tactics	Group Responsible	Start Date	Performance Measure	
3.4	Grow more programs in golf, arts, adaptive programs, tennis, youth fitness, seniors, archery, outdoor adventure, aquatics, and sports that have reduced participation over the years.	<ul style="list-style-type: none"> Determine the size of the market for these programs and how much of the market is underserved. 	Recreation Director and staff	January 2015	<ul style="list-style-type: none"> Determine the established market and understand how much of the market is underserved for each core program area. Determine how to address these programs to improve participation.
		<ul style="list-style-type: none"> Determine which programs could be enhanced and develop a pricing strategy to support the enhancement of participation in these programs without duplicating efforts already occurring in the area unless needed. 	Recreation Director and staff	January 2015	<ul style="list-style-type: none"> Determine true direct and indirect cost of programs and then establish a cost recovery goal. Price programs strategically to support the cost recovery goals for each program developed.
		<ul style="list-style-type: none"> Develop fitness facilities in all recreation centers to support youth and adult fitness programs on a limited basis. Make health and fitness a signature end result for all elements of programs provided. 	Recreation Director	January 2015	<ul style="list-style-type: none"> Equip all recreation centers with cardio and free weight fitness equipment by 2018.

	Strategy	Tactics	Group Responsible	Start Date	Performance Measure
3.5	Develop a cost of service process to determine direct and indirect cost of providing services to the community. Establish a consistent format to determine existing cost recovery levels and new cost recovery targets for each core service.	<ul style="list-style-type: none"> Classify services as core essential, important, and value added. Determine the true cost of service for each program in the system. 	Recreation Director and staff	January 2015	<ul style="list-style-type: none"> Have all services classified and the true cost of service established by April 2015.
<ul style="list-style-type: none"> Develop a consistent cost of service tracking process and apply to all programs. Teach and train staff on how to input information into the system to ensure all costs are tracked for compliance to the goals desired. 		Recreation Director and Finance Director with Parks and Recreation Director support	January 2015	<ul style="list-style-type: none"> Set up cost tracking system beginning in May 2015, complete staff training as part of the process. 	
<ul style="list-style-type: none"> Price services based on cost recovery by program, facility, and area of the community. 		Recreation Director with Finance Director and Park Director Support	January 2015	<ul style="list-style-type: none"> Prices of services support the cost recovery goal and the goal is met at 95%. 	

	Strategy	Tactics	Group Responsible	Start Date	Performance Measure
3.6	<p>Develop performance measures for all programs to include program standards met, cost recovery goals met, percent of the market controlled, retention of users, customer satisfaction levels met, productivity of facilities, programs offered versus program held based on minimums made, partnership equity levels met, earned income dollars met, and volunteer hour goals met.</p>	<ul style="list-style-type: none"> Teach and train staff on how to capture performance measures and report them out on a quarterly basis. 	<p>Parks and Recreation Director and Management Team</p>	<p>January 2015</p>	<ul style="list-style-type: none"> Establish performance measures before the start of 2015 and training to occur the first month of 2015. Tracking to start in the first quarter of 2015.
<ul style="list-style-type: none"> Focus on outcomes and where improvements can be made to achieve those outcomes. 		<p>Parks and Recreation Director and Management Team</p>	<p>January 2015</p>	<ul style="list-style-type: none"> Demonstrate to the Park and Recreation Advisory Board and County Commission the performance measure results on a quarterly basis. 	
<ul style="list-style-type: none"> Recognize staff efforts to achieve those outcomes in a formalized manner. 		<p>Parks and Recreation Director and Management Team</p>	<p>January 2015</p>	<ul style="list-style-type: none"> On an annual basis, develop a recognition program for staff to demonstrate their results and the financial implications to the county. 	

	Strategy	Tactics	Group Responsible	Start Date	Performance Measure
3.7	Allow programs to drive the design of facilities, to energize them, and to generate income to off-set operational costs.	<ul style="list-style-type: none"> Develop design principles for all programs and recreation facilities so they work in tandem to support each other. The goal is to create the widest age segment appeal for all facilities driven by programs. 	Park Director and Park Planner	January 2015	<ul style="list-style-type: none"> Establish design principles for all projects. They will be updated to create a high level of efficiency and productivity.
<ul style="list-style-type: none"> Ensure programmers know how to manage an outcome through effective training. 		Management Team	January 2015	<ul style="list-style-type: none"> Train programmers on outcome management for the management of recreation facilities. 	
<ul style="list-style-type: none"> Track program and facility cost recovery goals to targeted areas. 		Management Team	January 2015	<ul style="list-style-type: none"> Track and report results on an annual basis. 	

Strategy	Tactics	Group Responsible	Start Date	Performance Measure	
3.8	Look for ways to operate in a more efficient manner when developing programs.	<ul style="list-style-type: none"> Consider contracting program services to other recreation providers. 	Recreation Director	January 2015	<ul style="list-style-type: none"> Explore contracting options in the fall of 2015 and determined in 2015.
		<ul style="list-style-type: none"> Ensure that contractors get 60% of gross revenue and the department 40% for providing the facility, registration, and marketing of the programs. 	Recreation Director	January 2015	<ul style="list-style-type: none"> Change contractor percentages to start in 2015.
		<ul style="list-style-type: none"> Partner with other social service providers to provide programs in department owned buildings at their expense. 	Recreation Director	January 2105	<ul style="list-style-type: none"> Begin social service provider work in 2016 to provide social programs in county owned facilities.

	Strategy	Tactics	Group Responsible	Start Date	Performance Measure
3.9	Establish security presence for all programs and facilities to better provide for the safety of all participants and visitors.	<ul style="list-style-type: none"> Develop a safety plan for recreation facilities and programs, and train staff and volunteers on how to use it when necessary. 	Park Police Chief and Recreation Director	August 2014	<ul style="list-style-type: none"> Develop safety plan for all recreation facilities by January 2015.
<ul style="list-style-type: none"> Seek the support of the Sheriff's Department on safety training and on setting CPTED standard in parks and around recreation facilities. 		Park Police Chief and Park Director	January 2015	<ul style="list-style-type: none"> Put CPTED Standards into practice with each park that is updated over the next five years. 	
<ul style="list-style-type: none"> Develop program tool boxes for staff to access as it applies to who, when, and how to call when there is emergency related issues associated with programs. 		Park Police Chief and Recreation Director	January 2015	<ul style="list-style-type: none"> Put program tool boxes into place in August 2014. 	

Community Vision for Operations and Staffing: “Our vision for operations and staffing is to ensure the proper level of care when managing the system is in place for the safety of the patrons and visitors to the parks and recreation facilities.”

Goal: Determine the right staffing levels based on the right person for the right job with the right skill set for the right pay to achieve the right outcome.

Strategy	Tactics	Group Responsible	Start Date	Performance Measure
4.1 Develop a staff to frequency level of maintenance care for park related maintenance.	<ul style="list-style-type: none"> Establish a task frequency rate using a goal tracking process. Determine how many person hours it takes to do the tasks required. Track the cost on a unit basis and determine if a certain task could be outsourced privately because the cost to provide that task in-house is not reasonable. Unit cost could be cost per acre, cost per square ft., cost per mile of trail, cost per field, cost per playground, cost per amenity to maintain. 	Park Director	January 2015	<ul style="list-style-type: none"> Establish task frequency system and implement with cost by March 2015.
	<ul style="list-style-type: none"> Determine if 15% of the work to be done could be done by volunteers. 	Park Director and Volunteer Coordinator	January 2015	<ul style="list-style-type: none"> By end of 2016, have 15% of park maintenance work or facility maintenance work completed by volunteers.
	<ul style="list-style-type: none"> Develop a volunteer training program and placement program in parks. 	Park Director and Volunteer Coordinator	January 2015	<ul style="list-style-type: none"> Have maintenance training work completed by volunteers by end of April 2015.

Strategy	Tactics	Group Responsible	Start Date	Performance Measure	
4.2	Develop a staffing plan for recreation services based on how much of the market the county controls for each core program and the cost recovery goal desired.	<ul style="list-style-type: none"> Determine the level of staff required by core program area and how much ability they have to impact the market against a cost recovery goal. 	Recreation Director	January 2015	<ul style="list-style-type: none"> Have staffing levels confirmed for core programs and cost recovery by August 2015.
		<ul style="list-style-type: none"> Determine the level of staffing required for each recreation center and aquatic complex based on operating hours, prime time, and non-prime times at the facilities. 	Recreation Director	January 2015	<ul style="list-style-type: none"> Re-establish staffing levels based on customer service standards and cost recovery goals.
		<ul style="list-style-type: none"> Determine where volunteer support can help staff to meet staffing standards in recreation facilities and golf courses. 	Recreation Director	January 2015	<ul style="list-style-type: none"> Train volunteers to help manage recreation facilities in 2015 with 5% of the work force hours supported by volunteers.

Strategy	Tactics	Group Responsible	Start Date	Performance Measure	
4.3	Develop a partnership plan for inviting partners to help manage facilities and programs where appropriate to keep costs down.	<ul style="list-style-type: none"> Determine where a partnership could fit in the delivery of programs and managing of parks and facilities. Evaluate existing partnerships to determine how effective they are and if they are meeting the desired outcomes. 	Parks and Recreation Director and Management Team	January 2015	<ul style="list-style-type: none"> Re-evaluate partnerships for cost of service, level of equity provided by them, and outcomes they provide on a yearly basis.
		<ul style="list-style-type: none"> Establish a working agreement for those program partners with measurable outcomes to be tracked on a quarterly basis. 	Parks and Recreation Director and Management Team	January 2015	<ul style="list-style-type: none"> Complete updated working agreements with each partnership agency every two years.
		<ul style="list-style-type: none"> Develop a partnership policy for public/public partnerships, public/not-for-profit partnerships, and public/ private partnerships. 	Parks and Recreation Director and Management Team	January 2015	<ul style="list-style-type: none"> Complete updated policies for partnerships in 2015.

Strategy	Tactics	Group Responsible	Start Date	Performance Measure	
4.4	Develop a new Business Development office for the department that can focus on business development, grants, working with the parks foundations, development of a conservancy for Gage Park and Lake Shawnee, sponsorships, business plans, and cost of service assessments.	<ul style="list-style-type: none"> Hire a business development person that has a background in developing earned income for public agencies and can develop new revenue sources for the department to help them with enhancing their operational budgets. 	Parks and Recreation Director	January 2015	<ul style="list-style-type: none"> Establish a Business Development office in 2015.
		<ul style="list-style-type: none"> Train staff on business development principles for parks and recreation services primarily targeting revenue producing facilities and programs. 	Park Director and Consulting Team	April 2015	<ul style="list-style-type: none"> Train staff in business principles by May 2015.
		<ul style="list-style-type: none"> Develop a strategy and new earned income policy to allow for greater flexibility in raising more earned income for the department. 	Parks and Recreation Director and Finance Director	March 2015	<ul style="list-style-type: none"> Have Earned Income Policy approved by the County Commission by end of 2015.

Strategy	Tactics	Group Responsible	Start Date	Performance Measure	
4.5	Update the department's organizational structure based on the loss of 20% of the work force over the last year, 37.5% over the past five years, and 10% reduction to support departments of the county.	<ul style="list-style-type: none"> Align the organization by function with lead and support groups and divisions to maximize efficiency of services and task provided. 	Parks and Recreation Director, Human Resources Director and Finance Director	January 2015	<ul style="list-style-type: none"> Have updated organizational structure in place by the end of 2015 with operational dollars in place.
		<ul style="list-style-type: none"> Determine the total hours needed to perform the work for each function within the department and if the function is lead or support. 	Parks and Recreation Director, Human Resources Director and Finance Director	January 2015	<ul style="list-style-type: none"> Prepare total hours needed by function within the department and supported by the Finance Department and County Commission.
		<ul style="list-style-type: none"> Implement the new organizational structure and train staff to work under the new organizational design. 	Parks and Recreation Director and Management Team	January 2015	<ul style="list-style-type: none"> Have new re-organizational structure put into place by the start of 2016 and have staff trained on key responsibility changes and performance outcomes required of their jobs.

	Strategy	Tactics	Group Responsible	Start Date	Performance Measure
4.6	Consider managed competition for services that are not as cost effective as desired.	<ul style="list-style-type: none"> Once cost of services is in place and elements of the system require higher levels of public monies than necessary, consider developing a managed competition process to see if there are outside service providers that can provide the service for less. 	Parks and Recreation Director and Management Team	January 2016	<ul style="list-style-type: none"> Establish cost of services in 2015. Manage competition to occur in 2016 on areas that are too costly based on the unit cost.
		<ul style="list-style-type: none"> Teach and train staff on how to compete for existing work. 	Contract with outside agency to train competing work force	January 2016	<ul style="list-style-type: none"> Have staff training available on how to compete for services in those areas where costs are too high and managed competition could occur.
		<ul style="list-style-type: none"> Test the system to determine if the department can move forward financially in this area. Consideration needs to be given to competing for landscape management, forestry, campground management, golf management, recreation center management, and aquatics. 	Parks and Recreation Director and Finance Director	January 2016	<ul style="list-style-type: none"> Place outsourced contracts on the street for work that could be outsourced in 2016 with staff putting in their bid for like services.

	Strategy	Tactics	Group Responsible	Start Date	Performance Measure
4.7	Develop updated performance measures to help the department move from an effort-based culture to an outcome-based culture.	<ul style="list-style-type: none"> • Train staff on how to develop and track performance measures. 	Parks and Recreation Director and Management Team	January 2015	<ul style="list-style-type: none"> • Have staffed trained on the select performance measures in early 2015.
<ul style="list-style-type: none"> • Determine which performance measures are most important to the County Commissioners and implement those measures first. 		Parks and Recreation Director and Management Team	January 2015	<ul style="list-style-type: none"> • Establish eight performance indicators in 2015. 	
<ul style="list-style-type: none"> • Add a couple of new measures each year to achieve up to 20 measurements for the department. 		Parks and Recreation Director and Management Team	January 2016	<ul style="list-style-type: none"> • Establish two new performance indicators each year for six years. 	

Strategy		Tactics	Group Responsible	Start Date	Performance Measure
4.8	Determine the role parks and recreation plays in transportation control functions within the city and county as it applies to on-street trails, complete streets, and off road trails in how these amenities get developed and maintained.	<ul style="list-style-type: none"> Consider the development of an on-road and off-road bike and trails committee to work with various departments of the city and county to provide safe, accessible bike lanes, off-street trails, and connections. 	Park Director and Public Works Directors of City and County	January 2015	<ul style="list-style-type: none"> Develop on-road and off-road bike plan for parks within the overall bike plan of the city and county.
		<ul style="list-style-type: none"> Provide adequate signage and way-finding to access trails and on-street trails for the community to access. 	Park Director and Park Police Chief	January 2015	<ul style="list-style-type: none"> Update signage program on trails by 10% each year until completed.
4.9	Support other planning projects being developed by the City of Topeka for the development of the river, downtown development, neighborhood improvement plans, complete streets, and bike systems.	<ul style="list-style-type: none"> Work closely with other planning projects that have strong implementation to the downtown development that can serve a park's need as well. 	Parks and Recreation Director and Management Team	January 2015	<ul style="list-style-type: none"> Define park roles in the bike and complete streets plans and supported by the County Commissioners.
		<ul style="list-style-type: none"> Invest time in the planning process as these planning processes move through the system. 	Parks and Recreation Director and Management Team	January 2015	<ul style="list-style-type: none"> Continue to have a seat at the planning table with other service providers to connect parks to downtown development, complete streets, and on-road bike systems.

Strategy	Tactics	Group Responsible	Start Date	Performance Measure
<p>4.10 Consider the development of a “Citizen” Advisory/Advocate Board to replace the existing Advisory Board, which was designed for protection of former city assets and programs.</p>	<ul style="list-style-type: none"> Consider a board that is focused on specific tasks such as implementation of the Master Plan, accreditation for the department, inter-governmental relations, and major capital improvement projects. 	<p>Parks and Recreation Director and County Commission</p>	<p>January 2015</p>	<ul style="list-style-type: none"> Detail key board functions and have accepted by the new board as part of their responsibilities.
	<ul style="list-style-type: none"> Appointed by Commission, this board would include provisions of advice to both the Commission as well as the director of the department. 	<p>Parks and Recreation Director and County Commission</p>	<p>January 2015</p>	<ul style="list-style-type: none"> County Commission appoints the new board and board training will be provided by the park director and an outside facilitator.
	<ul style="list-style-type: none"> This board needs to include appointments that serve terms that expire over an extended period of time to lessen political pressure on Commission. 	<p>Parks and Recreation Director and County Commission</p>	<p>January 2015</p>	<ul style="list-style-type: none"> Staggered appointments will be part of the policy in development of the board.

	Strategy	Tactics	Group Responsible	Start Date	Performance Measure
4.11	Develop a Volunteer Coordinator services position to assist in multiple department functions.	<ul style="list-style-type: none"> Develop volunteer opportunities in the system including parks for parks maintenance. 	Park Director and Volunteer Coordinator	January 2015	<ul style="list-style-type: none"> Establish volunteer opportunities in the first quarter of 2015.
<ul style="list-style-type: none"> Train volunteers on park maintenance types of work and the standards desired. 		Park Director and Staff as well as the Volunteer Coordinator	January 2015	<ul style="list-style-type: none"> Have park maintenance volunteer staff in March and April each year. 	
<ul style="list-style-type: none"> Develop and implement volunteer recognition program(s). 		Park Director, Volunteer Coordinator, and Staff	January 2015	<ul style="list-style-type: none"> Have volunteer recognition program approved by County Commissioners in 2015. 	
<ul style="list-style-type: none"> Enhance volunteer efforts within the system to build advocacy and help support operational costs. 		Park Director, Staff, and Volunteer Coordinator	January 2015	<ul style="list-style-type: none"> By the end of 2017, 15% of the total work hours need to deliver park services and maintenance by volunteers. 	
<ul style="list-style-type: none"> Develop recruitment tool to attract and manage the volunteer program. 		Park Director and Volunteer Coordinator	January 2015	<ul style="list-style-type: none"> Train volunteers to be recruiters for jobs in the park and recreation system. 	

	4.11 Continued	<ul style="list-style-type: none"> Develop position descriptions for the various volunteer opportunities to provide greater communication and understanding of the role to be played by the volunteer. 	Park Director, Staff, and Volunteer Coordinator	January 2015	<ul style="list-style-type: none"> Approve all job descriptions performed by volunteers with training for both staff and volunteers.
4.12	Monitor and ensure customer satisfaction on the quality of services provided in programs, facilities, and shelters.	<ul style="list-style-type: none"> Develop a customer satisfaction assessment tool to provide feedback to the divisions on how satisfied people are with the quality of service provided. 	Recreation Director	January 2015	<ul style="list-style-type: none"> Develop customer service tool and put into place with volunteers doing exit surveys in each park during the spring, summer, and fall.
		<ul style="list-style-type: none"> Establish standards for level of desired care and budget sufficient funding to meet that standard. 	Recreation Director	January 2015	<ul style="list-style-type: none"> Have standards agreed to by staff and supported by the County Commissioners through the budget process.

Strategy		Tactics	Group Responsible	Start Date	Performance Measure
4.13	Develop equipment replacement schedule.	<ul style="list-style-type: none"> Establish the minimum level of equipment required to perform the maintenance functions. Establish an equipment management plan to extend the useful life of capital equipment. 	Park Director, Director of Golf and Fleet Services Supervisor	January 2015	<ul style="list-style-type: none"> Have equipment standards be part of the maintenance standards to keep costs down through efficient acquisition of equipment.
		<ul style="list-style-type: none"> Establish a fleet equipment replacement schedule and budget sufficient funds annually. 	Park Director, Director of Golf and Fleet Services Supervisor	January 2015	<ul style="list-style-type: none"> Establish replacement schedule and have approved by County Commission.
		<ul style="list-style-type: none"> Establish a furniture replacement schedule and budget sufficient funds annually. 	Park Director and Park Supervisors	January 2015	<ul style="list-style-type: none"> Have future replacement program in place in 2015.

	Strategy	Tactics	Group Responsible	Start Date	Performance Measure
4.14	Develop a marketing plan to create community awareness and appreciation for the value of parks and recreations services.	<ul style="list-style-type: none"> Contract to develop a marketing plan for the system to include image and branding plan as well as communication strategy for the services provided. 	Parks and Recreation Director and Marketing Supervisor	January 2015	<ul style="list-style-type: none"> Complete marketing plan in 2015.
		<ul style="list-style-type: none"> Train staff to utilize the plan to provide a consistent message and reduce individual messages or “silos.” 	Parks and Recreation Director and Marketing Supervisor	January 2015	<ul style="list-style-type: none"> Have staff trained on marketing principles and messaging as part of the marketing planning process in 2015.
		<ul style="list-style-type: none"> Develop a database of customer information for staff to learn how to help make better decisions in meeting community needs. 	Marketing Supervisor	January 2015	<ul style="list-style-type: none"> Establish database in 2015 and train staff on how to access and use the information.
		<ul style="list-style-type: none"> Track participation results for services provided, ages served, location of service, and type of service provided. 	Marketing Supervisor and Recreation Director	January 2015	<ul style="list-style-type: none"> Collect marketing data and share results with program staff.
		<ul style="list-style-type: none"> Create survey tool and implement to increase awareness of programs, services, and facilities provided. 	Marketing Supervisor	January 2015	<ul style="list-style-type: none"> Establish survey tools for intercept surveys, pre and post evaluations, web surveys, and trailer calls.

Strategy	Tactics	Group Responsible	Start Date	Performance Measure	
	4.14 Continued	<ul style="list-style-type: none"> Develop plan to extensively promote the services provided by the department through various media means. 	Marketing Supervisor	January 2015	<ul style="list-style-type: none"> Develop an updated brand and message as part of the roll out of the Master Plan. Develop 12 different reasons to have a press conference in the first year to promote the changes in the department that will and are occurring that benefit the community.
		<ul style="list-style-type: none"> Track all participation trends and create tool to assist recreation staff in program development. 	Marketing Supervisor	January 2015	<ul style="list-style-type: none"> Track local participation trends against national trends and compare them on a yearly basis.

Strategy		Tactics	Group Responsible	Start Date	Performance Measure
4.15	Create unique brand identity for recreation centers based on core programs.	<ul style="list-style-type: none"> Re-brand existing community centers to broaden appeal across the county to emphasize specialty areas rather than neighborhoods 	Parks and Recreation Director, Recreation Director	January 2015	<ul style="list-style-type: none"> Determine themes for each center and re-brand them as they are updated.
		<ul style="list-style-type: none"> Create distinct facility names, logos, and catch lines to support the re-branding effort. 	Marketing Supervisor and independent contractor	January 2015	<ul style="list-style-type: none"> Develop and implement the brand in 2015.

Strategy	Tactics	Group Responsible	Start Date	Performance Measure	
4.16	Reinforce the department's commitment to public safety at parks and facilities through Park Police visibility and public interaction.	<ul style="list-style-type: none"> Develop and implement law enforcement goals of parks and recreation to meet the needs of the public. 	Park Police Chief and Officers	January 2015	<ul style="list-style-type: none"> Park law enforcement management follows the vision and mission of the department at 90% customer satisfaction.
	<ul style="list-style-type: none"> Forward safety reports of all park properties to identify and repair hazards to employees and the public. 	Park Police Officers	January 2015	<ul style="list-style-type: none"> Send safety reports to park maintenance daily. 	
	<ul style="list-style-type: none"> Educate citizens and visiting patrons of regulations violations that affect public safety. 	Park Police Officers	January 2015	<ul style="list-style-type: none"> Park Police Officers receive 90% customer satisfaction for communication with the public. 	
	<ul style="list-style-type: none"> Develop and maintain emergency operation plans, such as the parks and recreation portion of the County Coop Plan. 	Park Police Officers	January 2015	<ul style="list-style-type: none"> Officers complete their obligations on emergency plans when directed. 	
	<ul style="list-style-type: none"> Conduct site-specific crime prevention programs for visitors and employees. 	Park Police Officers	January 2015	<ul style="list-style-type: none"> Put crime prevention programs into place with park maintenance staff on a yearly basis. 	

Strategy	Tactics	Group Responsible	Start Date	Performance Measure
4.16 continued	<ul style="list-style-type: none"> • Provide emergency medical assistance based on the training of individual staff. 	Park Police Officers	January 2015	<ul style="list-style-type: none"> • Park Police Officers meet expectations of EMT teams at 95% satisfaction.
	<ul style="list-style-type: none"> • Address citizens' concerns on public safety issues. 	Park Police Officers	January 2015	<ul style="list-style-type: none"> • Customer satisfaction with rangers are 90% or greater.
	<ul style="list-style-type: none"> • Provide the point of contact for department radio communications. 	Park Police Officers	January 2015	<ul style="list-style-type: none"> • Radio communications satisfaction with rangers is 90% or greater.

	Strategy	Tactics	Group Responsible	Start Date	Performance Measure
4.17	Maintain natural resources and native areas through enforcement of park codes, state fish, hunting and wildlife laws.	<ul style="list-style-type: none"> • Provide for access control to all park facilities by means of key control and maintenance of alarm systems. 	Park Police Officers	January 2015	<ul style="list-style-type: none"> • Key control works at 95% accuracy at all times.
<ul style="list-style-type: none"> • Understanding threats to natural resources and reporting resource damage that indicates an underlying or emerging problem(s). 		Park Police Officers	January 2015	<ul style="list-style-type: none"> • Resource protection is made a priority through education of visitors in parks at 90% customer satisfaction levels. 	
<ul style="list-style-type: none"> • Work closely with other park and recreations divisions, state and local organizations in planning development of park lands and facilities to help assure an appropriate balance between usage and resource conservation. 		Park Police Chief and Police Officers	January 2015	<ul style="list-style-type: none"> • Instill park safety standards into park site plans through CPTED standards for all parks. 	
<ul style="list-style-type: none"> • Monitor and report conditions that affect park resources or public use, such as lake and creek levels that may result in changes to fishing regulations or stockings of species. 		Park Police Officers	January 2015	<ul style="list-style-type: none"> • Rangers report a problem immediately when it occurs. 	
<ul style="list-style-type: none"> • Work closely with the Department of Wildlife as well as Parks and Tourism to ensure the Community Fisheries Assistance Program works effectively for the county, state, and most importantly the patrons that utilize the parks. 		Park Police Officers	January 2015	<ul style="list-style-type: none"> • Community Fisheries program meets a 95% satisfaction level with the Department of Wildlife, Parks and Tourism. 	

Strategy		Tactics	Group Responsible	Start Date	Performance Measure
4.18	Provide Park Police officers with knowledge of facilities, parks, park codes, and scheduled activities and events to better provide satisfaction to visitors and patrons.	<ul style="list-style-type: none"> Respond with specific information to visitor inquiries about park facilities, events, recreation, programs, and class offerings, and whom to contact to participate. 	Park Police Officers	January 2015	<ul style="list-style-type: none"> Customer satisfaction of ranger responses is 90% or greater.
		<ul style="list-style-type: none"> Resolve issues with park visitors, which may mean resolving a shelter reservation conflict, or using knowledge of the area and past experience to reunite lost children with parents. 	Park Police Officers	January 2015	<ul style="list-style-type: none"> Conflicts resolved the day it occurs 95% of the time.
		<ul style="list-style-type: none"> Provide check-in and closing of many of the park facilities for groups and individuals by rearrangement or on call. 	Park Police Officers	January 2015	<ul style="list-style-type: none"> Close park facilities as part of standard operating procedures at 95% accuracy.

Strategy		Tactics	Group Responsible	Start Date	Performance Measure
4.19	Market the available facilities and provide a first-rate experience for campground patrons and visitors.	<ul style="list-style-type: none"> • Provide for campground reservations all season long. 	Park Police Officers	January 2015	<ul style="list-style-type: none"> • Campground reservations achieve a 90% level of customer satisfaction from campers.
		<ul style="list-style-type: none"> • Inspect campsites and facilities to insure that they meet the quality and expectations of the campers. 	Park Police Officers	January 2015	<ul style="list-style-type: none"> • Inspect campsites daily.
		<ul style="list-style-type: none"> • Resolve campground issues, from disturbance calls to minor electrical issues. 	Park Police Officers	January 2015	<ul style="list-style-type: none"> • Resolve 100% of campground issues the day it occurs.

Community Vision for Financing: “Our vision for financing the Department is to seek adequate funding to meet the community’s expectations for providing adequate parks, recreation facilities and program services that makes the county a desirable place to live, work and visit.”

Goal: Seek a balance between tax dollar support and earned income support that meets the expectations of the community in the delivery of parks, recreation facilities, and programs and keeps the department financially sustainable and protects the assets of the department for years to come.

Strategy		Tactics	Group Responsible	Start Date	Performance Measure
5.1	Determine with the County Commissioners an acceptable amount of tax dollar support needed to maintain a city/county system of parks, recreation facilities, and some program services.	<ul style="list-style-type: none"> Determine the value of the existing assets and where those assets are in their lifecycle. Understand what it will take to maintain those assets on an annual basis. 	Parks and Recreation Director and Park Director	January 2015	<ul style="list-style-type: none"> Develop asset management plan and put into place in 2015.
		<ul style="list-style-type: none"> Agree to a cost recovery goal for the department and allow the department to keep in their operational budget the revenue they earn to go back into the programs and facilities where these dollars are generated. 	Parks and Recreation Director, County Commission, and Finance Director	January 2015	<ul style="list-style-type: none"> Establish revolving fund in 2015 by the Finance Director and Approved by the County Commissioners.
		<ul style="list-style-type: none"> Set up two budgets: one that strictly uses tax dollars for specific purposes, and one for revenue development, and allow those dollars to support those facilities and programs where they are generated. 	Parks and Recreation Director, Management Team and Finance Director	January 2015	<ul style="list-style-type: none"> Establish two budgets for revenue development and tax support in 2015 budget year.

Strategy	Tactics	Group Responsible	Start Date	Performance Measure	
5.2	Seek support every 10 years for Quality of Life bond program to take care of what the department is required to manage and to meet the desires of the community to keep Shawnee County a desirable place to live, work, and visit.	<ul style="list-style-type: none"> Determine areas of the community that are underserved by the department and seek voter approval to have a balanced system of parks and recreation facilities across the county. 	Parks and Recreation Director, County Commission, and Parks Foundation	January 2015	<ul style="list-style-type: none"> Present bond issue every 10 years to support quality of life elements of the park system to keep Shawnee County a great place to live, work, and visit.
		<ul style="list-style-type: none"> Demonstrate to citizens the economic value of a well-managed system for the future of Topeka and Shawnee County. 	Parks and Recreation Director	January 2015	<ul style="list-style-type: none"> Do an economic impact assessment every three years by the department.
		<ul style="list-style-type: none"> Seek all available funding sources outside of tax dollars to help support the system for the future. 	Parks and Recreation Director	January 2015	<ul style="list-style-type: none"> Start with 10 new funding sources and add two new sources each year to help offset operational budgets.

	Strategy	Tactics	Group Responsible	Start Date	Performance Measure
5.3	Determine the role of the Parks Foundation and a Conservancy in the development of parks.	<ul style="list-style-type: none"> Determine what the Parks Foundation is capable of when helping to move the department forward economically. The support will help fund capital improvements and some operational costs where appropriate. 	Parks and Recreation Director and Parks Foundation	January 2015	<ul style="list-style-type: none"> Develop a mini-business plan for the foundation to focus their energies on each year and report their results annually to the community.
		<ul style="list-style-type: none"> Determine what role a Conservancy can provide when helping to finance and maintain Lake Shawnee and Gage Park. 	Parks and Recreation Director	January 2015	<ul style="list-style-type: none"> Seek County Commissioners' support to develop a conservancy in 2016 and fully operational by 2017.
		<ul style="list-style-type: none"> Train all Foundation and Conservancy Members on how the department works and functions before they begin their work and when helping the department to meet its financial goals. 	Parks and Recreation Director and Management Team	January 2016	<ul style="list-style-type: none"> By end of 2016, train all conservancy members on the park system, their role and the implementation of the business plan for Lake Shawnee and Gage Park.

Strategy	Tactics	Group Responsible	Start Date	Performance Measure	
5.4	Consider the development of a Special District to support county park and recreation services. The funds generated from the special district would reduce the losses that are projected (five million dollars over the next four years) and encourage the county park and recreation department to exist without the need for the City of Topeka tax funds.	<ul style="list-style-type: none"> Seek elected official support for development of a Special District for parks and recreation that would lessen the department's need to compete with Public Safety services, but be a standalone agency that would seek voter support for its existence. 	Parks and Recreation Director, Park Foundation, and County Commission	January 2015	<ul style="list-style-type: none"> Establish Special District by 2018.
		<ul style="list-style-type: none"> Develop the Special District Board with elected officials versus appointed officials. 	Parks and Recreation Director and County Commission	January 2015	<ul style="list-style-type: none"> Have Special District Board approved by the voters and County Commissioners in 2017.

	Strategy	Tactics	Group Responsible	Start Date	Performance Measure
5.5	Develop a dedicated capital improvement program for the department and seek several funding sources to help support it.	<ul style="list-style-type: none"> Allow the capital improvement fund to grow and not be used for other purposes. 	Parks and Recreation Director and County Commission	January 2015	<ul style="list-style-type: none"> Put dedicated capital improvement plan into place for the 2016 budget year.
<ul style="list-style-type: none"> Demonstrate the value to users and taxpayers the importance of a dedicated capital funding sources. 		Parks and Recreation Director and Finance Director	January 2015	<ul style="list-style-type: none"> Create taxpayer information and update yearly. Demonstrate to the community the values they receive. 	
<ul style="list-style-type: none"> Consistently feed the capital improvement fund via dedicated funding sources. 		Parks and Recreation Director and Management Team	January 2015	<ul style="list-style-type: none"> Develop two new funding sources each year dedicated to capital improvements. 	

	Strategy	Tactics	Group Responsible	Start Date	Performance Measure
5.6	Develop business plans for each revenue producing facility in the system to include recreation and aquatic centers, sports complexes, golf courses, Gage and Lake Shawnee Regional Parks and campgrounds.	<ul style="list-style-type: none"> Develop with staff business plans for each attraction and how to manage in a business context. 	Parks and Recreation Director and Recreation Director	January 2015	<ul style="list-style-type: none"> Develop business plans for all revenue producing facilities by the end of 2017 .
<ul style="list-style-type: none"> Seek a cost recovery goal that supports an efficient operation. 		Parks and Recreation Director with County Commission support	January 2015	<ul style="list-style-type: none"> Establish cost recovery goals in the 2015 budget and beyond. 	
<ul style="list-style-type: none"> Classify services as core essential, important, and value added. Determine the cost recovery goal for each service based on its public good and private good. 		Parks and Recreation Director	January 2015	<ul style="list-style-type: none"> Establish cost recovery goals for the 2015 budget year. 	

	Strategy	Tactics	Group Responsible	Start Date	Performance Measure
5.7	Implement three new funding sources a year to help offset operational costs.	<ul style="list-style-type: none"> From the list of funding options, work with the Business Development office to implement three new funding sources each year. 	Parks and Recreation Director and Management Team	January 2015	<ul style="list-style-type: none"> Business planning office implements three new funding sources each year for five years.
		<ul style="list-style-type: none"> Allow for all new funding sources to stay in the fund where the funds were generated. 	Parks and Recreation Director and Finance Director	January 2015	<ul style="list-style-type: none"> Approve policy that allows funds to stay in dedicated funding areas in 2015.
		<ul style="list-style-type: none"> Increase total cost recovery goals for the department by 3% a year. 	Parks and Recreation Director and Finance Director	January 2015	<ul style="list-style-type: none"> Cost recovery goals met or exceed 3% each year.

Strategy	Tactics	Group Responsible	Start Date	Performance Measure	
5.8	Develop a pricing plan and policy as well as an earned income policy designed to help offset operational costs and capital costs.	<ul style="list-style-type: none"> • Develop pricing plan and policy. 	Parks and Recreation Director	January 2015	<ul style="list-style-type: none"> • Approve pricing plan and policy in 2015.
		<ul style="list-style-type: none"> • Determine cost of service for each core program, each recreation facility, and maintenance task. 	Parks and Recreation Director and Management Team	January 2015	<ul style="list-style-type: none"> • Put cost of service into place over two years and complete by the end of 2016.
		<ul style="list-style-type: none"> • Develop cost recovery goals and establish during the budget process. 	Parks and Recreation Director and Management Team	January 2015	<ul style="list-style-type: none"> • Have cost recovery goals approved by the County Commission in 2015.
5.9	Develop Earned Income Policy.	<ul style="list-style-type: none"> • Implement Earned Income Policy with experimentation in 2014, selective sampling in 2015 with the intention to be fully implemented in 2016. 	Parks and Recreation Director and Finance Director	January 2015	<ul style="list-style-type: none"> • Put Earned Income Policy into place in 2015.
		<ul style="list-style-type: none"> • Create five new Earned Income opportunities per year. 	Parks and Recreation Director and Management Team	January 2015	<ul style="list-style-type: none"> • Put five new funding sources into place in 2015.



FACILITY INVENTORY

Name of Site: Aaron Douglas Art Park

Date Completed: June 20, 2013

Completed By: Hank Moyers



CONFLUENCE



1. SITE LOCATION:

Aaron Douglas Art Park is located in central Topeka at the intersection of SW 12th St and SW Lane St.

SW 12 ST AND SW LANE ST



2. GENERAL SITE DESCRIPTION:

Age:

Size: .4 Acres

Classification: Neighborhood Park

Aaron Douglas Art Park is a neighborhood park. It includes a freestanding mural wall constructed in 2005. It is accented by a wedge of planting and a small central pad which can hold informational placards. This park hosts the annual Aaron Douglas Art Fair each September. Concrete pathways provide access to the artwork and around the perimeter of the site. Planting on the site consists of turf, a few trees, and a landscape bed.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Mural: +

Sidewalks: 0

Turf/Landscape: 0

RATING KEY

+ Excellent Condition

0 Good Condition

- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths:

Mural and signage provide opportunities for street interest and draw in pedestrians.

Opportunities:

Site lacks amenities for visitor comfort and facilities for extended activity. Provision for human comfort through water fountains, benches, and shade elements would enable a wider range of activities to occur on the site. Plantings could create greater seasonal interest. Introduction of strategic lighting elements would extend the park's period of use.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 3

No ADA issues, however, there are no parking areas dedicated to the park to provide access for festivals. Parking currently occurs in the loading areas along the back of adjacent retail.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **Passive**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Signage documents history of famous African-Americans in Topeka



Image 2: Curvilinear sidewalk connects across the site

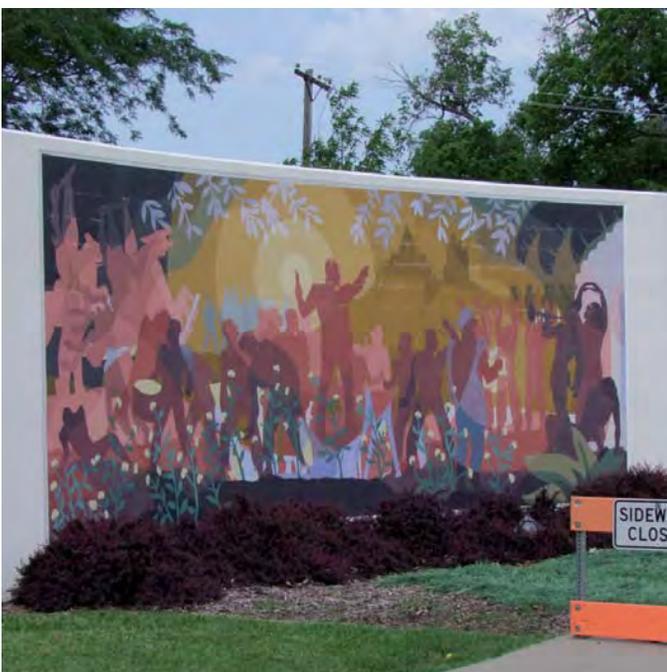


Image 3: Mural celebrates the richness of African-American contributions to community in Topeka



Image 4: Junipers and Spirea provide year-round interest, but lack seasonal change



FACILITY INVENTORY

Name of Site: Austin Park
Date Completed: June 20, 2013
Completed By: Hank Moyers



CONFLUENCE



1. SITE LOCATION:

Austin Park is located in central Topeka, south of SE 23rd St, between SE Madison St and SE Adams.

2300 SE JEFFERSON ST



2. GENERAL SITE DESCRIPTION:

Age:
Size: 4 Acres
Classification: Neighborhood Park

The site is a neighborhood park, mostly open green area with recreational facilities and a few large trees. Recreational facilities include a baseball field, basketball court, tennis courts, and play equipment. Human comfort amenities include restrooms and a shelter with six picnic tables. The front door to the park is a cul-de-sac. Surrounding houses do not front the park.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Baseball Field (Practice): -	Playground: 0
Basketball: -	Restrooms: -
Grill (large): +	Shelter: 0
Grill (small): -	Tennis Courts: -
Parking: -	Water Fountains: -

RATING KEY:

+	Excellent Condition
0	Good Condition
-	Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths:

Austin Park has amenities that many other neighborhood parks lack, such as sidewalk connections to the community and parking. In addition, it provides amenities such as restrooms and water fountains promoting extended usage by visitors. The larger grill is in good condition.

Opportunities:

Austin Park's strange location limits access. A clear "front door" is needed as parking is accessed from an alleyway. Drive and signage are located within an interior neighborhood cul-de-sac. The sidewalks and trails are decayed and require new surfacing for safe access. The baseball field has no clay, only backstops, fences, and turf. The tennis courts lack nets and need resurfacing. The roof and siding of the shelter is in poor condition. The playground's older pieces of equipment are deteriorating and need to be replaced. Replacing the older play equipment would be an opportunity to

combine the playground elements and make the site more cohesive and accessible. Water fountains are corroded and hazardous to drink from. Like other parks with grills, there is no designated place to dispose of ashes, resulting in ashes being piled around the base of the grill and scattered throughout the surrounding area. Overall, the current site offers the opportunity to create an accessible, cohesive experience if pathways are provided to benches, grills, and recreational amenities.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **2**

Lack of parking and sidewalk connections makes access difficult, but not impossible.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **General**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Sidewalks provide access throughout the site and connections to the surrounding community



Image 2: The tennis court is unusable due to the decayed net, uneven surface, and weed growth



Image 3: Water fountains on the site are corroded and hazardous to human health



Image 4: Access is provided to the restrooms on paved pathways. Shelter building needs to be re-sided.



FACILITY INVENTORY

Name of Site: Bentley Park
Date Completed: June 20, 2013
Completed By: Hank Moyers



CONFLUENCE



1. SITE LOCATION:

Bentley Park is located in southeast Topeka, south of SE 23rd St, north of SE 26th St, between SE Madison St and SE Jefferson St.

2620 SE JEFFERSON ST



2. GENERAL SITE DESCRIPTION:

Age:
Size: 1.6 Acres
Classification: Neighborhood Park

The site is a neighborhood park, consisting mostly of open green area with a few large trees providing excellent shade and several pieces of play equipment. Play equipment includes a spiral slide, swings, seesaw, and a climbing piece. In addition, there is one bench and one picnic table.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Bench: **0** Trees: **+**
Slide: - Turf: **0**
Swings: -

RATING KEY:
+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths:

The site is well maintained and clean. The turf is well mowed and trees are in good condition. Equipment is, overall, dated and needs replacement.

Opportunities:

Bentley Park lacks human comfort amenities such as water fountains and trash cans, which limits the potential use of the space. There are no pathways within the park or sidewalk connections to surrounding neighborhoods. Most of the trees on the site are mature and provide shade. Rejuvenating the tree plantings will be important to maintain good shade. Playground elements are spaced widely apart with small mulch bases and could be grouped with pathways to be more useable.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **2**

There is no parking around the perimeter and no interior walkways to access park elements. Elements are widely spaced across the site and are only accessible by walking through turf areas.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **General**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Bentley Park's signage is consistent with Shawnee County standards



Image 2: Bentley Park is mostly well-mowed turf surrounded by a few trees. Opportunities exist to tie the elements to surrounding walkways



Image 3: Bentley Park's play equipment is in poor condition and widely spaced



Image 4: The mature trees on the site provide filtered shade for dated play elements



FACILITY INVENTORY

Name of Site: Betty Phillips Park

Date Completed: June 6, 2013

Completed By: Hank Moyers



CONFLUENCE



1. SITE LOCATION:

Betty Phillips Park is located south of central Topeka, west of SE Irvingham St and SE Girard St.

3300 SE IRVINGHAM ST



2. GENERAL SITE DESCRIPTION:

Age:

Size: 15.6 Acres

Classification: Neighborhood Park

Betty Phillips Park, formerly known as High Crest Park, is considered a neighborhood park. The site was formerly a military housing area for Forbes Field. The site is mostly open green, along a heavily treed creekway, with a newer playground, shelter, basketball courts, and parking. This site is also a linear park with connections to the Landon Trail.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Basketball: 0

Playground: +/-

Parking: +

Shelter: +

Trash Cans: -

Trail Loop: +

RATING KEY:

+ Excellent Condition

0 Good Condition

- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths:

There are plenty of open space and recreational opportunities within Betty Phillips Park. The site received grant funding due to its location in a low income area providing the county opportunities for upgrades and expansions. The surrounding residential lots front to the park, providing eyes on the site for safety. Connections between elements provide better access than many Shawnee County parks.

Opportunities:

Additions of trail markers to indicate distance for joggers and walkers would support more activity. Trash cans have repeatedly been stolen in the past and should be replaced with tamper resistant screws or bolts to deter future theft. Because there are no restrooms, this park becomes a short-term experience. Adding restrooms and water fountains would provide elements to support longer experiences on the site.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **4**

The site provides parking on site and good pedestrian connectivity to the surrounding community through trails and walkway connections on the site between program elements.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **General**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: The shelter is new and in good condition



Image 2: This playground is new, with good quality surfacing and a variety of activities for children. Older and unused playground elements should be removed



Image 3: Sidewalks connect site elements while open green space provides for free use of activity



Image 4: Basketball courts are in good condition.



FACILITY INVENTORY

Name of Site: Brookfield Park

Date Completed: June 6, 2013

Completed By: Hank Moyers



CONFLUENCE



1. SITE LOCATION:

Brookfield Park is located six miles west of central Topeka, in the center of the Brookfield subdivision, to the east of SW Kingsrow Rd, between SW Golf View Dr and SW 25th St.

2430 SW KINGSROW RD



2. GENERAL SITE DESCRIPTION:

Age:

Size: 5.1 Acres

Classification: Neighborhood Park

The site is a neighborhood park with play equipment, a shelter, and recreational facilities and serves as a standard for future park development. Additional amenities include water fountains, tennis/basketball courts and paved walkways connecting elements.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Playground: +

Shelter: 0

Tennis/Basketball: 0

Water Fountain: 0

RATING KEY:

+ Excellent Condition

0 Good Condition

- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths:

This park contains newer play equipment which is ADA accessible and in good condition. The shelter, athletic courts and pavement are new and provide plenty of amenities to the surrounding community.

Opportunities:

There is no formal parking attached to the park, making it primarily used by those in walking or biking distance. There is some on-street parking; however head in parking off the surrounding street would promote more traffic on site. Additional amenities such as bathrooms, benches, and bike racks are also provided promoting extended usage. Additions of a perimeter trail loop and distance markers for walkers/joggers would be a nice addition and provide more surveillance of the park.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **4**

This park is easily accessible by pedestrians in the surrounding neighborhoods. An ADA playground with elements connected by walkways make this accommodating to handicapped users and one of the few parks within Shawnee County to offer this amenity.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **Active**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Shelter provides a good location for neighborhood events and gathering.



Image 2: Playground equipment is new and connected with paved pathways



Image 3: New tennis and basketball courts accommodate recreational activities



Image 4: Basic water fountains provide some level of comfort, which could be augmented with bathrooms and benches



FACILITY INVENTORY

Name of Site: Central Park

Date Completed: June 6, 2013

Completed By: Hank Moyers



CONFLUENCE



1. SITE LOCATION:

The site is located in central Topeka, off of SW 13th Street and SW Clay Street.

13000 SW CLAY STREET



2. GENERAL SITE DESCRIPTION:

Age:

Size: 15.4 Acres

Classification: Community Park

The site is considered a small community park with an open green, pond and recreational facilities tied to the community center. Site features include a football field, track, and multiple pieces of play equipment. Additional elements include benches, shelter, pergola, grill, and water fountains.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Football field: +

Entry corner landscaping: +

Playgrounds: 0

Shelter: 0

RATING KEY:

+ Excellent Condition

0 Good Condition

- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths:

Large mature trees provide plenty of shade to the playground areas and shelter making this a great spot for local events and activities. The large areas of turf also provide plenty of space for multiple groups to gather. The pergola has strong character, with its brick posts and timber roof.

Opportunities:

The park does not contain a trail loop around the park but does provide access between elements. The addition of a loop would promote connections to the surrounding neighborhood and attract more users. The park also contains only on street parking which is accessible to park users. There are minimal trash cans and benches on site, and no restrooms which are needed for the programming elements provided on site. Remove dated playground elements and group with newer elements to create a coherent experience.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **3**

Accessible to surrounding pedestrians and allows for parking around the park. Walkways and fishing dock are ADA accessible. Needs an ADA accessible playground.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **Passive**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Landscape beds at the south entrance of the park are well maintained and provide a positive face to the community



Image 2: The pond at Central Park provides a place for fishing and other activities



Image 3: The pergola has strong character with its brick columns and wooden beams



Image 4: Water fountains and picnic tables provide some level of human comfort



FACILITY INVENTORY

Name of Site: Chesney Park

Date Completed: June 6, 2013

Completed By: Hank Moyers



CONFLUENCE



1. SITE LOCATION:

Chesney Park is located in central Topeka. It is bound by SW 18th St on the north, SW Clay on the east, SW 19th on the south, and SW Buchanan on the west.

1823 SW CLAY ST



2. GENERAL SITE DESCRIPTION:

Age:

Size: 3.4 Acres

Classification: Neighborhood Park

The site is a large neighborhood park, primarily open green space with mature trees and recreational amenities. The site contains a basketball court, playgrounds, shelters, and a tennis court converted into a skate park. Shelters are standard park shelters with picnic tables and a gazebo. Parking occurs through designated parallel parking spaces along the west edge of the park.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Basketball: **0**

Lighting: **+**

Playgrounds: **0/- (Conditions and age vary)**

Shelter 1: **+**

Shelter 2: **+**

Skate Park: **0**

RATING KEY:

+ Excellent Condition

0 Good Condition

- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths:

Chesney Park offers plenty of open green space with mature trees. With surrounding houses fronting the street, Collins Park has the potential to become the front yard for the entire neighborhood. The granite curbs add unique character to the site. Paved connections are provided between elements making the various amenities accessible. Lighting helps neighbors patrol the park in the evenings.

Opportunities:

Chesney Park needs more benches and trash bins. Pathways are decaying and need replacement. Older equipment needs removal and replacement. Remaining pieces should be grouped with newer equipment. Maintenance needed on equipment and surfacing.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **4**

Easily accessible, but needs more trail and walkway upgrades. Future considerations should be made for accessible playgrounds and other ADA accessible features.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **General**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Site furnishings are damaged and tired



Image 2: A variety of play equipment provides for children of different ages



Image 3: The traditional park shelter is in good condition, the design with picnic tables could use updating



Image 4: Older equipment should be grouped into larger play areas accessible from trails.



FACILITY INVENTORY

Name of Site: Collins Park

Date Completed: June 20, 2013

Completed By: Hank Moyers



CONFLUENCE



1. SITE LOCATION:

Collins Park is located west of central Topeka, at SW Collins Ave, with SW Huntoon St to the north and SW 15th St to the south.

1400 SW COLLINS AVE



2. GENERAL SITE DESCRIPTION:

Age:
Size: 4.2 Acres
Classification: Neighborhood Park

Collins Park is a neighborhood park consisting of mostly open turf with mature trees and facilities for recreation and play. Surrounding houses face the park, making it the front yard for the entire neighborhood.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Basketball/Volleyball: -
Benches: 0
Landscape Plantings: +
Playgrounds: -
Trees: +

RATING KEY:

- +** Excellent Condition
- 0** Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths:

Collins Park offers plenty of open green space with mature trees. The turf is well-mowed and trees are in good condition. With surrounding houses fronting the street, Collins Park has the potential to become the front yard for the entire neighborhood. The site provides for human comfort with a few benches and one water fountain.

Opportunities:

Parking is prohibited on the streets surrounding the park and there are no designated parking areas within the park. Therefore, access is limited to pedestrians and bikers. However, there are no paved connections to site elements within the park or to the surrounding neighborhood streets. The one pathway which bisects the site does not connect to sidewalks on surrounding streets. In addition, there are no bike racks or trash cans. Playground elements should be rethought, with consideration for updating and replacements. A loop trail with marked distances, head-in parking, and connections between elements within the park would increase the potential usability of the park.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **1**

Minimally accessible to pedestrians or vehicles.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **General**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Play areas and benches sit on mulch surfaces without connections between elements



Image 2: Play equipment is very spread out, resulting in lack of coherence to the space



Image 3: The site provides additional amenities supporting longer visits (ex. water fountain)



Image 4: Landscape beds at the entrance to the park enhance the neighborhood and provide seasonal change



FACILITY INVENTORY

Name of Site: Crestview Park
Date Completed: June 6, 2013
Completed By: Hank Moyers



CONFLUENCE



1. SITE LOCATION:

Crestview Park is located in central Topeka, directly south of Shunga Drive at SW Washburn Ave.

4801 SW SHUNGA DR



2. GENERAL SITE DESCRIPTION:

Age:
Size: 66.1 Acres
Classification: Community Park

The site is part of the Shunga Trail network which extends along the floodplain of Shunganunga Creek. Program elements include the Community Center, BMX track, a disc golf course, playgrounds, tennis courts, and a ball diamond. The pool is now closed and scheduled to be removed.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Ball Diamond: 0	Playgrounds: 0
BMX Track: 0 (privately operated by others)	Pool: - (closed to be removed)
Community Center: 0	Shelter: 0
Disc Golf: +	Tennis: -

RATING KEY:

- +** Excellent Condition
- 0** Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths:

Crestview Park offers plenty of open green space and accommodates some recreational activities. Since 2005, the west expansion of Shunga Trail has featured 8' walks to accommodate pedestrians and bikers. Crestview is a nice linear green space providing large trees, shaded open space, and longer trail connections.

Opportunities:

The entire area of Crestview Park and much of the Shunga Trail network is located within Shunganunga Creek's 100-year flood plain. Minimal structures and improvements should be located within this zone, however the existing bath house associated with the aquatics center should be considered as an opportunity to repurpose this building for a fitness center. Focus should be placed on resurfacing of the tennis courts. This site may also serve as a location for a larger spray ground out of the 100-year floodplain areas.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **4**

Good accessibility to trail areas. Opportunities to upgrade with newer accessible equipment.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **Active**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: While there is plenty of open space, the turf is weedy



Image 2: The old pool is currently an aesthetic detriment to the site and is scheduled to be removed



FACILITY INVENTORY

Name of Site: Cypress Ridge Golf Course

Date Completed: June 20, 2013

Completed By: Hank Moyers



CONFLUENCE



1. SITE LOCATION:

Cypress Ridge Golf Course is located seven miles west of central Topeka, west of SW Urish Road, between SW 21st St and SW 29th St.

2533 SW URISH RD



2. GENERAL SITE DESCRIPTION:

Age:

Size: 171.8 Acres

Classification: Special Use Park

The site is a standard 18-hole golf course with enhanced character due to the topography of the site and variation in ecological zones.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Cart Paths: - **(No cart paths on the back 9 holes)**

Fairways: +

Greens: +

Rough: 0

RATING KEY:

+ Excellent Condition

0 Good Condition

- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths:

Cypress Ridge is well maintained and offers good character for golfers in the Topeka area. The fairways, greens, and surrounds are maintained to a pristine condition. Mature trees throughout the site offer shade. Cart paths are in good shape.

Opportunities:

Most of the trees at Cypress Ridge are mature. Rejuvenation with new tree plantings would ensure that shade levels remain similar in the future. Additional turf maintenance to roughs by spraying for weeds would be the only opportunity for turf improvements.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **4**

Accessible to all parties, however the course lacks cart paths on the back 9 holes of the course.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Daily**

Active/Passive: **Active**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: The greens are pristine at Cypress Ridge



Image 2: Mature trees offer changes of shade and sun



Image 3: The fairway



FACILITY INVENTORY

Name of Site: Dornwood Park

Date Completed: June 6, 2013

Completed By: Hank Moyers



CONFLUENCE



1. SITE LOCATION:

Dornwood Park is located southeast of Topeka, at the intersection of SE 25th St and SE Highland Ave, directly northwest of Hwy 470.

SE HIGHLAND AND SE 25TH ST



2. GENERAL SITE DESCRIPTION:

Age:

Size: 110.9 Acres

Classification: Community Park

Dornwood Park is a large community park consisting mostly of open green space with ball fields, a playground, and nature trails. The 7-mile Dornwood Park trail provides Shawnee County with the opportunity to create one of the few nature preserves within its park system. Remains of an old stone dairy building occur on the site providing opportunities for theming. The site hosts several baseball fields.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Baseball facilities: -

Gates: -

Nature trails: 0

Parking: -

Playground: 0

Signage: -

RATING KEY:

+ Excellent Condition

0 Good Condition

- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths:

The nature trail makes Dornwood stand out for different types of recreation in many of the community parks in Topeka. Dornwood also enjoys the sponsorship of a recent group called "Friends of Dornwood" who are partnering with the county parks and recreation department. This large natural area provides an opportunity for Shawnee County to add a previously unseen type of offering to their parks system through a nature preserve appealing to a new group of people that may not currently be utilizing the parks system.

Opportunities:

Shawnee County's Dornwood Park has the opportunity to be primarily natural areas with a formal nature preserve. By improving parking, providing soft and hard trails, and adding features for extended visitor stays, the site could become a strong attraction for many citizens. Restrooms, seating, water fountains, and settings for passive activities would enhance user experience of the site. Baseball fields along the parks edge should be considered for restoration or

removal and restored to natural area. Playground areas need rethinking, with removal or maintenance of older play equipment. Additional shade structures would increase potential use of the site. In addition, work to restore the natural systems to their various ecotones (i.e. woodlands, prairies, etc.) could attract attention and make the site serve as a learning center. Additional programming elements might include overlooks, environmental art, trail loop markers, environmental education stations, and shelters. By drawing on Dornwood's unique attributes, this park can be transformed to realize its full potential. To provide a greater vision for this property, it is recommended that an overall park master plan be created to allow for a better understanding of the sites assets, ecosystems, programming needs, costs, and phasing.

In the broader context of the Shawnee County parks systems, an additional trail from the north to the south part of the park would allow Shawnee County the opportunity to get closer to close a much needed extension from the Deer Creek Trail to the Shawnee Lake Trail loop. Should this inclusion be made, additional accommodation for bikers such as bike racks and water fountains would be needed.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **2**

Pathways and parking lots make accessibility difficult. As improvements are made, ADA accessibility should be considered.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule:

Natural areas: **Minimal**

Ball fields: **Weekly**

Active/Passive: **Active**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Dornwood's facilities have decayed and need updating



Image 2: While active at night, much of Dornwood Park is underutilized during the day



Image 3: Parking surfaces at Dornwood are in poor condition



Image 4: A variety of newer play equipment at Dornwood entertains children of various ages. Older equipment needs maintenance and removal. Equipment should be grouped and placed within a contained area for maintenance. Additional shade structures should be provided



Image 5: Remnants of the old dairy barn provide interest, learning opportunities and potential for theming the rest of the park.



Image 6: The existing gates accessing the nature trail do not provide enough of a barrier to keep motorized vehicles from the nature area and could be enhanced to provide a more aesthetically pleasing experience.



FACILITY INVENTORY

Name of Site: Elmhurst Green
Date Completed: June 20, 2013
Completed By: Hank Moyers



CONFLUENCE



1. SITE LOCATION:

Elmhurst Green is located on west side of SW Washburn Ave, between SW Munson Ave and SW 12th St.

1197 SW WASHBURN AVENUE



2. GENERAL SITE DESCRIPTION:

Age:
Size: 1 Acre
Classification: Open Space

Elmhurst Green is considered an open space consisting of a ½ block landscape strip with a paved central trail and several landscape berms. This public green contains no programming for citizen usage, but enhances the neighborhood.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Landscaping: +
Lighting: +
Pavement: +

RATING KEY:

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths:

Street lighting provides better visibility onto the site for public safety in the evenings. Pavement is new and in good condition. Landscape plantings appear well-maintained.

Opportunities:

Elmhurst Green is a mini park serving as a public green, with the central paved trail and surrounding landscape berms. Adding benches and other amenities would expand the possibilities for use. Public and environmental art would enhance the visual interest in the space.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **4**

Trail is ADA accessible, but this public green adjacent to the busy parkway is not meant for heavy citizen traffic.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **weekly**

Active/Passive: **passive**

Trail Distance: **500'**

7. PHOTO INVENTORY:



Image 1: Elmhurst Green's landscape berms provide seasonal interest and privacy buffers for the houses behind



Image 2: The central paved trail curves through the site, providing space for a leisurely stroll



FACILITY INVENTORY

Name of Site: Felker Park

Date Completed: June 6, 2013

Completed By: Hank Moyers



CONFLUENCE



1. SITE LOCATION:

Felker Park is located in southwest Topeka, east of SW Gage Blvd at SW 25th St.

2540 SW GAGE AVE



2. GENERAL SITE DESCRIPTION:

Age:
Size: 62.1 Acres
Classification: Specialty Park

Felker is a specialty park, containing mostly open green with mature trees and athletic facilities. It was originally part of the Federal Lands to Parks program and was received in pieces. Its facilities include 4 ball diamonds, 18 tennis courts, and several soccer fields. Additional amenities include concessions and restrooms. Wells Park shares a boundary to the south as part of the Shunga Trail system.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Ball diamonds: **0**
Concessions: **0**
Restrooms: **0**
Tennis Courts: **+**

RATING KEY:

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths:

Concessions, fields, and tennis courts are well maintained. This park also contains large open areas and connections to the Shunga Trail system.

Opportunities:

Felker Park provides Shawnee County with a nice active park facility. However, because the property was received in piece through the federal lands to parks proves, ball field orientations and sizes don't conform to typical or desirable standards. The 18 Kossover Tennis Courts need coloring. Long term considerations might be made for reconfiguration of this facility to provide a more usable complex capable of hosting regional tournaments and bringing in revenue for the county. Considerations should also be made to provide a connection from the parking lot through the park to the existing Shunga Trail.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **4**

Good vehicular and pedestrian access. Additional connection through park to Shunga Trail should be made. ADA improvements should be considered for play areas.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly/Daily**

Active/Passive: **Active**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Shelters provide accommodation for groups to gather and watch games



Image 2: Shelters are new, with surfacing and furnishings in good condition



Image 3: Surfaces are in good shape on courts, but could use a fresh coat of coloring



Image 4: Baseball fields are well maintained, but orientation of the various fields is not ideal



FACILITY INVENTORY

Name of Site: Forbes Field Golf Course

Date Completed: June 20, 2013

Completed By: Hank Moyers



CONFLUENCE



1. SITE LOCATION:

The site is located south of Topeka off SW Topeka Blvd (Hwy 75).

700 SW CAPEHART RD



2. GENERAL SITE DESCRIPTION:

Age:

Size: 76 Acres

Classification: Specialty Park

The site is a basic, wide open course with few trees and little topographic change.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Tees and Green: +

Surrounds/Roughs: 0

RATING KEY:

+ Excellent Condition

0 Good Condition

- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths:

Turf is well maintained. Bunkers also appear well maintained.

Opportunities:

The course has few mature trees. However, the roughs are heavily weeded. The course is straight and open with few obstacles. The addition of more trees and treatment of weeds in rough areas would enhance both visual quality and playability of the course.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 4

Easily accessible by vehicle, with few obstacles for handicap accessibility.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Daily**

Active/Passive: **Active**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Pond with rock edges



Image 2: The small landforms are gently sculpted, but there is little variation in grade across the course



Image 3: The few mature trees provide a little shade throughout the course



FACILITY INVENTORY

Name of Site: Gage Park

Date Completed: June 20, 2013

Completed By: Hank Moyers



CONFLUENCE



1. SITE LOCATION:

Gage Park is located northwest of central Topeka. It is bounded by SW 6th Ave to the north, SW Gage Blvd to the east, SW 10th Ave to the south, and SW Westchester Rd to the west.

4001 SW 6TH AVE



2. GENERAL SITE DESCRIPTION:

Age: 114 years (Established in 1899)

Size: 161.5 acres

Classification: Regional Park

Gage Park is not only one of the largest parks within Shawnee County's park system, but also one of the oldest. The park dates back to 1899 when the heirs of Guilford Gage donated 80 acres of land to establish this facility. This 160 acre park has a regional draw providing activities that include the Topeka Zoo allowing visitors various activities and options to occupy a day trip or longer. Gage Park also includes the Reinisch Rose Garden, Doran Rock Garden, the Carousel in the Park, Gage Park Greenhouse, the Blaisdell Family Aquatic Center, Helen Hocker Center for the Performing Arts, Hills Pet Nutrition Bark Park, and Kansas Children's Discovery Center. Recreational facilities include an accessible baseball diamond, softball diamond and competition horseshoe pits. Children's activity areas include Animal Land and multiple playgrounds. In addition, various shelters occur through the park with facilities for grilling and picnicking.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

1910 Entry Gateway: +

Accessible Ball Diamond: +

All War Memorial: 0

Amphitheater: 0

Animal Land Playground: -

Ball Diamond: 0

Big Gage Shelter House: 0

Blaisdell Family Aquatic Center: +

Carousel in the Park: +

Children's Discovery Center: +

Children's Party House: 0

Conservatory Greenhouses: 0

Corral No. 2: -

Hills Bark Park: 0

Horseshoe Pits: +

Island Grill Shelter: +

Mini Train: +

Munn Memorial: 0

North Gateway: -

Play Land/Animal Land: 0/-

Reinisch Rose Gardens and Doran Rock Garden: +

Sand Volleyball Courts: +

Snyder's Cabin: -

South Gateway: +

Steak Grill Grills: -

Steak Grill Shelter: 0

Tennis Courts: -

Train Depot: +

RATING KEY:

+ Excellent Condition

0 Good Condition

- Poor Condition

Horseshoe Pits Bleachers: -
Horseshoe Pits Shade Structure: 0

Westlake Shelter House: +

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Gage Park's diversity of activities is one of the many strong points driving the high traffic through this site on a daily basis. This diversity offers users of all ages the opportunity to engage in a variety of activities and draw visitors throughout the region. The park is filled with well-established trees providing extensive shade and comfort to visitors and additions to the park continue to be uniform with the existing site allowing for a cohesive experience for all users.

LANDSCAPE

Throughout the park the landscape varies greatly including manicured gardens, native prairie installations, manicured turf and heavily treed areas. The turf within Gage Park is well-mowed, but is heavily weeded outside of the detail areas including the horseshoe pits where the turf is highly manicured and pristine. Many established trees throughout Gage Park create excellent shade and many saplings have been placed around the park to encourage future growth. Manicured planting areas including the rose gardens, entries and other garden areas are also well maintained and continue to see new additions provided by the greenhouses on site.

SPORTS AREAS

In addition to the passive activities on site, the athletic spaces on site are maintained to a high level. The accessible ball diamond is new and in very good condition. Other ball diamonds are also in good condition. The horseshoe pits offer a unique amenity with well-maintained turf.

AQUATIC CENTER

Newer additions to the park such as the aquatic center provide additional activities drawing visitors back to Gage Park re-energizing this park for the future. The updated aquatic center provides a variety of new activities and elements which are driving high traffic and usage.

OPPORTUNITIES:

Gage Park continues to be one of the biggest entertainment draws to Shawnee County, providing a variety of activities for visitors. Within the park, additions continue to be made drawing more people to use the park. Of the 160 acres of land encompassed by the park, a vast majority of the park is occupied providing less opportunity for future expansion. To provide a clear direction for the future of this park, a master plan for future expansion is recommended to guide Shawnee County in its continuous development of this iconic and historical park.

In addition to the recommendation above, the following areas were identified for future growth and maintenance opportunities:

ENTRANCES

The historic (1910) entry gateway at the southeast corner of the park provides a strong sense of arrival, to keep the historical character intact; the lighting elements could use restoration. Other entries are less distinctive. For example the Zoo Parkway entry off 6th Ave is marked only by a sign with stacked cinder blocks and a small landscape bed. Signage for the park entries should tie into the historic character seen in the 1910 gateway or follow Shawnee County standards seen throughout the park system to provide uniformity.

CONNECTIONS

Gage Park's largest opportunity for improvement is the current lack of designated pedestrian connections between elements. There are few sidewalks linking elements within the park and parking areas.

PLAY AREAS

Animal Land's concrete animals show cracks and need rejuvenation. The benches throughout the children's play areas are in a variety of conditions. Older equipment placed within mulch rings and areas where poured surfaces are beginning to deteriorate should be replaced and placed within contained edges to promote longer lifespan of the surfacing and ease of maintenance.

ATHLETICS

Of the main athletic facilities, most have been maintained to a high level. Currently the areas that need the most attention would be the tennis courts which need to be resurfaced with new fencing, wind screens and nets. Additional items to be addressed include the benches and shade structures over the horseshoe pit area.

FURNISHINGS

The benches, picnic tables, and trash cans throughout the park are in a variety of styles and conditions. There is no uniformity between elements. A plan should be developed to unify these elements throughout the park as replacements are necessary.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **3**

Many program elements are individually accessible, however connections between elements are lacking. Replacement of elements in the future should consider ADA Accessible options to promote options to all users.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly/Daily**

Active/Passive: **General**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: 1910 Historic Gateway has strong visual impact

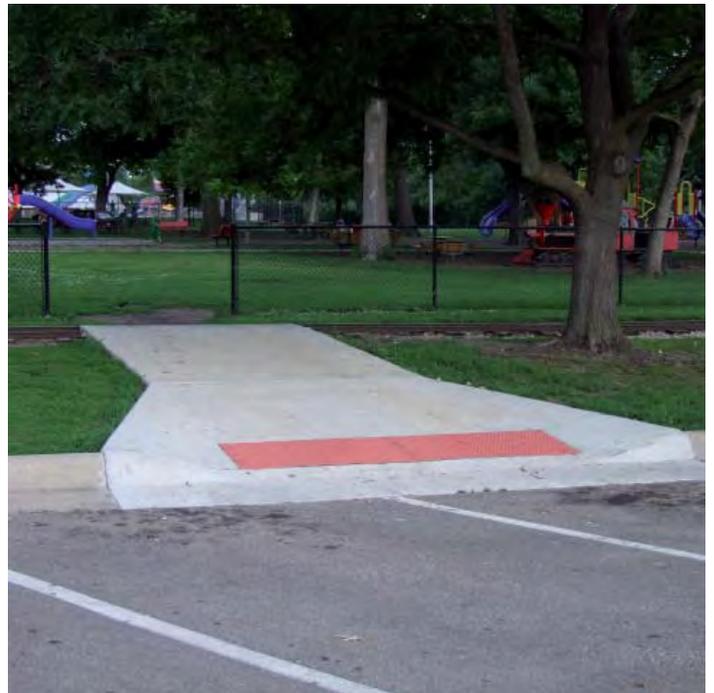


Image 2: Many pathways lack connections



Image 3: Steak Grill area needs resurfacing



Image 4: Pier allows for accessible fishing and overlook of pond



Image 5: Distinctive horseshoe court features pristine turf



Image 6: Community pool area provides for a variety of activities in newly restored surroundings



Image 7: Accessible baseball field creates opportunity for everyone to participate in play



Image 8: Mini train runs throughout the summer, providing a fun activity for children



FACILITY INVENTORY

Name of Site: Giles Park

Date Completed: June 20, 2013

Completed By: Hank Moyers



CONFLUENCE



1. SITE LOCATION:

Giles Park is located northeast of central Topeka, directly south of highway 70 at the intersection of SW Taylor Street and W 1st Avenue.

750 SW 1st ST



2. GENERAL SITE DESCRIPTION:

Age:

Size: 0.5 acres

Classification: Neighborhood Park

Giles Park is a small neighborhood park adjacent to I-70 with a few mature trees, two benches, and aging play structures. It is accessed through a parking circle which shares with several dilapidated homes that overlook the park. Its adjacency to I-70 creates extreme noise pollution.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Playgrounds: -

Benches: -

Fenced Perimeter: +

RATING KEY:

+ Excellent Condition

0 Good Condition

- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths:

Mature trees provide shade.

Opportunities:

Connections to the surrounding neighborhood sidewalks would enhance the community's access of the park. Connections to a perimeter trail from benches and playgrounds would add usability. Replacement of playground structures and grouping elements would bring more users to the site.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **1**

Site is not easily accessed to people outside of the neighborhood. There are no pedestrian connections made to the surrounding community or within the park. This makes the playground equipment inaccessible for ADA users.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **General**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Equipment should be grouped into a space with edging and surfacing over the entire area



Image 2: Play equipment is decaying and needs to be updated

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **3**

No real connections to surrounding neighborhoods. Although there are connections to parking lots, playgrounds are spread out and there is no loop connection around the site. Needs ADA accessible playground.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **Active**

Trail Distance: 0

7. PHOTO INVENTORY:



Image 1: Bioswales provide good management of rainwater and enhance the site's visual character



Image 2: Basketball and tennis courts are decayed and in need of resurfacing



Image 3: Older play equipment needs maintenance or replacement. Surfaces are decayed and weedy. Organization of newer elements into one overall contained area would enhance user experience.



Image 4: Aquatic center provides opportunities for expansion to encourage more usage from the surrounding community



FACILITY INVENTORY

Name of Site: Holliday Park
Date Completed: June 6, 2013
Completed By: Hank Moyers



CONFLUENCE



1. SITE LOCATION:

Holliday Park is located on the northeast edge of central Topeka, with SW 12th St to the north, SW Taylor St to the east, and SW Western Ave to the West.

1200 SW WESTERN AVE



2. GENERAL SITE DESCRIPTION:

Age:
Size: .3 acres
Classification: Neighborhood Park

Holliday Park is a historic neighborhood park containing brick walks, iron fencing, a memorial, fountain, and playground. The park was created where the original town site and later subdivision meet. The bend in the street pattern created the triangular “leftover” space that became the park.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Brick walks: + Playground: +
Fencing: + Signage: 0
Fountain: 0

RATING KEY:

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths:

Holliday Park has strong character due to its nature as an historic triangular vest pocket park. Its fencing and walks sit elegantly in the context of surrounding historic homes. Its fountain is a distinctive element providing a pleasant experience not seen in many Shawnee County facilities.

Opportunities:

Holliday Park has the potential for more signage and with more detailed landscaping around seating at the fountain and monument areas to complement the existing historically-oriented elements. The addition of a perimeter loop walk and drinking fountain would increase visitors to the park and provide additional elements for user activity. Playground elements are grouped relatively close, but resurfacing around all elements would enhance the space.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **4**

Perimeter parking along the historic curbs and pathways makes it easily accessible to vehicular and pedestrian traffic.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **General**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: The memorial commemorates Cyrus K. Holliday, founder of the Topeka and Santa Fe Railroad Company



Image 2: Signage would be enhanced with the addition of formal plantings



Image 3: The fountain area is brick-paved, creating a unique place within the neighborhood



Image 4: A variety of playground elements provides for children of different ages. Resurfacing around these elements would enhance the playground experience



FACILITY INVENTORY

Name of Site: Hughes Park
Date Completed: June 6, 2013
Completed By: Hank Moyers



CONFLUENCE



1. SITE LOCATION:

Hughes Park is located north of central Topeka, with SW 7th St to the north, SW Orleans St to the east, SW 8th Ave to the south, and SW Parkview St to the West.

725 SW ORLEANS AVE



2. GENERAL SITE DESCRIPTION:

Age:
Size: 3.7 acres
Classification: Neighborhood Park

Hughes Park is a large neighborhood park with a variety of recreational amenities and some mature trees.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Benches: - Shelter: **0**
Parking: **0** Tennis/Basketball: **0**
Pickleball: + Trash: -
Playground: -

RATING KEY:

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths:

The playground was designed and built to be accessible. Some of the courts have been resurfaced. Walkways provide connections between program elements.

Opportunities:

This heavily used park is beginning to show signs of wear. The playground equipment and surfacing could use updating, along with the benches. Additional trash cans would reduce the amount of litter evident on the site. Water fountains would enhance user experience on basketball, pickleball, and tennis courts. A loop trail with markers would provide walkers and joggers a friendlier user experience.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **4**

Parking and interior trails between elements provide easy access to all elements. Handicap accessible playground is starting to show signs of wear.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **Active**

Trail Distance: 0

7. PHOTO INVENTORY:



Image 1: Playground equipment is scattered and lacks coherence. Surfacing does not extend to full protection zone.



Image 2: Some tennis courts have recently been resurfaced and renovated into pickleball courts



Image 3: Other courts are aging and need resurfacing



Image 4: Playgrounds need resurfacing, equipment needs updating and maintenance

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **Passive**

Trail Distance: 0

7. PHOTO INVENTORY:



Image 1: Brick pavers are in good condition, but need to be reset



Image 2: Meadowlark statue provides a unique feature at the center of the park



FACILITY INVENTORY

Name of Site: Lake Shawnee
Date Completed: June 6, 2013
Completed By: Hank Moyers



CONFLUENCE



1. SITE LOCATION:

Lake Shawnee is located southeast of Topeka, at the intersection of SE 29th and SE Croco Rd.

3137 SW 21ST ST.



2. GENERAL SITE DESCRIPTION:

Age: 74 (Established September 1939)
Size: 414.4 acres
Classification: Regional Park

Lake Shawnee is a 410 acre manmade lake surrounded by over 414 acres of parks and recreational land created as a Works Progress Administration project completed on September 3, 1939. This regional park draws over a million visitors from the area for day and overnight trips to the park every year. Facilities include a wide variety of sport, social, and nature activities. Sport facilities include ten lighted baseball/softball diamonds, three soccer fields, tennis courts, volleyball courts, golf course and disc golf course. Social gathering spaces are provided through five shelters and two gazebos in addition to the camping facilities. Activities for children include playgrounds spread throughout the park in addition to the various water activities which are supported with two marinas, one with a boathouse, and a family swim beach. Nature experiences occur through trails and the 20-acre Ted Ensley Gardens.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Bettis Family Sports Complex: +	Marina/Launch (east): +
Concrete Trail: +	Reynolds House: 0
Gazebo 1: 0	Shelter 3: +
Gazebo 2: +	Shelter 4: +
Girls Softball Complex: 0	Shelter 5: -
Garden House: +	South Boat Ramp: +
Lake Shawnee Camp Ground: +	Swim Beach: +
Lake Shawnee Disc Golf Course: 0	Tennis Courts: +
Lake Shawnee Event Center: +	Ted Ensley Gardens: +
Lake Shawnee Golf Course: +	
Marina/Boathouse: +	

RATING KEY:

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Lake Shawnee is Shawnee County's largest recreation area and draws visitors from throughout the region for various activities including athletic tournaments, lake activities, camping and daily recreation. Its variety of amenities provides for a large range of activities for all ages making it one of the premier parks in the region.

ATHLETIC FACILITIES

The Bettis Family Sports Complex is new and in good condition with its own dedicated maintenance staff working the grounds for the complex. The complex offers the greatest opportunity to host regional tournaments and bring revenue to the parks department. The Lake Shawnee Golf Course is the nicest golf facility in Shawnee County's offerings providing excellent maintenance and the most challenge of the three Shawnee County courses.

TRAILS

The Lake Shawnee walking/jogging trail loop surrounds the full park and provides pedestrian access to all venues in the park.

PUBLIC GARDENS

Ted Ensley Gardens is well signed throughout the surrounding community including on incoming highways into the area. The 20 acres of gardens is well maintained with its dedicated staff and continues to provide new additions bringing visitors back to the site. In addition, its variety of garden types and spaces provides interest to many people and hosts a variety of opportunities for photo shoots, weddings and other private events. As this arboretum space expands, consideration should be given to charging admission to offset costs and provide the parks and recreation department with another additional revenue stream.

PLAYGROUNDS

The playgrounds within Lake Shawnee are the newest and best examples of playgrounds in the Shawnee County holdings. The playgrounds provide a variety of opportunities to the various age groups, are well maintained, and contained within a dedicated space allowing for easy maintenance and longevity of surfacing.

OPPORTUNITIES:

COUNTY / REGIONAL TRAILS

As mentioned in the strengths above, Lake Shawnee is home to one of the few trails systems that wrap completely around the park containing a 7 mile trail loop. Providing connections to the existing Landon or Deer Creek trail systems would allow visitors to bike from the western and northern edges of the Topeka metroplex to access this broader parks and trails experience. By making a connection to the Landon Trail south or west of this project, visitors would be able to access over 150 miles of trail providing access to other areas of Kansas.

FURNISHINGS

The benches, picnic tables, and trash cans throughout the park are in a variety of styles and conditions. A plan should be developed to unify these elements throughout the park through scheduled replacement and as replacements are necessary.

ENVIRONMENTAL

The Lake Shawnee Park system provides users access to a variety of environment types and areas capable of introducing environmental education stations informing visitors about the environment they are in. In addition, this park provides opportunities to introduce environmental art installations around the trail system where it can be viewed and enjoyed by pedestrians and visitors driving through the park.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **4**

The loop road and pedestrian trails allows for every element within the park to be easily accessed. The park offers many ADA accessible boat and fishing docks. Future replacement or expansions of playgrounds and other elements in the future should consider ADA Accessibility to promote options to all users.

6. GENERAL NOTES:

% Floodplain:

Maintenance Schedule: **Weekly/Daily**

Active/Passive: **General**

Trail Distance: **7 Miles**

7. PHOTO INVENTORY:



Image 1: The beach offers a unique attraction for visitors to come and enjoy fun in the sun



Image 2: Shelters supports surrounding functions



Image 3: Much of the area around Lake Shawnee is open lawn with scattered mature trees



Image 4: Paving around the south boat ramp and marina needs to be re-surfaced



Image 5: Lake Shawnee overlook signage does not match Shawnee County standards.



Image 6: Shelter #4 is a newer shelter in good condition and provides a gathering space for large groups and smaller events.



Image 7: Ball fields at Bettis Sports Complex are well equipped



Image 8: Areas around the softball fields need re-seeding



FACILITY INVENTORY

Name of Site: Little Oakland Park

Date Completed: June 20, 2013

Completed By: Hank Moyers



CONFLUENCE



1. SITE LOCATION:

Little Oakland Park is located in central Topeka, north of Fairchild Street, between NE Chester Avenue and NE Forest Avenue.

NE WABASH AVE AND NW FAIRCHILD STREET



2. GENERAL SITE DESCRIPTION:

Age:
Size: 1.9 acres
Classification: Neighborhood Park

Little Oakland Park is located two blocks from Oakland Billard Park. It is consistent with most other Shawnee County neighborhood parks providing playgrounds in that it is an open green space dotted with large trees and pieces of play equipment of various ages and conditions. Playground structures are spread out across the site.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Benches: -	Shelter: 0
Drinking fountain: 0	Swings: -
Grills: 0	Tennis courts: -
Merry-go-round: -	Trash Bin: 0
Playground: +	

RATING KEY:

+	Excellent Condition
0	Good Condition
-	Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths:

Large trees provide shade. Playground in overall good shape. Well mowed. Site furnishings have recently been painted in bright colors. Little Oakland Park provides good connections to surrounding community pedestrian network and between elements.

Opportunities:

In order to support the surrounding community, aging structures and play equipment need to be replaced and maintained. Combining the playground elements and resurfacing play areas would promote safer use. Additional trash cans and disposal containers for grilling remains would enhance the aesthetic quality of the site. Resurfacing the courts and adding new nets would encourage more use by the surrounding community.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **3**

Pedestrian connections are good, however playground elements are spread out and not ADA accessible.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **General**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Shelter is in good condition, with picnic tables to accommodate groups



Image 2: Grills are in good condition, but the lack of designated places to dump ashes results in piles of grill refuse at the base of the grill



Image 3: Many of the site furnishings have been painted bright colors



Image 4: Tennis court and basketball courts show evidence of weeds, need resurfacing and new nets



FACILITY INVENTORY

Name of Site: McKinley Park
Date Completed: June 20, 2013
Completed By: Hank Moyers



1. SITE LOCATION:

McKinley Park is located north of central Topeka at the intersection of NW Gordon St and NW Western Ave.

SW Corner of NW GORDON ST & NW WESTERN AVE



2. GENERAL SITE DESCRIPTION:

Age:
Size: 1.3 acres
Classification: Neighborhood Park

The site is a small neighborhood park composed of turf areas that wrap around a small wooded area. Amenities on the site include two small shelters with one picnic table each, restrooms, playground, swings, smaller play equipment pieces, and a basketball court.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Playgrounds: -
Restrooms: -
Benches: -
Basketball: -
Turf: 0

RATING KEY:
+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths:

McKinley Park's restrooms provide opportunities for extended usage of the park. Larger trees provide shade to key elements.

Opportunities:

McKinley Park provides a good offering and variety of program elements. However the site requires major renovation and improvements. Resurfacing of basketball courts is needed. Restroom facility needs re-siding and roofing. Older playground equipment is unsafe and should be removed. Additional benches and trail connections to other parts of the park would encourage use of areas that residents may not know are available.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 4

Connection to perimeter walkways allows for pedestrian access to playgrounds, restrooms, and shade structures. Additional walks are needed to connect basketball courts and other elements to the park.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **General**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Many of the site furnishings are deteriorating and hazardous



Image 2: Play elements float in the turf without order or coherence



Image 3: The site does offer a small picnic shelter



Image 4: Public restrooms extend the possible period of use, but need maintenance

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Daily/Weekly**

Active/Passive: **Active**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Old Prairie Town's signage links to the rest of Shawnee county park system's branding



Image 2: The general store gives visitors the opportunity to feel like they've gone back in time



Image 3: The train depot provides a reconstruction of Topeka's historic transportation system



Image 4: Unique water features provide interest and satisfy human needs



FACILITY INVENTORY

Name of Site: Rueger Park

Date Completed: June 6, 2013

Completed By: Hank Moyers



CONFLUENCE



1. SITE LOCATION:

Rueger Park is located south of Topeka, west of S Kansas Ave between SW 27th St on the north and SW 29th St on the south.

2801 S KANSAS AVE



2. GENERAL SITE DESCRIPTION:

Age:
Size: 23.7 acres
Classification: Specialty Park

Rueger Park has very steep topography and was built as a National Guard grading exercise.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Turf: +	Restrooms: 0
Clay fields: +	Lighting: 0
Concessions: +	Playground: 0

RATING KEY:

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths:

This facility is well maintained and provides all amenities necessary to support smaller competitive regional tournaments.

Opportunities:

Upgraded parking lot lighting would improve safety. Parking lot walkways connecting to field access walks would increase access.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 5

Good pedestrian and vehicular access. The site is ADA accessible to all elements and activities.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Daily**

Active/Passive: **Active**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Fields are in good condition



Image 2: Newer shelter provides all amenities expected for athletic field facilities



FACILITY INVENTORY

Name of Site: Sherwood Park

Date Completed: June 20, 2013

Completed By: Hank Moyers



CONFLUENCE



1. SITE LOCATION:

Sherwood Park is located at the center of the Sherwood Park subdivision, 10 miles west of central Topeka.

7802 SW 28TH STREET



2. GENERAL SITE DESCRIPTION:

Age:

Size: 4.1 acres

Classification: Neighborhood Park

Sherwood Park is classified as a neighborhood park in the center of a developing residential subdivision and is composed mostly of a stormwater detention area. Trees on the site were developer installed, providing little shade.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Playground: +

2 Benches: +

1 Trash bin: +

RATING KEY:

+ Excellent Condition

0 Good Condition

- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths:

Newer playground structure provides some shade elements. Open spaces provide opportunities for program expansion.

Opportunities:

This newer park to Shawnee County provides extensive open spaces for expansion. Opportunities to provide greater boundary definition exist between the park and surrounding lots. Pathways connecting the surrounding neighborhood and the playground in addition to a perimeter walkway with additional trees could help define the space and provide shade opportunities. Playground edging would improve maintenance. The existing park sign does not conform to Shawnee County standards and blocks visual access to the park, making it appear part of the surrounding lots. Current signage could be replaced to conform to Shawnee County standards and open up the "front door" to the park, making it more welcoming to visitors.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **1**

No connections are made to the surrounding community for pedestrian access. Playground is not ADA accessible.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **General**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Sherwood Park signage does not conform to Shawnee County standards and blocks visual access to the park



Image 2: The playground is new and in good condition. Adding a container edge would allow for better maintenance



Image 3: There is no delineation between the edges of private yards and public space



Image 4: Most of the park consists of detention area, providing residents plenty of access to open space for practices and informal athletic opportunities



FACILITY INVENTORY

Name of Site: Shunga Glen Park

Date Completed: June 6, 2013

Completed By: Hank Moyers



CONFLUENCE



1. SITE LOCATION:

Shunga Glen Park is located in central Topeka, east of SW Washburn Ave between SW 22nd Park to the north and SW Shunga Drive to the south.

2400 SW WASHBURN AVE



2. GENERAL SITE DESCRIPTION:

Age:

Size: 21.5 acres

Classification: Community Park

Shunga Glen is a community park with open green, a few mature trees and athletic activities. Recreational amenities include a playground, skate park, and Shunga trail connection.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Skate park: +

Shunga trail: +

Playground: -

Parking: 0

RATING KEY:

+ Excellent Condition

0 Good Condition

- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths:

The connection to Shunga trail allows Shunga Glen Park to be accessible through regional greenways. The skate park is in good condition. Several parking areas provide residents vehicular access to the site.

Opportunities:

Shunga Glen Park offers good open space for practices. Adding soccer goals would improve use and provide local teams with playing space. There are strong opportunities to update and improve the playground area. Additions of benches, lighting, restrooms, trash bins, and water fountains would increase use and improve the site for the community.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 3

The site has good vehicular and pedestrian access, but providing ADA accessible elements is essential to make the site fully accessible.

6. GENERAL NOTES:

% Floodplain:

Maintenance Schedule: **Weekly**

Active/Passive: **Active**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Dual parking areas provide good visitor access to the park and extensive Shunga Trail



Image 2: The skate park is in good condition and is one of the nicest Shawnee County offerings



Image 3: Outdated play equipment is not connected through pathways and needs replacement and seating for parents watching their children



FACILITY INVENTORY

Name of Site: Shawnee South Community Park

Date Completed: June 6, 2013

Completed By: Hank Moyers



CONFLUENCE



1. SITE LOCATION:

Shawnee South Community Park is located 8 miles south of central Topeka, at the intersection of University Blvd and SW Westview Rd.

6715 SW WESTVIEW RD



2. GENERAL SITE DESCRIPTION:

Age:

Size: 64.5 acres

Classification: Community Park

Shawnee South Community Park is a medium-sized community park, primarily mowed turf with baseball fields, a community garden, playground, restrooms, and scattered trees. It is also home to the Velma K. Paris Community Center, which has events that often utilize exterior park spaces.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Baseball Fields: **0**

Benches: **0**

Trash: **0**

Playground: **+**

Restrooms: **0**

Soccer Fields: **0**

RATING KEY:

+ Excellent Condition

0 Good Condition

- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths:

The Shawnee South Community Park provides many different activities to visitors and the community center. Open spaces allow for future expansion. Existing athletic fields are in good shape and well maintained.

Opportunities:

The program offerings in Shawnee South Community Park serve many residents that might otherwise go unserved. Opportunities to improve the newer existing playground include adding shade structures and surfacing the playgrounds with a single surfacing type. A loop trail with benches and markers would improve usability for walking and jogging.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **3**

Vehicular access is good, but pedestrian access is difficult. Mixed surface on playground makes access difficult.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **Active**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Playground does have paved access



Image 2: Playground has mixed surfacing



Image 3: A small community garden associated with the Community Center floats in the middle of the site, without easy access to water



Image 4: Sports fields are easily accessible and in good condition with access to restrooms.



FACILITY INVENTORY

Name of Site: Washburn Park

Date Completed: June 20, 2013

Completed By: Hank Moyers



CONFLUENCE



1. SITE LOCATION:

Washburn Park is located northwest of central Topeka, east of SW Billard Ave. and SW 10th Ave.

2810 SW 10TH AVE



2. GENERAL SITE DESCRIPTION:

Age:
Size: 12.7 acres
Classification: Neighborhood Park

The site is a large neighborhood park dominated by a drainage culvert. Amenities include a shelter with picnic benches and grills, courts for various activities, an informal backstop, playgrounds, and a bridge to cross the creek.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Playgrounds: -
Courts: -
Shelter: **0**
Grill: +
Bridge: **0**
Informal Backstop: -

RATING KEY:

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths:

Washburn Park is a well-maintained neighborhood park, containing extensive amounts of shade trees. Houses fronting the park provide security.

Opportunities:

Washburn Park provides many opportunities for visitors, however this park needs updating to meet conditions seen at other parks. The playgrounds need new surfacing, the courts have been converted to bicycle polo courts, but minimal use occurs due to decayed surfaces and the furnishings need to be updated. The site lacks walkways around the park, resulting in no connections to surrounding community and between park amenities. There are no trashcans. Grills show evidence of need for places to dump ashes. Additional tree trimming would improve visibility and safety within the park. Within the stream channel, there is severe bank erosion. Restoration of vegetation is necessary to stabilize the creek bed.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **3**

This park is accessible to vehicles, with space for parking. However, pedestrian access is limited, with no connections between elements. Additional considerations should be made to update facilities to current ADA standards.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **General**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Washburn Park is connected to the surrounding neighborhoods by a bridge crossing the creek which is not controlled by Shawnee County Parks



Image 2: Bicycle Polo Court need resurfacing and possibly lighting to increase potential for use



Image 3: The playground is in good condition



Image 4: Lack of designated areas to dispose of coals from grill results in dirty grilling area



FACILITY INVENTORY

Name of Site: West Lawn Memorial Gardens

Date Completed: June 20, 2013

Completed By: Hank Moyers



CONFLUENCE



1. SITE LOCATION:

West Lawn Memorial Gardens is located 9 miles west of central Topeka, directly north of I-70 at the Auburn Road exit.

820 SW AUBURN RD



2. GENERAL SITE DESCRIPTION:

Age:

Size: --- acres

Classification: Specialty Park

West Lawn Memorial Gardens is a community cemetery consisting primarily of open grassland with a pond, gazebo, Canine and Veterans Memorial areas.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Turf: **0**

Gravel Drives: **0**

RATING KEY:

+ Excellent Condition

0 Good Condition

- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths:

Rural setting provides plenty of space for expansion. Surrounding prairie provides for serene views.

Opportunities:

This scenic site just to the south of the Kansas River provides unique prairie landscape. Additional buffers along the I-70 frontage would help reduce traffic noise. Opportunities exist along occupied plot areas away from native areas for additional trees to provide shade.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **4**

Vehicular access is provided to the site. Pedestrian connections would be difficult to provide.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **Active**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: West Lawn Memorial Gardens' rural location ensures plenty of space



Image 2: Surrounding prairie land creates a serene atmosphere



Image 3: Veterans and canine service dogs are offered free burial in West Lawn Memorial Gardens



Image 4: Various sculptural installations create places of serenity within the cemetery



FACILITY INVENTORY

Name of Site: Westboro Park

Date Completed: June 6, 2013

Completed By: Hank Moyers



CONFLUENCE

TREANOR ARCHITECTS P.A.

1. SITE LOCATION:

The site is located in the western edge of central Topeka, off of SW Huntoon Street and SW Lakeside Drive.

1273 SW LAKESIDE DRIVE



2. GENERAL SITE DESCRIPTION:

Age:

Size: 4 acres

Classification: Neighborhood Park

The site is a long green, classified as a small neighborhood park. The site contains a non-competition level baseball diamond, flower beds, grill, shelter and picnic area, and playground equipment. The landscape treatment on the southern end of the park was installed as an effort of the surrounding residential neighborhood. The site contains mature trees and large expanses of open turf areas for informal gatherings and activities.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Playgrounds: **0/- (Varies per structure)**

Entry Corner L.S.: +

Ball Fields: -

RATING KEY:

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths:

Large mature trees provide plenty of shade to the playground areas and shelter making this a great spot for local events and activities. The large areas of turf also provide plenty of space for multiple groups to hold gatherings or informal games and practices. Residences surrounding the site front to the park providing good visibility to the site.

Opportunities:

The park does not contain any trail loop around the park or access between elements, the park also contains only on street parking with minimal trash cans and benches on site.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **2**

The site contains minimal access to pedestrian or vehicular connections both on site and around the park area. Connections to individual elements throughout the site are missing making handicap accessibility difficult.

6. GENERAL NOTES:

% Floodplain: 0

Maintenance Schedule: Weekly

Active/Passive: Passive

Trail Distance: 0

7. PHOTO INVENTORY:



Image 1: Landscape efforts by surrounding neighbors Enhanced the local landscape and build pride in the Community.



Image 2: Playgrounds need additional attention, but pathway around the structure provides ease of maintenance and preserves playground surfacing.



FACILITY INVENTORY

Name of Site: Adams Park
Date Completed: 10/14/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

North of se 34th Street, East of SE Adams Street

3300 SE ADAMS STREET



2. GENERAL SITE DESCRIPTION:

Age: 1951
Size: 1 acre
Classification: Neighborhood

Adams Park is a small neighborhood park that is located adjacent to SE Adams St. The park is adjacent to a residential neighborhood with residential properties adjoining the park on the north and south. The park is mostly open space with a little bit of play equipment in one corner.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Table: 0
Play structure: 0
Turf: 0
Trees: 0

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

There is an access walk from the street to the picnic table. Good visibility from busy street and adjacent homes.

OPPORTUNITIES:

No trash cans. No benches at play equipment. There is no access walk to the play equipment. Wood chip surface under equipment could be improved with rubber.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: N/A

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: **Weekly**
Active/Passive: **Active**
Trail Distance: 0

7. PHOTO INVENTORY:



Image 1: Newer play structure with not access walk to it.
The safety surface is not an approved type.



Image 2: Open space with lots of mature shade trees.



FACILITY INVENTORY

Name of Site: Aquarian Acres Park
Date Completed: 10/17/13
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

North of SE 29th street, west of SE Aquarius drive

2701 SE AQUARIUS DRIVE



2. GENERAL SITE DESCRIPTION:

Age: 1988
Size: 1.4 acres
Classification: Neighborhood

This is a small neighborhood park with two tennis courts and a small parking area. There is a small area of mowed grass but the majority of the park is a wooded area.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Tennis courts: 0
Turf: 0
Trash Container: 0

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Concrete courts that with a small investment could be in good shape.

OPPORTUNITIES:

Very little additional space for another amenity. Gravel parking lot could be improved to asphalt.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 4
Gravel parking lot limits access to tennis courts.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **Active**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Concrete tennis courts with gravel parking lot.



Image 2: Tennis court needs to be resurfaced.



FACILITY INVENTORY

Name of Site: **Aubumdale Park**
Date Completed: **9/12/2013**
Completed By: **Terry Bertels**



CONFLUENCE



1. SITE LOCATION:

South of Interstate 70, east of NW Waite Street

2400 SW PERRY STREET



2. GENERAL SITE DESCRIPTION:

Age: 1927
Size: 26.9 acres
Classification: Community

Large park with mostly open area that serves as a water retention area for the adjacent Ward-Martin Creek in high water events. The total retention area is bisected by Ward-Martin Creek. Ward-Martin Creek is stocked with trout in the spring and fall.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Trees: **0** Bench: **0**
Turf: **0** Table: **0**
Landscape: **0** Trash can: -
Play equipment: -

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Stream that runs through park has trout stocked in it and is fishable. Good number of mature trees that provide shade. Small off street parking is a plus.

OPPORTUNITIES:

New play equipment would be a great improvement. Matching benches, trash cans and tables would look good.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **4**
No interior walk system between features.

6. GENERAL NOTES:

% Floodplain: **95%**
Maintenance Schedule: **Weekly**
Active/Passive: **Active**
Trail Distance: **N/A**

7. PHOTO INVENTORY:



Image 1: Ward-Martin Creek that runs along the east boundary of the park.



Image 2: Ward-Martin Creek is stocked seasonally with trout by the KDWPT as part of the Community Fisheries Assistance Program.



Image 3: Small landscaped areas in the park adds interest to the area.



Image 4: Expansive open area in the park has been used in the past as a rugby field. The primary purpose is as a water detention area for Ward-Martin Creek in high water events on the Kansas River.



Image 5:



Image 6:



FACILITY INVENTORY

Name of Site: **Big Shunga Park**
Date Completed: **09/09/2013**
Completed By: **Terry Bertels**



CONFLUENCE



1. SITE LOCATION:

North of SW 29th street, west of SW Macvicar Ave

2715 SW MACVICAR AVENUE



2. GENERAL SITE DESCRIPTION:

Age: 1943
Size: 83 acres
Classification: Community

Big Shunga Park is a large community park that is generally comprised of open space. There is a collection of conifer trees in a conifer garden and other large trees located throughout. There is no off street parking and very limited access to the site other than walk-up. The Shunga Trail has a connector that runs through Big Shunga Park and under SW 29th St. which opens up the neighborhoods to the south of SW 29th St. to access to the trail.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Conifer Garden: +
Trail connector: +
Trees: 0
Turf: 0

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Shunga trail connecting walk runs through Conifer Garden. Park unique types of Conifer Trees. This is an expansive area with good open space and mature trees. Site is used for temporary disc golf course several times per year.

OPPORTUNITIES:

Opportunities for development are limited as most of the site is in the flood plain of the Shunganunga Creek.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: N/A

6. GENERAL NOTES:

% Floodplain: **99%**
Maintenance Schedule: **Weekly**
Active/Passive: **Passive**
Trail Distance: **.25 mile**

7. PHOTO INVENTORY:



Image 1: Conifer Garden in Big Shunga Park with varieties of conifer trees that are not commonly seen in the area.



Image 2: Nature trail at Big Shunga Park that runs adjacent to the Shunganunga Creek.

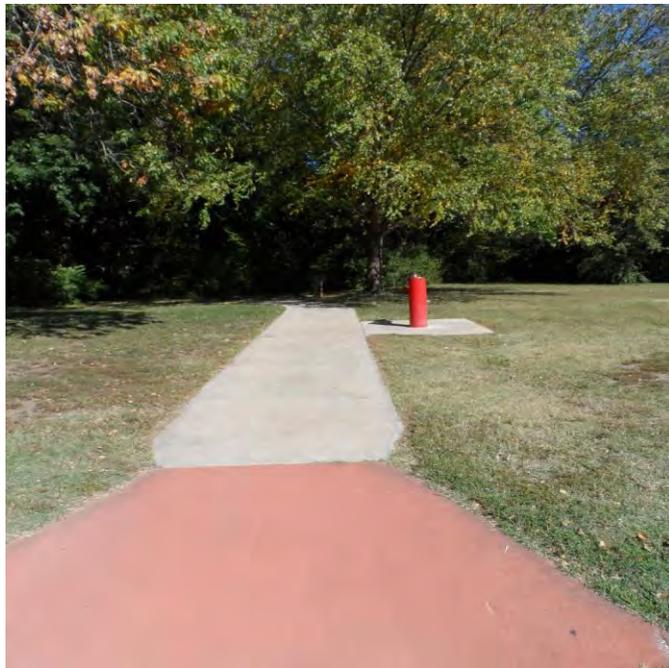


Image 3: Walk from parking lot at McDonald tree that connects to the Shunga Trail.



Image 4: McDonald Field at Big Shunga Park. Baseball field that is used primarily for 30 and over league.

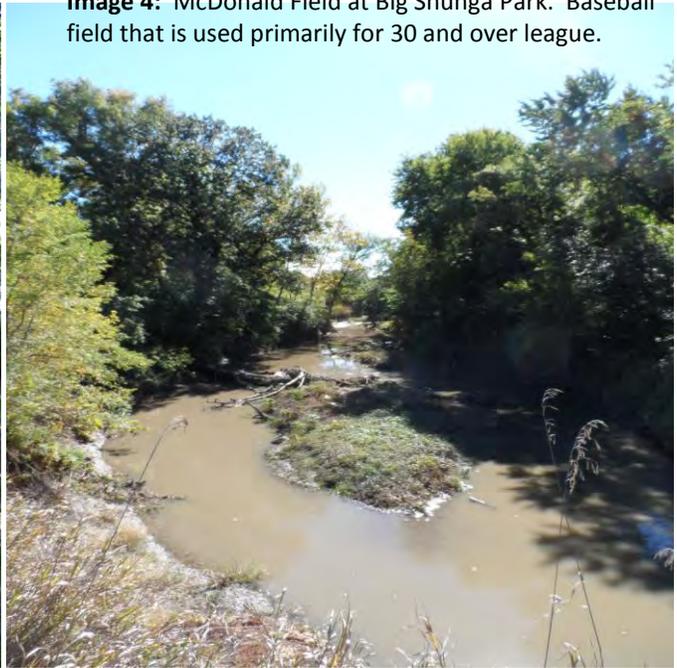


Image 5: Play structure in Big Shunga Park adjacent to the Shunga Trail. Play Structure is in good shape.

Image 6: Shunganunga Creek as it runs through Big Shunga Park.



FACILITY INVENTORY

Name of Site: **Bishop Park**
 Date Completed: **10/8/13**
 Completed By: **Terry Bertels**



CONFLUENCE



1. SITE LOCATION:

On SW Arnold avenue between SW 33rd street and SW 31st street

3101 SW ARNOLD AVENUE



2. GENERAL SITE DESCRIPTION:

Age: 1964
 Size: 5.5 acres
 Classification: Neighborhood

Bishop Park is a large neighborhood park that is adjacent to Maude-Bishop elementary School. The park has a play area with mature shade trees with the balance of the area general open space. There is a sport court area but the courts are in very poor shape and should be removed.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Play structure: **0** Backstop: **0**
 Play equipment: **0** Trees: **0**
 BBQ Grill: - Turf: **0**
 Basket ball courts: -

RATING KEY

- +** Excellent Condition
- 0** Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Adjacent to an elementary school that increases use. Good sized park with an abundance of open space.

OPPORTUNITIES:

Area is not conducive to good tree growth. Trees are not a good species or in good condition. All equipment in park is dated and needs attention. Sport courts are in serious disrepair and in need of care or removal.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **N/A**

6. GENERAL NOTES:

% Floodplain: **0**
 Maintenance Schedule: **Weekly**
 Active/Passive: **Active**
 Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1:



Image 2:



FACILITY INVENTORY

Name of Site: Boswell Square Park
Date Completed: 10/02/2013
Completed By: Terry Bertels



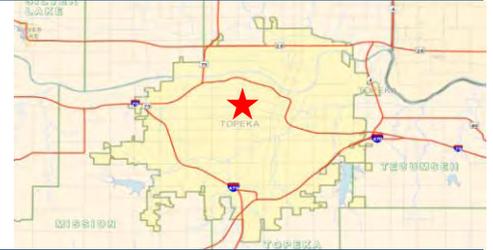
CONFLUENCE



1. SITE LOCATION:

South of SW 13th Avenue, west of SW Boswell Avenue

1300 SW JEWELL AVENUE



2. GENERAL SITE DESCRIPTION:

Age: 1991
Size: 3.3 acres
Classification: Neighborhood

Small neighborhood park that takes up one square block. The park has residents across the street on all sides that allow for viewing into the park. The park shares a parking lot with a nearby church and had a nice mix of active play areas and open space.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Turf: 0	Play amenities: 0	Monument: +
Trees: 0	Gazebo: 0	Tables: 0
Landscape: +	Basketball: 0	
Play structures: +	Drinking Fountain: -	

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Strong neighborhood component to the park. Landscape is a strong feature. Walk links much but not all amenities. Lights add to park and match lights in other parks.

OPPORTUNITIES:

Walkway to connect all amenities. Uniformity is needed in benches, tables and trash cans.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **3**

Good accessibility from parking lot to some amenities. Some of the amenities are not accessible. Play structure is accessible.

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: **Weekly**
Active/Passive: **Active**
Trail Distance: **N/A**

7. PHOTO INVENTORY:



Image 1: Nice newer play structure that is accessible and has an appropriate fall protection surface.



Image 2: Older play equipment that is present in the park. Is not accessible but does have an appropriate fall protection surface.

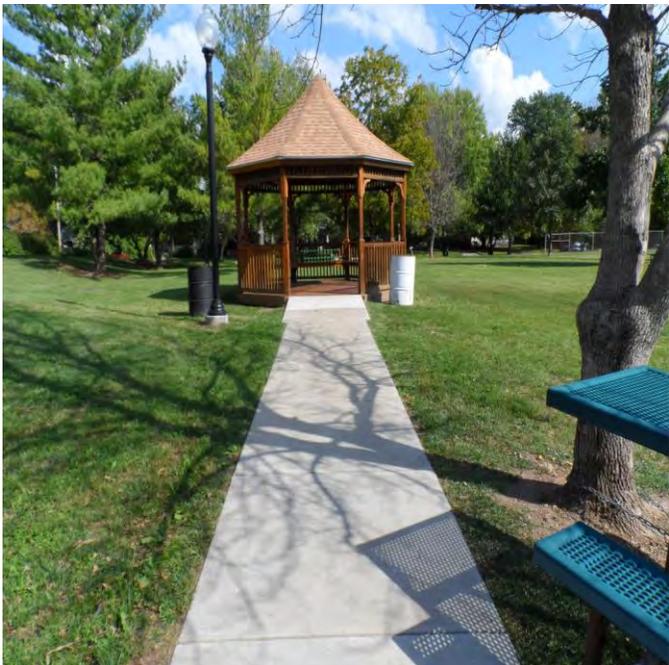


Image 3: Small gazebo that is in the park with an accessible route to it. Mismatching refuse containers at entrance.



Image 4: Open area on the south end of the park that is used for larger neighborhood events and youth sports practices.



Image 5:



Image 6:



FACILITY INVENTORY

Name of Site: Brookfield Park
Date Completed: June 6, 2013
Completed By: Hank Moyers



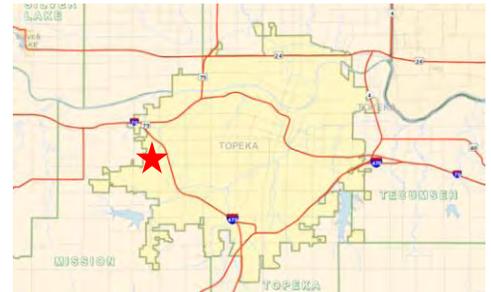
CONFLUENCE



1. SITE LOCATION:

Brookfield Park is located six miles west of central Topeka, in the center of the Brookfield subdivision, to the east of SW Kingsrow Rd, between SW Golf View Dr and SW 25th St.

2430 SW KINGSROW RD



2. GENERAL SITE DESCRIPTION:

Age: 1989
Size: 5.1 Acres
Classification: Neighborhood Park

The site is a neighborhood park with play equipment, a shelter, and recreational facilities and serves as a standard for future park development. Additional amenities include water fountains, tennis/basketball courts and paved walkways connecting elements.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Playground: +
Shelter: 0
Tennis/Basketball: 0
Water Fountain: 0

RATING KEY:

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

This park contains newer play equipment which is ADA accessible and in good condition. The shelter, athletic courts and pavement are new and provide plenty of amenities to the surrounding community.

OPPORTUNITIES:

There is no formal parking attached to the park, making it primarily used by those in walking or biking distance. There is some on-street parking; however head in parking off the surrounding street would promote more traffic on site. Additional amenities such as bathrooms, benches, and bike racks are also provided promoting extended usage. Additions of a perimeter trail loop and distance markers for walkers/joggers would be a nice addition and provide more surveillance of the park.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **4**

This park is easily accessible by pedestrians in the surrounding neighborhoods. An ADA playground with elements connected by walkways make this accommodating to handicapped users and one of the few parks within Shawnee County to offer this amenity.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **Active**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Shelter provides a good location for neighborhood events and gathering.



Image 2: Playground equipment is new and connected with paved pathways



Image 3: New tennis and basketball courts accommodate recreational activities



Image 4: Basic water fountains provide some level of comfort, which could be augmented with bathrooms and benches



FACILITY INVENTORY

Name of Site: Burnetts Mound (Skyline Park)
Date Completed: 10/15/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

South of interstate 470 between SW skyline parkway and SW skyline drive

3511 SW SKYLINE



2. GENERAL SITE DESCRIPTION:

Age: 1958
Size: 106.7 acres
Classification: Community/Undeveloped

Skyline Park is what is called locally "Burnett's Mound". There is much history and folklore that surrounds Burnett's Mound. The site is a large tract of land that is a hilltop in south Topeka. There is a road that goes to the top but access is generally restricted by a locked gate. The site is a mix of open space and wood land. There has been a recent push to develop a trail system throughout the park. The site has a cell tower at the south end and two water towers at the north end. there is no off street parking at the bottom of the roadway which requires patrons to park on the street.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Expansive area. Best view of Topeka in town. Good potential for trail development. Many acres of native grasses with some woodland on the south end of the property.

OPPORTUNITIES:

Locked gates restrict vehicle access to the top of the mound. Water tower and security camera detract from experience. Need signage, information kiosk for trails. Clear trail head is needed. Could be a destination spot if we are able to active develop and program the site to its fullest potential.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **N/A**

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **As needed**

Active/Passive: **Active**

Trail Distance: **Soft 2.0 miles**

7. PHOTO INVENTORY:



Image 1: View of native grasses from the road to the top of the mound.



Image 2: Semi-annual burning limits the spread of invasive woody plants.





FACILITY INVENTORY

Name of Site: Charles Curtis Greenway Park
Date Completed: 9/12/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

Various locations on North Topeka Blvd between NW Gordon and Soldier Creek

1000-1500 BLOCK OF NORTH TOPEKA BLVD.



2. GENERAL SITE DESCRIPTION:

Age: 1967
Size: 5.6 acres
Classification: Specialty

Charles Curtis Greenway is a series of landscaped parcels along both sides of NW Topeka Blvd. The parcels serve to break up the scenery and provide color and open space. There is a connection to the Soldier Creek trail and several other amenities in different locations.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Landscape: +
Trees: 0
Turf: 0

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Landscape at North Topeka and Paramore is very nice. Soldier Creek Trail runs past this greenspace with a signalized crossing of NW Topeka Blvd here. There is a newer drinking fountain along the trail near NW Topeka Boulevard.

OPPORTUNITIES:

Irrigation systems would reduce maintenance costs. Trail signage at this location would be visible from a major roadway.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: N/A

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **Passive**

Trail Distance: **Hard .25 miles, Soldier Creek Trail**

7. PHOTO INVENTORY:



Image 1: Landscaped bed that is visible from NW Topeka Boulevard a very busy road in Topeka. There are beds on both the north and south sides of NW Topeka Blvd.



Image 2: Turf and landscape in the area would benefit from the addition of an irrigation system.



Image 3: Color adds dramatic look to the landscape.



Image 4: Open areas are present on both sides of NW Topeka Blvd. adding a dimension of depth to the space.



FACILITY INVENTORY

Name of Site: Children's Park
Date Completed: 10/07/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

South of SW 6th, east of SW MacVicar

600 SW MACVICAR



2. GENERAL SITE DESCRIPTION:

Age: 1908
Size: 7.7 acres
Classification: Neighborhood

Chesney Park is a large neighborhood park that is cut through diagonally with Ward-Martin Creek. The park features large open tracts of ground and numerous large mature shade trees. There is some play amenities located in the south half of the park. There is off street parking and some of the amenities are accessible by a walk.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Trees: 0 Benches: -
Turf: 0 Trash cans: -
Play equipment: 0 Walks: 0
Tables: 0

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Large neighborhood park that is at the intersection of two busy streets. Nice mature shade tree provides comfortable environment in summer. Turf is in good shape.

OPPORTUNITIES:

New play structure to replace existing equipment would be a plus. Mix of table and bench type could be improved with a consistent color and type. Creek channel through park divides the facility. Walk system with bridge would be nice.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 3
Some elements connected by existing walks.

6. GENERAL NOTES:

% Floodplain: **95%**
Maintenance Schedule: **Weekly**
Active/Passive: **Active**
Trail Distance: **N/A**

7. PHOTO INVENTORY:



Image 1: Expansive open space with large mature shade trees provide a pleasing appearance from the streets.



Image 2: The park is divided in half by Martin Creek creating two distinct portions. North is passive open space, south is active with play features.



Image 3: Basketball court does not have an accessible route to it.



Image 4: Some newer play equipment with an accessible route leading to it.



Image 5: Picnic table on a pad at the end of an accessible route. Tables throughout the park do not match style or



Image 6: Older concrete table that adds an interesting style component but does not match other styles. No accessible route.



FACILITY INVENTORY

Name of Site: Clarion Woods Park
Date Completed: 10/15/13
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

South of SW 37th street, west of SW Fairlawn

3701 SW FAIRLAWN ROAD



2. GENERAL SITE DESCRIPTION:

Age: 1990
Size: 46 acres
Classification: Neighborhood

This is a very large neighborhood park that is, generally speaking, a natural area. The majority of the park is wooded with some open ground to the east near SW Fairlawn Road. There is a seven acre pond located at the park that serves as a focal point for the natural experience. There are a series of walking trails located throughout the park property.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Fishing Dock: - Signage: **0**
Trash cans: -
Nature trail: **0**

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Great natural setting in city limits. Pond is in good shape and stocked on a regular basis. Nature trail are obvious with some signage.

OPPORTUNITIES:

Improved signage is needed. Improved trail head is needed. Dock is in need of some renovation and repair.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **N/A**

6. GENERAL NOTES:

% Floodplain: 0

Maintenance Schedule: **As needed**

Active/Passive: **Active**

Trail Distance: Soft .75 miles

7. PHOTO INVENTORY:



Image 1: Nature trail that runs through a mixed hardwood/cedar forest and grassy meadows.



Image 2: View of the lake from the fishing dock.



Image 3: Signage that denotes native grassland is in disrepair.



Image 4: Image depicts a native grass meadow adjacent to the nature trail.



Image 5: Decking of the fishing dock is in general good condition, however railing around the dock is missing.



Image 6: Handmade sign of the nature trail that shows user their location relative to the rest of the park.



Image 7: Rough handmade bridge that spans a low water crossing.



Image 8: Nature trail as it runs through a meadow.



FACILITY INVENTORY

Name of Site: Clyde O'Bracken (Sertoma/Plaza) Park
Date Completed: 9/12/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

South of Kansas Judicial Center and west of SW Jackson Street

200 SW 12TH STREET



2. GENERAL SITE DESCRIPTION:

Age: 1969
Size: .7 acres
Classification: Neighborhood

This parcel is located just south of the parking lot that serves the Kansas Judicial Center. The park has some open space and some mature trees with picnic amenities and some old play equipment. The park is isolated from the residential neighborhood to the south by a busy street.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Turf: 0	Lions Memorial: 0
Trees: 0	Landscape: 0
Tables: -	Shelters: 0
Play equipment: -	

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Visibility to street is a plus. Small open air shelters provide a space for State workers to picnic in the shade.

OPPORTUNITIES:

Renovating landscape on Lions Club Memorial would enhance the appearance. New picnic tables would make a dramatic difference. Play equipment is tired and not accessible.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **2-3**

There is access to shelters. No access to play equipment.

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: **Weekly**
Active/Passive: **Active**
Trail Distance: **N/A**

7. PHOTO INVENTORY:



Image 1: Lions Club memorial. Landscape needs to be renovated.



Image 2: Existing landscape bed is in good shape showing signs of recent work being done. Irrigation would allow for the addition of some seasonal color.



Image 3: One of two small open air shelters present in the park. Plaques denote their erection by Lions Club members.



Image 4: Play equipment at the site is all old. Given the demographics of the area it is questionable as to whether it is necessary at all.



FACILITY INVENTORY

Name of Site: Country Club Park
Date Completed: 10/20/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

South of SW 24th street, east of SW Topeka blvd

2501 SW TOPEKA BLVD



2. GENERAL SITE DESCRIPTION:

Age: 1948
Size: 2.3 acres
Classification: Neighborhood

The site is a small neighborhood park along busy SW Topeka Blvd. The site is mostly open green space with some shade trees and a few pieces of old play equipment. The park is bisected by SW Country Club Rd. Adjacent homes back up to the park.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Turf: **0** Bench: **0**
Trees: **0** Trash cans: -
Tables: **0** Play equipment: **0/-**

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: The park breaks up the line of businesses and residences that line SW Topeka Blvd. providing green space.

OPPORTUNITIES: No walk system at the park, perimeter or interior, to move patrons through the park. New play structure and accessible route would open up the park to more patrons. There is a need to pull together elements with an identifiable color an style.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **4**
No interior walk system to allow access for any amenities.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **Active**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Open space with younger shade trees throughout.



Image 2: Old play equipment throughout the park.



Image 3: Small picnic table that is not accessible and does not have an accessible route to it.



FACILITY INVENTORY

Name of Site: Croix Park
Date Completed: 10/17/13
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

South of SW Croix street, east of SW Kirkland Avenue

3446 SW KIRKLAWN AVENUE



2. GENERAL SITE DESCRIPTION:

Age: 1959
Size: .2 acres
Classification: Neighborhood

The site is a very small neighborhood park that is little more than a large traffic median. The space is surrounded by roadway with houses across the streets that look in on the park. The park could be the eastern gateway to the neighborhood.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Table: **0**
Trash can: -
Trees: **0**
Turf: **0**

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Mature trees that are a desirable species.

OPPORTUNITIES:

This is a large traffic island with turf and trees. It is in a neighborhood off of the main roads. Landscaping the area could make for an attractive entryway to the neighborhood. The site is probably too small for play equipment with too much traffic on the adjacent streets to encourage people to cross the street but it could be dressed up with colorful amenities.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **4**

There is a side walk with ramps along SW Croix Street.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **Active**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Large mature shade tree that could be the focal point of a landscape plan.



Image 2: Open space that could accommodate some limited passive recreation activities.



Image 3: Walk that provides access to the park but not throughout the park.



FACILITY INVENTORY

Name of Site: Cushinberry Park
Date Completed: 10/02/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

South of SE 15th Street, east of SE Monroe Street

335 SE 15TH STREET



2. GENERAL SITE DESCRIPTION:

Age: 1913
Size: 4 acres
Classification: Neighborhood

Cushinberry Park is a large triangular neighborhood park with numerous amenities including a trailhead for the Landon Trail and proximity to the Brown vs. Topeka Board of Education National Historic Site. The park has a good mix of open space and mature shade trees. There is no off street parking at the park but it is available at the adjacent NPS site.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Benches: 0 Drinking Fountain: 0 Trees: 0
Tables: 0 Buffalo Statue: 0
Play Equipment: 0 Stage: 0
Basketball Court: 0 Turf: 0

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Mature trees make for good shade. Play structure is good. Other components are tired. Good visibility from street. Features like drinking fountain increase staying time.

OPPORTUNITIES:

The stage needs updating and repairs to the back wall. West half is more accessible but not completely accessible.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 3

East half is minimally accessible. West half is more accessible but not completely accessible.

6. GENERAL NOTES:

% Floodplain: 100%

Maintenance Schedule: **Weekly**

Active/Passive: **Active**

Trail Distance: **Hard .25 miles, Landon Trail**

7. PHOTO INVENTORY:



Image 1: Newer play structure with an accessible route and surface.



Image 2: Basketball court adds an element to the park. The surface is in disrepair.



Image 3: Older style table that is not accessible.

Image 4: Stage/performance area that has an accessible route. The stage could use some repair work to make it look better and more user friendly.



Image 5: Older play equipment that is in need of some work to make it more presentable or replacement.

Image 6: Statuary that is present that adds interest to the space.



FACILITY INVENTORY

Name of Site: Danbury Park
Date Completed: 10/01/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

Danbury Park is located south of Interstate 70 at SW Danbury Lane and SW Westchester Road.

3315 SW DANBURY LANE



2. GENERAL SITE DESCRIPTION:

Age: 1962
Size: .5 Acres
Classification: Undeveloped

This is a small undeveloped parcel that is directly south of I-70. There are several mature trees on the site which is in a residential area. The site has no other amenities that would identify it as a park.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

N/A

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Nice grove of oak trees. Turf coverage is good and quality ok.

OPPORTUNITIES:

Disposal of this property possibly to adjacent land owner.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **5**
Not accessible.

6. GENERAL NOTES:

% Floodplain: **0**
Maintenance Schedule: Weekly
Active/Passive: **Passive**
Trail Distance:

7. PHOTO INVENTORY:



Image 1: Located at the corner of SW Westchester and SW Danbury, Danbury Park features a nice grove of Burr Oak trees.



FACILITY INVENTORY

Name of Site: Deercreek Trafficway
Date Completed: 10/02/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

South of SE 6th on SE Deercreek Trafficway to south side of Interstate 70

600 SE DEER CREEK



2. GENERAL SITE DESCRIPTION:

Age: 1977
Size: 5.0 acres
Classification: Undeveloped

Deer Creek Trafficway is primarily a traffic median with right-of-way on either side of the roadway. Deer Creek Trail runs down the east side of the road. There are some shade trees along the roadway.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Turf: **0**
Trees: **0**

RATING KEY

- + Excellent Condition
- 0** Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: Deer Creek Trail runs along the east side of Deer Creek Trafficway.

OPPORTUNITIES: The majority of Deer Creek Trafficway is turf with some trees. Deer Creek Trafficway is a roadway that the parks division mows on a weekly basis.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **N/A**

6. GENERAL NOTES:

% Floodplain: **90%**
Maintenance Schedule: **Weekly**

Active/Passive: **Active**

Trail Distance: **Hard .33 miles, Deer Creek Trail**

7. PHOTO INVENTORY:



Image 1: Deer Creek Trafficway showing the roadway divided by a median with the Deer Creek Trail to the left of the image, along the tree line.



FACILITY INVENTORY

Name of Site: Deercreek Trail
Date Completed: 9/12/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

From SE 2nd Street to SE 10th Street along Deer Creek



2. GENERAL SITE DESCRIPTION:

Age:
Size: Two miles in length.
Classification: Trail (Hard)

This is a concrete multi-modal trail that runs from SE 2nd to SE 10th St in SE Topeka. This trail is an integral part of the comprehensive trails plan for Shawnee County.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Trail surface: +
Trash Cans: 0

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Connects to Shunga Trail at SE 2nd street to allow for cross town movement.

OPPORTUNITIES:

Development south to Lake Shawnee would provide access to amenities at Lake Shawnee.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 2
Accessible

6. GENERAL NOTES:

% Floodplain: 100%

Maintenance Schedule: **Monthly**

Active/Passive: **Active**

Trail Distance: **Hard 2 miles**

7. PHOTO INVENTORY:



Image 1: Sidewalk across Deer Creek Trafficway from Deer Creel Trail.



Image 2: Deer Creek Trail south from SE 6th St.



Image 3: Deer Creek Trail north to SE 6th to intersection with Shunga Trail at SE 2nd St.



Image 4: Deer Creek Trail going under SE 6th with a spur to the pedestrian walkway on SE 6th.



FACILITY INVENTORY

Name of Site: Doran Park
Date Completed: 10/07/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

Dead end of NE Doran Avenue west

500 N. MICHIGAN



2. GENERAL SITE DESCRIPTION:

Age: 1963
Size: 2.8 Acres
Classification: Undeveloped

Undeveloped parcel at the end of NE Doran Avenue. Parcel is created by a bend in the creek at this location.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

N/A

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Vacant lot on the bend of a creek.

OPPORTUNITIES:

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: N/A

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: N/A
Active/Passive: N/A

Trail Distance: N/A

7. PHOTO INVENTORY:



Image 1: Unmanaged open space at the bend of the creek.



Image 2: More of the same.



FACILITY INVENTORY

Name of Site: Eastborough Park
 Date Completed: 10/01/2013
 Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

East of SE Arter Avenue, south of SE 3rd Street

300 SE ARTER AVENUE



2. GENERAL SITE DESCRIPTION:

Age: 1969
 Size: 10.5 Acres
 Classification: Neighborhood

This parcel is a large neighborhood park that has good open space and mature shade trees. The majority of the park is wooded with a clearly defined play area. The park has several unique and separate portions to it. The Deer Creek Trail runs along the east edge of the park. There is no off street parking, all use is walk up from the neighborhood.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Play structure: **0** Turf: **0**
 Play equipment: - Trees: **0**
 Picnic table: **0**
 Grills: -

RATING KEY

- +** Excellent Condition
- 0** Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: Nice mature trees in good size park. Interior walk connects amenities.

OPPORTUNITIES: Possible connection to Deer Creek Trail exists. There is a need for 3-5 year old play area to replace old equipment. Grills need accessible path.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **2**

There is an interior walk that connects some amenities and a curb cut at the street.

6. GENERAL NOTES

% Floodplain: **100%**
 Maintenance Schedule: **Weekly**
 Active/Passive: **Active**
 Trail Distance: **Hard .15 miles, Deer Creek Trail**

7. PHOTO INVENTORY:



Image 1:



Image 2:



Image 3:



Image 4:



FACILITY INVENTORY

Name of Site: Eastgate Park
Date Completed: 10/01/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

East of SE Rice Road on SE 7th Street

640 SE HACKBERRY DRIVE



2. GENERAL SITE DESCRIPTION:

Age: 1971

Size: .9

Classification: Neighborhood

Eastgate Park is a small neighborhood park that is adjacent to a low income apartment building complex. The park has few amenities and those show signs of abuse. The park is primarily open space that adjoins a wooded area to the north.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Play equipment: -
Basketball court: **0**
Turf: **0**

Trash cans: -
Benches: -
Tables: -

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

This park serves a depressed neighborhood that needs a quality park for outdoor activities. Could be made safe and secure to encourage activity.

OPPORTUNITIES:

There is only one trash can and no tables or benches. No interior walk system. Old play elements that are not accessible. There is a walk along the adjoining street.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **4**

No interior walk system.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **Active**

Trail Distance:

7. PHOTO INVENTORY:



Image 1: Play equipment that is old and disjoined.



Image 2: Play element that should be removed and replaced with a coordinated thought out play area.



Image 3: Remnants of play structure that is left after most of it was vandalized.



Image 4: Basketball court that is in decent shape, but could benefit from having the lines re-painted on it.



FACILITY INVENTORY

Name of Site: Edgewater Parkway Park
Date Completed: 10/15/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

North of SW Shunga drive along SW James and SW Edgewater terrace

2300 SW EDGEWATER TERRACE



2. GENERAL SITE DESCRIPTION:

Age: 1951
Size: 14.3 acres
Classification: Neighborhood

Edgewater Parkway Park is a large neighborhood park that is essentially greenspace that runs along either side of a drainage ditch. There are a couple of picnic tables but no other amenities to speak of. The park is a mix of wooded area along the waterway and open space. There a number of large specimen mature trees throughout the park.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

N/A

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Lots of nice mature shade trees throughout. Open space that would allow for group activities.

OPPORTUNITIES:

Park is made up of a series of disjointed parcels that are on either side of a drainage ditch.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: N/A

6. GENERAL NOTES:

% Floodplain: **50%**
Maintenance Schedule: **Weekly**
Active/Passive: **Active**
Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Open space that allows for group activities. Turf is in generally good shape.



Image 2: Large mature shade trees throughout the park provide for natural beauty as well as a comfortable spot on a hot summer day.



FACILITY INVENTORY

Name of Site: Edgewood Park
Date Completed: 9/12/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

North of SW 2nd Street and east of SW Edgewood

101 SW THE DRIVE



2. GENERAL SITE DESCRIPTION:

Age: 1915
Size: 6.1 acres
Classification: Neighborhood

Large neighborhood park in a residential area. The park has a good mix of open space, wooded areas and mature shade trees to provide comfort for park patrons. Good visibility to residents of the neighborhood and a good mix of amenities throughout the park.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Trees: 0	Tables: 0	Tennis courts: -
Turf: 0	Benches: 0	Basketball goal: 0
Play structure: +	Trash Cans: 0	
Play equipment: 0	Shelter: 0	

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Newer play structure with walk extended to it. Fall surface is in good shape. Benches in good shape and are accessible. Good mature shade trees.

OPPORTUNITIES:

Tennis courts are in bad shape and need to be considered for repurposing. Older play equipment is not accessible. Drinking fountain would add to park amenities. Open air shelter needs to have a new roof placed on it.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 2
Good accessible route to shelter and play structure.

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: **Weekly**
Active/Passive: **Active**
Trail Distance: **N/A**

7. PHOTO INVENTORY:



Image 1: Open air shelter that is in a good spot and a nice amenity. The roof needs replaced to make it look and perform better.



Image 2: Newer play structure with a proper fall surface and an accessible route to it.



Image 3: Sport courts that are in a state of disrepair. Surfaces need to be redone with a new coat of paint and lines.



Image 4: Older play equipment that should be replaced with newer equipment.



Image 5: North side of the park that has open green space for group activities.



Image 6: Interior portion of the park with mature shade trees.



FACILITY INVENTORY

Name of Site: Fairway Park
Date Completed: 10/20/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

North of SW 29th street, west of SW Topeka blvd

2711 SW TOPEKA BLVD



2. GENERAL SITE DESCRIPTION:

Age: 1944
Size: 3.4 acres
Classification: Undeveloped

This site is a linear greenspace along SW Topeka Blvd and SW Fairway Dr. The site has some mature shade trees on it and a landscaped bed at SW Topeka Blvd and SW 29th St. There are no other amenities on this site.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Trees: **0**
Turf: **0**
Landscape: **0**

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

High visibility, nice landscape at SW 29th and SW Topeka

OPPORTUNITIES:

There is a potential for expanding the landscape presence at this site. Auto irrigation would reduce labor.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **N/A**

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **Passive**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Open green space along SW 29th St.



Image 2: Median that separates SW Fairway Dr. from SW Topeka Blvd.



FACILITY INVENTORY

Name of Site: Family Park
Date Completed: 10/15/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

Corner of SW Urish and SW 21st street

6801 SW 21ST STREET

2. GENERAL SITE DESCRIPTION:

Age: 1956
Size: 80 acres
Classification: Community

This is a large tract of open space north of Cypress Ridge Golf Course. There is a control line airplane circle at the site with open space that allows for remote control airplane and kite flying. There is a fire station at the corner of the property.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Turf: 0 Trash cans: 0
Tables: -
Bleachers: -

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Line control airplane circle is a unique feature for a public park. Secondary grass circle with concrete flying pad is good.

OPPORTUNITIES:

Need to crack seal asphalt flying surface. Open area adjacent to Cypress Ridge Golf Course provides for lots of opportunities.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 4

Curb cut at street for off street parking, but no interior walks for access to flying circle.

6. GENERAL NOTES:

% Floodplain: 0

Maintenance Schedule: **As needed**

Active/Passive: **Active**

Trail Distance: 0

7. PHOTO INVENTORY:



Image 1: Memorial marker moved from the previous flying area at Gage Park to present location.



Image 2: Asphalt flying circle is newer asphalt but needs cracks sealed to maintain in good shape.



Image 3: Wide expanses of open area work well for remote controlled airplane and kites. All three groups have trouble co-habiting the same site.



FACILITY INVENTORY

Name of Site: Freedom Valley Park
Date Completed: 10/02/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

1400 SE LOCUST AVENUE



2. GENERAL SITE DESCRIPTION:

Age: 1980
Size: 31.6 acres
Classification: Community

Freedom Valley Park is a large park that is classified as a community park due to the total acres. The majority of the park is a storm water detention area for the adjacent Biddle Creek. There is a lot of terrain to the park that makes much of it unusable for typical park programming. There is an off road parking lot, basketball court and other amenities located at the park. It is somewhat hidden in an area that is not easily accessible by vehicle.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Play equipment: -	Tables: 0
Ball court: 0	Walk: 0
Fishing Pond and Dock: 0	Turf: 0
Benches: 0	Trees: 0

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Walk trail throughout that provides for physical activity. Fishing pond and accessible dock are a nice feature. BBQ grills are in good shape. Large open spaces dominate the parcel. Minimal beneficial quality trees are present on the site. The majority of the site is used as a water detention site in the event of high water on Biddle Creek.

OPPORTUNITIES:

Play equipment, benches, tables, drinking fountain, trash cans, etc are worn and faded. Walk system could be extended to other parts of the property. Basketball court would benefit from being repainted with lines clearly visible. New play equipment that is centrally located and on an accessible path would improve the play environment.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 4

Minimal connection of amenities, especially play equipment.

6. GENERAL NOTES:

% Floodplain: **80%**
Maintenance Schedule: **Weekly**
Active/Passive: **Active**
Trail Distance: **Hard .7 miles**

7. PHOTO INVENTORY:



Image 1: Walkway meanders from the top of the hill down to the pond at the bottom.



Image 2: Wide expanses of open space exist at the park. There is a lot of slope to the area so large group activities that can take place are limited.



Image 3: Accessible fishing dock is in good repair. Water level of the pond is down due to regional drought



Image 4: Pond is stocked by KDWP, however water levels have prohibited this from taking place for a while.



Image 5: Amenities on site are a mixed bag that does not portray a type or pattern.



Image 6: Play equipment is old and spread out throughout the upper parts of the park.



FACILITY INVENTORY

Name of Site: Garfield Park
 Date Completed: 9/30/2013
 Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

East of north Kansas Avenue, north of NE Soldier Street

1600 N KANSAS AVENUE



2. GENERAL SITE DESCRIPTION:

Age: 1907
 Size: 33.1 acres
 Classification: Community

Garfield Park is a community park that has a host of amenities for many user groups. The community center, pool and shelter house allow for extended visits by patrons. There is a good mix of open space for group activities and shaded areas with mature shade trees for patron comfort. The playground is relatively new but there are a number of other play elements that are quite old. The park is a North Topeka fixture and much loved by North Topeka residents.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Parking Lots: 0	Small Shelters: 0
Aquatic facility: +	War Memorial: 0
Play equipment east: -	Basket Ball Court: 0
Tables: 0/-	Gazebo: +
Individual Play components: 0/+	Play structure west: 0
Drinking Fountain: -	Enclosed shelter: +/0
Trees: 0	Turf: 0

RATING KEY

+ Excellent Condition
 0 Good Condition
 - Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Good open areas on park perimeter to all for passive activities. Pool and bath house are new and in good shape. Small shelters add variety and interest. Community Center creates a strong local connection to North Topeka. Gazebo and patio area north of community center are in good shape. Basketball court is in good shape accentuates indoor facility. Nice large park with many amenities to attract and keep patrons. Lots of mature trees that provide shade for patrons. Proximity to Soldier Creek trail is a plus.

OPPORTUNITIES:

Maintenance filling cracks in parking lot and park roads is needed. Play structure to the east should be removed. Lack of consistency in type / color of tables and benches. Play equipment ranges from tired to needing to be removed. Drinking fountain, while functional, is in disrepair and needs to be replaced. Many amenities are tired and need to be replaced. Interior walk system is incomplete. Extending would allow for better access through park. Lots of over head utilities, burying them would enhance the aesthetics of the park.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating:

6. GENERAL NOTES:

% Floodplain: **5%**

Maintenance Schedule: **Weekly**

Active/Passive: **Active**

Trail Distance: **.5 miles Soldier Trail**

7. PHOTO INVENTORY:



Image 1: Community Center building that gets a lot of use by residents for recreation programs.



Image 2: Open area with mature trees that provide shade. Gazebo and play equipment in the background.



Image 3: Basketball court north of the community center that is available for walk up use.



Image 4: Many of the play components are old and spread out through park.



Image 5: Roller slide that is fun but does not meet current standards. No fall surface or accessible route.



Image 6: Newer play area with accessible route and appropriate fall protection.



Image 7: Garfield shelter that can be rented by the public for private events is adjacent to the community center.



Image 8: Garfield Family Aquatic Center is a nearly new facility that is in good shape with modern aquatic center amenities.



FACILITY INVENTORY

Name of Site: Gateway Park
Date Completed: 9/30/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

North of west 1st Street at SW Topeka Blvd all four corners of the intersection of west 1st Street and SW Topeka Blvd



2. GENERAL SITE DESCRIPTION:

Age: 2008
Size: 4.5 acres
Classification: Community

Gateway Park is a large open space at the intersection of W. 1st St and SW Topeka Blvd. There is a parcel at each quadrant of the intersection with some landscape on the two north quadrants and small trees on all four quadrants.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Trees: 0
Turf: 0
Landscape: 0

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

This site is at the intersection of two busy streets and adjacent to an on ramp for I-70. The green space breaks up an otherwise industrial look.

OPPORTUNITIES:

Irrigation would allow for enhanced turf landscape. New trees are struggling.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: N/A

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: **Weekly**
Active/Passive: **Passive**
Trail Distance: 0

7. PHOTO INVENTORY:



Image 1: Open space that is adjacent to W 1st St.



Image 2: Public sidewalk that is on the site that goes along SW Topeka Blvd.



Image 3: Turf quality throughout the area is good, but could be better with enhanced cultural activities and

Image 4: Looking at west bound W 1st St at the busy intersection of SW Topeka Blvd and W 1st St.



FACILITY INVENTORY

Name of Site: Grant Bradbury Park
Date Completed: 10/22/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

North of SW 65th street, west of SW Westview road

1400 SW 65TH STREET



2. GENERAL SITE DESCRIPTION:

Age: 1971
Size: 77.3 acres
Classification: Specialty

This site is a nearly 80 acre tract of undeveloped native prairie with some woodlot. The site has been developed with some grass trails that allow for movement through the park.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Parking lot: **0**

RATING KEY

- +** Excellent Condition
- 0** Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Nearly 80 acres of native prairie with a wide biodiversity.

OPPORTUNITIES:

Interpretive signage is needed along the trails or at the parking lot. Improvements to the parking lot offer hikes with transportation for those with limited mobility.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **N/A**

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **As needed**

Active/Passive: **Active**

Trail Distance: **Soft 2 miles**

7. PHOTO INVENTORY:



Image 1: Open grassland. The site had hay cut on it in 2013, but is often burned.



Image 2: Open grassland with woodlot in the background.



FACILITY INVENTORY

Name of Site: Gwendolyn Brooks Park
Date Completed: 10/17/13
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

North of SW 37th Street, west of SW Topeka Blvd

3691 SW TOPEKA BLVD



2. GENERAL SITE DESCRIPTION:

Age: 1959
Size: 5 acres
Classification: Neighborhood

Large neighborhood park that is adjacent to two major roadways. The park itself is bisected by SW 37th Terr that acts as a cut through to SW 29th St. The park has a drainage ditch that runs through the SW portion of the park. There are a number of amenities in the park ranging from play equipment to a State of Kansas historical marker that denotes Topeka as the Capital city.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Play equipment: **0** Trash cans: **0/-**
Parking: **0** Turf: **0**
Benches: **0** Trees: **0**
Picnic tables: **0**

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Kansas historical marker. Nice sized parcel in a neighborhood. Good visibility from major road.

OPPORTUNITIES:

Park is disjointed with road splitting in half. Ditch running through it is getting deeper and wider. Play equipment is old and no accessible route to it. No walk in park.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **4**
No access to play equipment, benches or tables.

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: **Weekly**
Active/Passive: **Active**
Trail Distance: 0

7. PHOTO INVENTORY:

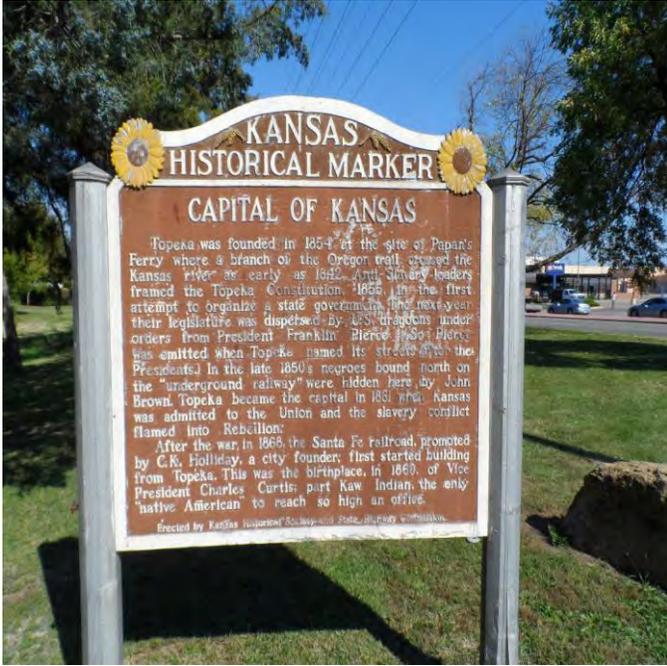


Image 1: Historical marker adjacent to Topeka Blvd and the parking lot of the park.



Image 2: Small bridge over the drainage ditch that runs through the park.



Image 3: Example of the play equipment that is old and outdated.



Image 4: Drainage ditch has cut away the stream bank and needs to be remediated to slow down runoff and improve erosion of the ditch.



FACILITY INVENTORY

Name of Site: Hillsdale Park
Date Completed: 10/01/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

Located at the intersection of SW Fairlawn Ave and SW Huntoon St

5201 SW HUNTOON ST



2. GENERAL SITE DESCRIPTION:

Age: 1952
Size: 5.5
Classification: Neighborhood

This is a medium sized neighborhood park that has a lot of open space, mature trees, a drainage ditch running through it and some good amenities. The site is located along two busy streets with residential neighborhoods to the south and east.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Play equipment: +/-	Benches: 0
Tables: +	Trees: 0
Drinking fountain: +	Grill: -

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Consistent color theme throughout the park. Good visibility into park from residents.

OPPORTUNITIES:

Link existing play areas with an accessible walk. Perimeter walk would make nice loop trail. Older play elements should be removed and replaced. Young child play area needed.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 2

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: **Weekly**
Active/Passive: **Active**
Trail Distance: 0

7. PHOTO INVENTORY:



Image 1: Small landscaped feature add to color of the site but add a high maintenance area with limited access to water.



Image 2: Play equipment is in good shape with an accessible route to it for accessibility.



Image 3: Nice mature trees provide shade for older play amenities. Older amenities do not meet current standards for play equipment.



Image 4: Large expanses of undeveloped open space provide space for group activities.



FACILITY INVENTORY

Name of Site: Home Park
Date Completed: 10/08/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

East of SW Atwood avenue, south of SW 35th street

3510 SW ATWOOD AVENUE



2. GENERAL SITE DESCRIPTION:

Age: 1967
Size: 7.8 acres
Classification: Neighborhood

Horne Park is a large neighborhood park in the midst of a large residential area. There are a number of amenities located throughout the park with open space for passive recreation opportunities. The park has a good mixture of trees and open space. The trees are in generally good shape but are not generally desired species.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Play equipment: 0	Play structure: +
Turf: 0	Benches: 0
Backstop: -	Tables: 0
Trees: 0	

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Play structure is new and in good shape. Good accessibility to table and play structure. Good tree cover that shades amenities.

OPPORTUNITIES:

Play equipment other than structure is well maintained but old and dated. New play equipment and a walk system would tie park together. No drinking fountain in park.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **3**

Main structure is accessible as well as a table. Majority of park is not.

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: **Weekly**
Active/Passive: **Active**
Trail Distance: 0

7. PHOTO INVENTORY:



Image 1: Old play structure that is dated and not accessible.



Image 2: Evidence of an abundance of use on the older play equipment,



Image 3: Newer play structure with an accessible route and safety surface.



Image 4: Merry-go-round that is popular but dated and not accessible.



FACILITY INVENTORY

Name of Site: Horseshoe Bend Park
Date Completed: 10/20/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

North of SE 43rd Terrace, west of SE Horseshoe Bend Drive

520 SE 43RD TERRACE



2. GENERAL SITE DESCRIPTION:

Age: 2009
Size: 5.8 acres
Classification: Neighborhood

Large neighborhood park in a developing neighborhood. The park has a pond with a walking trail and some new amenities. The neighborhood has seen development in the past and is showing signs of increased homebuilding at this time.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Trees: 0 Benches: 0
Turf: 0 Tables: 0
Playground: 0 Trash cans: 0

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Nice walk trail around pond provides for exercise opportunity to neighbors. Emerging neighborhood will have lots of kids. Nice amenities.

OPPORTUNITIES:

Need accessible route to playground and other amenities. Open air shelter would enhance park.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 4
Access to park and around pond but not to other amenities.

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: **Weekly**
Active/Passive: **Active**
Trail Distance: **Hard .28 miles**

7. PHOTO INVENTORY:



Image 1: New play structure that needs an improved safety surface and a walk to it.



Image 2: Small pond on the site is stocked by KDWPT as part of their Community Fisheries Assistance Program.



Image 3: The pond is a major focal point of the park.



Image 4: Walk trail around pond provides opportunity for park patrons to get out and walk.



FACILITY INVENTORY

Name of Site: Indian Hills Park
Date Completed: 10/15/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

South of SW 25th street, west of SW Stutley court

2528 SW STUTLEY COURT



2. GENERAL SITE DESCRIPTION:

Age: 1995
Size: .5 acres
Classification: Neighborhood

Indian Hills Park is a small neighborhood park in a cul-de-sac. The park cannot be seen from a roadway that carries neighborhood traffic. It can be accessed by the residential walk system; there is minimal parking for drive up access.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Turf: **0** Play equipment: **0/-**
Trees: **0**
Play structure: **0**

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Accessible from ramp on street. Walk to play structure provides for accessibility. Nice trees that will shade whole park in future.

OPPORTUNITIES:

No benches or tables in park. No safety surface for play ground.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **2**
Curb cut and route to play structure.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **Active**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Play structure that has an accessible route but not an accessible surface.



Image 2: Aged play equipment that does not meet current standards .



Image 3: Stand alone structure that does not meet current standards. An accessible swing would be a more



FACILITY INVENTORY

Name of Site: Jayhawk Park
Date Completed: 10/21/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

North of SE Lott street, east of SE Michigan avenue

1420 SE LOTT ST



2. GENERAL SITE DESCRIPTION:

Age: 1996
Size: .2 acres
Classification: Neighborhood

Small neighborhood park in a residential area. The park is in a low area with poor access from the street. There are a number of amenities in the park that are dated.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Trees: 0 Benches: 0
Turf: 0 Tables: 0
Play equipment: 0 BBQ grill: 0

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Accessible route to bench and table.

OPPORTUNITIES:

Swing set is only play equipment and looks well used. New play equipment would enhance park.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 3

Accessible route to bench and table. No accessible equipment. Grill not accessible.

6. GENERAL NOTES:

% Floodplain: 0

Maintenance Schedule: **Weekly**

Active/Passive: **Active**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Small open area with young trees that provide some shade.



Image 2: Walk from street provides access to the picnic table at the end of the walk.



Image 3: Play equipment shows signs of use but no walk or safety surface.



FACILITY INVENTORY

Name of Site: **Keyway Park I**
Date Completed: **9/30/2013**
Completed By: **Terry Bertels**



CONFLUENCE



1. SITE LOCATION:

North and south of Interstate 70 from SE 3rd Street to SE 10th Street

201 SE MADISON STREET



2. GENERAL SITE DESCRIPTION:

Age: 1968
Size: 1.9 acres
Classification: Specialty

Keyway Park is a series of small green spaces that are along I-70 through downtown Topeka. The spaces are intermittently spaced from SE 3rd to SE 10th on either side of the interstate.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

N/A

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Green space along I-70 on the east and west sides of the interstate, outside the fence between SE 4th and east of SE 10th Street.

OPPORTUNITIES:

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **N/A**

6. GENERAL NOTES:

% Floodplain: **0**
Maintenance Schedule: **Weekly**

Active/Passive: **Passive**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: This is the among the larger parcels that make up the Keyway Parks.



Image 2: Median strip b/w ornamental fence and public parking. Per acre maintenance cost is high.



Image 3: exit ramp from I-70 with a strip of right-of-way greenspace.



Image 4: Parcel at the top of the bank from the interstate.



FACILITY INVENTORY

Name of Site: Keyway Park II
Date Completed: 9/30/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

North and south of Interstate 70 from 3rd to SE 10th Street

301 SE MADISON STREET



2. GENERAL SITE DESCRIPTION:

Age: 1968
Size: 3.6 acres
Classification: Specialty

Keyway Park is a series of small green spaces that are along I-70 through downtown Topeka. The spaces are intermittently spaced from SE 3rd to SE 10th on either side of the interstate.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

N/A

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Green space along I-70 on the east and west sides of the interstate outside the fence. Between SE 3rd and east of SE 10th Street.

OPPORTUNITIES:

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: N/A

6. GENERAL NOTES:

% Floodplain: 0

Maintenance Schedule: **Weekly**

Active/Passive: **Passive**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Greenspace at the bottom of the elevated interstate near SE 3rd St.



Image 2: Greenspace adjacent to a public parking lot at the bottom of the slope up to the elevated interstate.



Image 3: Public sidewalk and greenspace that is across the street from the County Courthouse. High visibility area that is frequented by staff and the governing bodies of the City and County.



Image 4: Entrance ramp to I-70 at SE 4th St.



FACILITY INVENTORY

Name of Site: Lake Shawnee Golf Course
Date Completed: 9/30/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

North of se 45th street, west of se West Edge road

4141 SE WESTEDGE ROAD

2. GENERAL SITE DESCRIPTION:

Age:
Size: 190 acres
Classification: Specialty

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

OPPORTUNITIES:

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **N/A**

6. GENERAL NOTES:

% Floodplain: **0**
Maintenance Schedule: **Daily**
Active/Passive: **Active**
Trail Distance: **Hard 4.64 miles**

7. PHOTO INVENTORY:



Image 1:



Image 2:



Image 3:



FACILITY INVENTORY

Name of Site: Lake Shawnee Trail
Date Completed: 9/30/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

3137 SE 29TH STREET



2. GENERAL SITE DESCRIPTION:

Age:
Size: 7.2 miles
Classification: Trail (Hard)

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

OPPORTUNITIES:

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: N/A

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: **As needed**
Active/Passive: **Active**
Trail Distance: **Hard 7.2 miles**

7. PHOTO INVENTORY:



Image 1:



Image 2:



FACILITY INVENTORY

Name of Site: Lake Shore Parkway
Date Completed: 10/20/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

Traffic median between lanes of traffic

3300 SE LAKESHORE BLVD



2. GENERAL SITE DESCRIPTION:

Age:
Size: 3.4 acres
Classification: Undeveloped

This site is a traffic median that separates the lanes of SE Lakeshore Blvd. The median has minimal landscaping on it but does provide greenspace for the residences that line the boulevard. The predominant feature of the median is the high voltage electrical distribution lines that run the length of the median.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Traffic median between east/west lanes of traffic on Lake Shore Blvd.

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

OPPORTUNITIES:

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **N/B**

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: **Weekly**
Active/Passive: **Passive**
Trail Distance: 0

7. PHOTO INVENTORY:



Image 1:



Image 2:



FACILITY INVENTORY

Name of Site: Lakewood Park
Date Completed: 10/20/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

North of SE 25th Street, West of SE Lakewood Drive

2301 SE LAKEWOOD DRIVE



2. GENERAL SITE DESCRIPTION:

Age: **1910**

Size: **15.8 acres**

Classification: **Neighborhood**

Lakewood Park is a large neighborhood park with open space and large mature trees. There is an enclosed shelter located in Lakewood Park that has a small amount of old play equipment. There is very limited residential exposure at this location. The Landon Trail is located on the opposite side of Butcher Creek from Lakewood Park.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Trees: **0**

Shelter: **0**

Turf: **0**

Play equipment: -

RATING KEY

+ Excellent Condition

0 Good Condition

- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Shelter house is a nice addition. Proximity to the Landon Trail.

OPPORTUNITIES:

Play equipment is old and tired and needs replaced. No benches, tables or trash cans in park. Proximity of the Landon Trail could make Lakewood Park a trailhead if there was a way to get access to the trail.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **3**

Shelter is accessible from parking lot.

6. GENERAL NOTES:

% Floodplain: **95%**
Maintenance Schedule: **Weekly**
Active/Passive: **Active**
Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Enclosed shelter at Lakewood Park is available for rental for general public.



Image 2: Expansive open spaces with large mature trees highlight Lakewood Park.



FACILITY INVENTORY

Name of Site: Landon Trail
Date Completed: 9/30/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

From SE 15th Street to SE Sanneman Drive along Butcher Creek



2. GENERAL SITE DESCRIPTION:

Age:
Size: 4.5 Miles
Classification: Specialty

Landon Trail is a 4.75 multi-modal concrete trail that is part of the Rails to Trails program. The trail runs north and south from approximately SE 15th St to the south city limits. At that point the Kansas Rails to Trails Conservancy takes over and maintains the trail south of Topeka.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: Strong connecting north-south trail route. Connects to the Shunga Trail at Butcher Creek where there is a round-about. Connects to new trail at SE 45th that will someday connect to Lake Shawnee.

OPPORTUNITIES: Improve trail surface from SE 45th St to the city limits at SE 53rd St. Signage along the trail at street and trail intersections would be an added benefit.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating:

6. GENERAL NOTES:

% Floodplain: **90%**
Maintenance Schedule: **Monthly**
Active/Passive: **Active**
Trail Distance: **Hard 4.75 Miles**

7. PHOTO INVENTORY:



Image 1: Separated lanes of the trail at a road intersection.

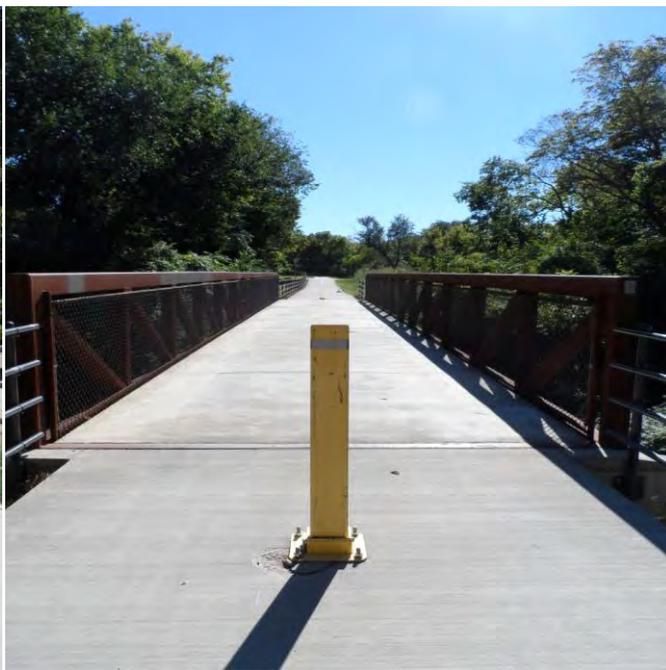


Image 2: Bridge over Shunga Creek near near USD 501 Service Center.



Image 3: Separated lanes near road intersection with bollard to restrict motor vehicle traffic.



Image 4: Trail near the north terminus at SE 17th St.



FACILITY INVENTORY

Name of Site: **Laurens Bay Park**
Date Completed: **10/15/2013**
Completed By: **Terry Bertels**



CONFLUENCE



1. SITE LOCATION:

South of SW 47th street, east of SW Vorse Street

4700 SW VORSE ROAD



2. GENERAL SITE DESCRIPTION:

Age: 2010
Size: 7.1 acres
Classification: Neighborhood

Lauren's Bay is a large neighborhood park that is still being developed. It is in a neighborhood that is still in the process of being developed. The park features a pond with a large water feature. The park ground itself had to be essentially cut out of a hillside. There is a residential walk system that gets you to the park but no interior walk system at this time. There is a new play structure and some tables and benches but all are in need of additional work to make them more useable.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Turf: **0/-** Benches: **0**
Trees: **0** Tables: **0**
Play structure: **0**
Pond: **0**

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Cohesive color scheme. Pond and waterfall are nice features to work off of. Park is in a developing neighborhood.

OPPORTUNITIES:

Need to plant some trees for future shade. Need to develop an internal walk system between amenities. Nice play structure. Needs surface and walk. Fishing dock would be nice addition. Needs sign and trash cans.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **4**
Curb cut at street for walk. No interior walks.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **Active**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: New play structure that needs an accessible route and proper fall protection.



Image 2: New bench that overlooks the small pond that is part of the park.



Image 3: Water feature at the park that adds to the ambience. Will take ongoing maintenance to keep looking nice and in good working order.



Image 4: Pond that is part of the CFAP program and stocked by KDWP. The addition of an accessible fishing dock and route would enhance the user experience.



FACILITY INVENTORY

Name of Site: Lindbloom Park
Date Completed: 9/30/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

South of SE 4th Street, West of SE Oak Bend Drive
3151 SE 45th Street



2. GENERAL SITE DESCRIPTION:

Age:
Size: **16.83 acres**
Classification: **Undeveloped**

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

OPPORTUNITIES:

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating:

6. GENERAL NOTES:

% Floodplain: **80%**
Maintenance Schedule: **As needed**
Active/Passive: **Passive**
Trail Distance: **0**

7. PHOTO INVENTORY:

Image 1:

Image 2:



FACILITY INVENTORY

Name of Site: Major Palm Park
Date Completed: 10/14/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

South of SW 37th street, west of SW Mulvane street

1815 SW 37TH STREET



2. GENERAL SITE DESCRIPTION:

Age: 1960
Size: 15.1 acres
Classification: Community

Major Palm Park sits back from the roadway and is not visible from the street. There are apartment complexes on the east and west with some residential to the north and an interstate highway to the south. The park is essentially split by a drainage ditch with all the amenities located on the north side of the ditch. The south side of the park has been discussed as a good area for a dog park. There is a good mix of open space with shade trees throughout the park.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Monument: +/0	Trees: 0
Restrooms: 0/-	Tables: 0
Turf: 0	Benches: 0
Play equipment: 0/-	Drinking Fountain: 0
Ball Diamond: 0	

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Multiple opportunities for park patron to participate in a variety of activities. Nice sized park with mature shade trees. Restrooms allow for longer patron visits. Existing drinking fountain and parking lot are in good shape.

OPPORTUNITIES:

Ball diamond needs a total renovation. Tables, benches, cans are different types and colors. Play equipment is old and tired. Need to crack seal parking lot.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **3**

Exterior of restrooms, drinking fountain, bleacher pad accessible the rest of facilities are not.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **Active**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Memorial plaque at the park entrance honoring the namesake of the park.



Image 2: Existing swing set that does not have an accessible route or surface.



Image 3: Softball diamond at the park that is functional but needs some updating to make more usable.



FACILITY INVENTORY

Name of Site: **Matthews Park**
Date Completed: **10/17/2013**
Completed By: **Terry Bertels**



CONFLUENCE



1. SITE LOCATION:

South of SE 37th Street, West of SE California Avenue

3723 SE COLORADO



2. GENERAL SITE DESCRIPTION:

Age: **1953**
Size: **12.8 acres**
Classification: **Undeveloped**

This is a large undeveloped parcel of ground that is managed as a natural area. There are mowed trails throughout the parcel that provide for walking exercise. The residential to the north is limited; however residential development is coming towards the park from the south.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Parking: **0**

RATING KEY

- +** Excellent Condition
- 0** Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Natural area with mowed soft trail. Good sized parcel that has development moving towards it from the south.

OPPORTUNITIES:

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **N/A**

6. GENERAL NOTES:

% Floodplain: **0**
Maintenance Schedule: **As needed**
Active/Passive: **Active**
Trail Distance: **Soft .5 miles**

7. PHOTO INVENTORY:



Image 1: Expansive open area with mowed soft trails throughout the parcel.



Image 2: Mowed areas that are adjacent to houses to soften the transition from natural area to residential area.



FACILITY INVENTORY

Name of Site: Meadowood Park
Date Completed: 9/30/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

North of NW Lyman Road, east of NW Vail Avenue

1850 NW LYMAN ROAD



2. GENERAL SITE DESCRIPTION:

Age: 1989
Size: 3 acres
Classification: Neighborhood

Meadowood Park is a neighborhood park with open turf areas as the predominant feature. The park is adjacent to a trailer park that presumably provides most of the patron. The park has a small play structure and few other amenities.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Trees: 0
Turf: 0
Play Structure: 0
Play components: 0

Table: 0
Walk: 0

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Picnic table is on a pad with an accessible route. Decent play equipment but not accessible.

OPPORTUNITIES:

No trash cans, only one table. Poor drainage throughout park. No safety surface on accessible path and swings. Path to play structure and top tier is not accessible due to lip at end of walk. Walk to trailer court would allow for ease of access.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 3

Walk to facility from Lyman Road but not from trailer court. Lip at play structure to platform limits accessibility. Picnic table is not accessible.

6. GENERAL NOTES:

% Floodplain: 0

Maintenance Schedule: **Weekly**

Active/Passive: **Active**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Open area along NW Lyman road with younger shade trees.



Image 2: Picnic table on pad with a path but not an accessible route.



Image 3: Small play structure at the park that is on an accessible route. Structure and surface are in decline.



Image 4: Barbecue grills show little signs of use. They are not on an accessible route and do not have ash



FACILITY INVENTORY

Name of Site: Medford Park
Date Completed: 10/01/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

North of SW 8th Ave at SW Medford Ave

740 SW MEDFORD AVENUE



2. GENERAL SITE DESCRIPTION:

Age: 1967
Size: .6
Classification: Neighborhood

Medford Park is a very small neighborhood park that has few amenities. The park is located in a good stable neighborhood. Ward-Martin Creek runs along the east boundary of the park.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Perimeter walk: **0**
Picnic table (1): **0**
Play equipment, swings and merry-go-round: **0**

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Corner lot location. Good visibility from residences.

OPPORTUNITIES:

Needs 1-2 trash cans. New play structure would add to park. Existing play equipment is old and tired. Not accessible. Walk up or street parking.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **4**

6. GENERAL NOTES:

% Floodplain: **100%**
Maintenance Schedule: **Weekly**

Active/Passive: **Active**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Old and dated play equipment needs to be replaced with a modern play structure.



Image 2: Lack of route to tables and other features of the park make it inaccessible to individuals with limited mobility.



FACILITY INVENTORY

Name of Site: Nana's Park
Date Completed: 9/30/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

South of SE 37th, East of SE California avenue

SE 37TH AND SE CALIFORNIA AVENUE



2. GENERAL SITE DESCRIPTION:

Age:
Size: 1.8 acres
Classification: Neighborhood
Small neighborhood park with a small parking lot and a nice mix of amenities. Situated at the corner of two busy streets the park has a significant residential exposure to the south and east. Off street parking makes it more usable to families from furthest reaches of the neighborhood.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Playground: **0** Turf: **0**
Benches: **0** Trees: **0**
Table: **+** Parking: **0**
Trash cans: **0**

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Off street parking with asphalt lot. Playground equipment is in good shape. Interior walk allows for access to amenities.

OPPORTUNITIES:

Benches are not at a comfortable height for patrons. Wood chip surface could be improved with a rubber surface.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **3**
Good access through park. Limited by fall surface at play structure.

6. GENERAL NOTES:

% Floodplain: **0**
Maintenance Schedule: **Weekly**
Active/Passive: **Active**
Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1:



Image 2:



Image 3:



FACILITY INVENTORY

Name of Site: Oak Parkway Park
Date Completed: 10/15/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

South of SW 29th street, west of SW Randolph

2915 SW RANDOLPH



2. GENERAL SITE DESCRIPTION:

Age: 1960
Size: 3.3 acres
Classification: Neighborhood

Oak Parkway Park is a small linear park at the corner of SW 29th St and SW Randolph Ave. The predominant characteristic of the park is that it has a connection to the Shunga Trail located here. The park runs along the south branch of the Shunganunga Creek and has a good mix of shaded woodland and open space.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Play equipment: -

RATING KEY

- +** Excellent Condition
- 0** Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

This park is essentially a green space at the intersection of two roads. There is a connection to the Shunga Trail that exists at this park with an underpass under SW 29th St.

OPPORTUNITIES: Enhanced signage to denote the Shunga Trail connection would enhance the park. New play equipment and an accessible route would enhance use.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: N/A

6. GENERAL NOTES:

% Floodplain: **100%**
Maintenance Schedule: **Weekly**
Active/Passive: **Active**
Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Single play structure in the park is not accessible and does not have an approved safety surface.



Image 2: Mature shade trees that are adjacent to the South Branch of the Shunganunga Park.



Image 3: View down SW Randolph showing the existing greenspace that makes up the majority of the park.



FACILITY INVENTORY

Name of Site: **Oakland Billard Park**
 Date Completed: **10/01/2013**
 Completed By: **Terry Bertels**



CONFLUENCE



1. SITE LOCATION:

North of NE Sardou Avenue, west of NE Poplar Street

2000 NE SARDOU AVENUE



2. GENERAL SITE DESCRIPTION:

Age: 1957
 Size: 41.2 acres
 Classification: Community

Oakland Billard Park is a community park with a community center, pool, ball diamonds, walking trail, skate park and other amenities that one would expect in a community park. The park serves the Oakland community of Topeka and is very popular and beloved by residents of the community.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Play equipment 1: +	Tables: 0	Turf: 0
Play equipment 2: 0	Restrooms: 0	Trees: 0
Play components: 0	Skate park: 0	Landscape: 0
Benches: +	Aquatic facility: -	

RATING KEY

+ Excellent Condition
 0 Good Condition
 - Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Large Park with lots of amenities. Ball fields are tired. Nice walk system through park. There are many nice mature shade trees that are located in the park. The skate park is a nice amenity that is heavily used.

OPPORTUNITIES:

Need to update or remove play equipment east of center. Ball fields need renovation to bring up to date. Aquatic facility is old and beyond useful life span.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **3**

Good walk system through park linking amenities. Play equipment is not accessible.

6. GENERAL NOTES:

% Floodplain: **0**
 Maintenance Schedule: **Weekly**
 Active/Passive: **Active**
 Trail Distance: **Hard 1.1 miles**

7. PHOTO INVENTORY:



Image 1:



Image 2:



Image 3:



FACILITY INVENTORY

Name of Site: **Oakley Circles**
Date Completed: **9/9/2013**
Completed By: **Terry Bertels**



CONFLUENCE



1. SITE LOCATION:

Various parcels located around SW 20th Ave and SW Oakley Ave

2000 SW OAKLEY AVE



2. GENERAL SITE DESCRIPTION:

Age: 1971
Size: .75
Classification: Undeveloped

Oakley Circles is a series of traffic islands dotted throughout the area. The parcels are all small in size and have no amenities other than trees and turf.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

No facilities or amenities.
Turf: **0**
Trees: **0**

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Provides green space at intersection.

OPPORTUNITIES:

Irrigation would allow for improved turf quality. Low spots need filled and stumps need to be removed at SW 20th and SW Westwood.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **N/A**

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: **Weekly**
Active/Passive: **Passive**
Trail Distance: 0

7. PHOTO INVENTORY:



Image 1: One of several medians at SW 20th and SW Birchwood.

Image 2: Green space and trees breaks up the intersection providing a visual respite.

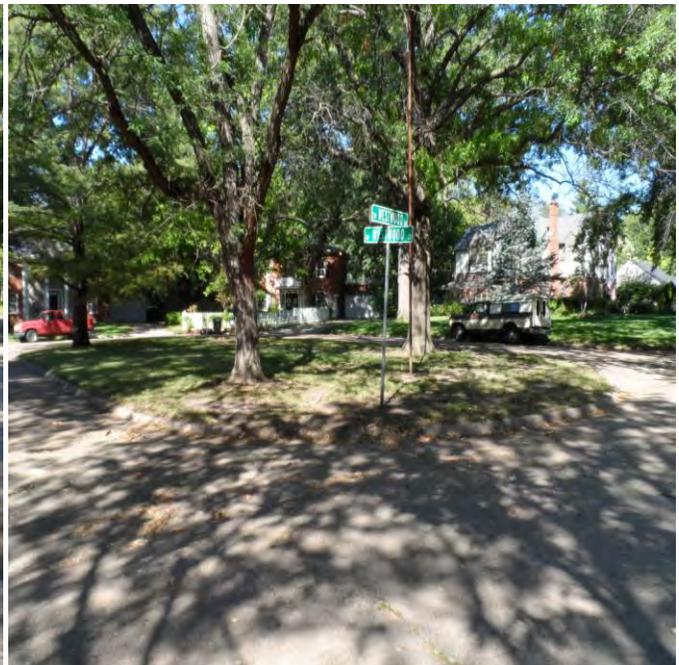


Image 3: Small traffic circle at SW 20th and SW Westwood.

Image 4: Cul-de-sac at SW Westwood Dr and SW Westwood circle.



FACILITY INVENTORY

Name of Site: **Oakwood Hills Park**
Date Completed: **10/17/2013**
Completed By: **Terry Bertels**



CONFLUENCE



1. SITE LOCATION:

North of SE 42nd Street, West of SE Adams street

4201 SE ADAMS STREET



2. GENERAL SITE DESCRIPTION:

Age: 1977
Size: 2.2 acres
Classification: Neighborhood

Small neighborhood park across SE Adams from a trailer court. The park has limited amenities. The experience could be enhanced with the addition of new play equipment and benches and tables. The predominant feature of the site is open space.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Play equipment: **0/-**
Parking lot: **0**
Turf: **0**
Trees: **0**

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Good immature trees near parking lot and play equipment. Good open space for group activities. Asphalt parking lot.

OPPORTUNITIES:

Backstop is in bad shape and needs repair. Play equipment is old with no walk to it. No walk throughout park. No tables or benches.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **4**
No access to play equipment.

6. GENERAL NOTES:

% Floodplain: **0**
Maintenance Schedule: **Weekly**
Active/Passive: **Active**
Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1:



Image 2:



FACILITY INVENTORY

Name of Site: **Pinecrest Park**
 Date Completed: **10/22/13**
 Completed By: **Terry Bertels**



CONFLUENCE



1. SITE LOCATION:

North of SE Pinecrest Drive, West of SE Indiana Avenue

1230 SE PINECREST DRIVE



2. GENERAL SITE DESCRIPTION:

Age: 1951
 Size: .9 acres
 Classification: Neighborhood

Small neighborhood park in the middle of a residential neighborhood. The park has good visibility from across SE Pinecrest Drive. Homes to the north of the park back up to the park. The park has dated amenities that should be updated to make the park more attractive to area patrons.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Trees: **0**
 Turf: **0**
 Play equipment: **0/-**

RATING KEY

- +** Excellent Condition
- 0** Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Nice group of bald cypress trees that provide shade. Good visibility to park from homes across street.

OPPORTUNITIES:

Play equipment is old and tired. New structure with an accessible walk and matching tables, benches and trash cans would be great.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **5**
 No accessible route to play equipment.

6. GENERAL NOTES:

% Floodplain: **0**
 Maintenance Schedule: **Weekly**
 Active/Passive: **Active**
 Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1:



Image 2:

Image 2:



FACILITY INVENTORY

Name of Site: Potwin Islands
Date Completed: 9/30/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

West 1st; SW 2nd; SW 3rd; at SW Woodland
West 1st; SW 2nd; SW 3rd; at Greenwood



2. GENERAL SITE DESCRIPTION:

Age: 1899
Size: 2 acres
Classification: Neighborhood

Potwin islands are a series of traffic islands that are in the road intersections of the Potwin neighborhood. Each island has mature trees, electrical service, water, bench and signage.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Trees: 0/-
Turf: 0/-
Landscape: 0/-
Signage: 0/-

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

The Potwin Islands provide excellent neighborhood character. There is a strong connection with the islands from the residents of Potwin.

OPPORTUNITIES:

There is a general neglected look to the islands that is likely inherent in the priority given to their care by the parks division and the inability of the neighborhood to pick up the slack. With sufficient funds and manpower these islands could be a focal point of the neighborhood.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: N/A

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: **Weekly**
Active/Passive: **Active**
Trail Distance: 0

7. PHOTO INVENTORY:



Image 1: Stone curbs match the curbs along the streets of Potwin.



Image 2: Most of the islands show damage from cars driving into them. Turf quality is fair.



Image 3: Each island has a curb cut with a brick sidewalk to the interior of the island.



Image 4: Smaller island at the end of a street at SW Willow.



Image 5: Some of the islands show deterioration of the stone curb. Others have recently had their stone curbs repaired.



Image 6: Another island at SW Willow with a slightly different configuration.



Image 7: Island on NW Grove. The islands on NW Grove have a half moon appearance to them.



Image 8: Island on a main road in Potwin with concrete curbs that do not match the stone of the majority of the islands. Nice mature shade trees on many islands.



Image 9: Half moon island on NW Grove with concrete curbs.



Image 10: Half moon island on NW Grove with no trees but stone curbs. Tree on this island was killed by a gas leak and not replaced.



FACILITY INVENTORY

Name of Site: **Rice Park**
 Date Completed: **10/01/2013**
 Completed By: **Terry Bertels**



CONFLUENCE



1. SITE LOCATION:

North of SE 6th Avenue, East of SE Norwood Street

520 SE NORWOOD STREET



2. GENERAL SITE DESCRIPTION:

Age: 1965
 Size: 16.5 acres
 Classification: Community

Rice Park is a community park on the east edge of Topeka. Rice has a community center that operates primarily as a senior center. Rice features a nine hole disc golf course, basketball court, open air shelter and play equipment.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Tables: 0	Play structure: +	Trees: 0
Shelter: +	Disc Golf: +	Basketball court: 0
Grill (Big): 0	Landscape: 0	
Grill (small): -	Turf: 0	

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: A nine hole disc golf course is located on both sides of the existing drainage ditch. There are tees and baskets features around the tree line. There are small natural areas throughout the disc golf course. The presence of the Community Center allows for the possibility of long term visits at the park. Good play equipment and open air shelter that are in close proximity to the center and each other.

OPPORTUNITIES: Need benches and additional tables for patrons. Additional trash cans. Park is hidden behind homes and hard to find.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **3**

6. GENERAL NOTES:

% Floodplain: **0**
 Maintenance Schedule: **Weekly**
 Active/Passive: **Active**
 Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Rice Community Center. This center hosts part-time recreational programming and is the site for the East Topeka Senior Center.



Image 2: Park features an accessible open air shelter with tables.



Image 3: Playground structure that is just outside the community center. The structure has an accessible walk to it and a rubber mat safety surface below it.



Image 4: Large bbq grill adjacent to the open air shelter.



Image 5: Rice Park has a nine hole disc golf course on the grounds. The holes have natural areas adjacent to them that create additional challenges to the disc golfer.



FACILITY INVENTORY

Name of Site: Ripley Park
 Date Completed: 10/01/2013
 Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

South of SE 2nd Street, East of SE Lawrence street

300 SE LAWRENCE STREET



2. GENERAL SITE DESCRIPTION:

Age: 1916
 Size: 19.06 acres
 Classification: Community

Ripley Park is a community park in east Topeka that was damaged in the 1966 Topeka tornado. At one time Ripley had a community center and a pool. Ripley Park now has clusters of play equipment and sport courts that are largely in disrepair. The relative remoteness of the park and nearby low income housing makes for a large amount of vandalism. The park does have a large open air shelter and restrooms.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Picnic tables: -/+	Restrooms: +
Grills (big & small): 0	Basketball courts: -
Parking lot: 0	Turf: 0
Play equipment: 0	Trees: 0

RATING KEY

+ Excellent Condition
 0 Good Condition
 - Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: Lots of nice mature shade trees. Nice interior walk. Lots of picnic tables. Good sized park system.

OPPORTUNITIES: Many picnic tables in bad shape. Shelter needs a new roof and a coat of paint, wood repair. Play equipment is tired. Some components are accessible. Court surfaces are in bad shape and choked with weeds.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 3
 Good walk system through park connecting some, but not all amenities.

6. GENERAL NOTES:

% Floodplain: 0
 Maintenance Schedule: **Weekly**
 Active/Passive: **Active**
 Trail Distance: 0

7. PHOTO INVENTORY:



Image 1:



Image 2:



FACILITY INVENTORY

Name of Site: River Front Park
Date Completed: 9/30/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

South of NW Curtis, West of NW Topeka blvd

300 NW CURTIS



2. GENERAL SITE DESCRIPTION:

Age: 2011
Size: 5 acres
Classification: Undeveloped

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

N/A

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: Proximity to river makes for premium park opportunity. Parks Division shop facilities are located at this location and help meet the needs of the Parks and Recreation Department.

OPPORTUNITIES: Much talk over the years to develop the river front for public activity. Topeka Bridge provides striking impact for park.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: N/A

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: **Weekly**
Active/Passive: **Passive**
Trail Distance: 0

7. PHOTO INVENTORY:



Image 1:



FACILITY INVENTORY

Name of Site: Riverside ATV Park
Date Completed: 9/30/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

1599 NE Chester Ave



2. GENERAL SITE DESCRIPTION:

Age: 1952

Size: 100 acres

Classification: Specialty

Riverside ATV Park is a large specialty park that is dedicated solely to off road trail riding for motorcycles and all terrain vehicles. There are a number of trails present at the site that allow for these types of vehicles to be used. The site is a mix of open area and trees and is adjacent to the Kansas River.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Signage: -

Trails: -

Trashcans: -

RATING KEY

+ Excellent Condition

0 Good Condition

- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: Very few sites like this exist in the area. The actual site is relatively removed from residential areas.

OPPORTUNITIES: Development of a parking lot off of the roadway would alleviate some of the problems with the site and patrons driving their off road vehicles to the site or parking a vehicle and trailer on the road. Trails need to be better defined and managed. Need to better manage conflict b/w patrons and the adjacent property owners. Need to develop an ATV loading and unloading area.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 5

6. GENERAL NOTES:

% Floodplain: 100%

Maintenance Schedule: As Needed

Active/Passive: Active

Trail Distance:

7. PHOTO INVENTORY:

Image 1:

Image 2:



FACILITY INVENTORY

Name of Site: Romig Park
Date Completed: 10/15/2013
Completed By: Terry Bertels



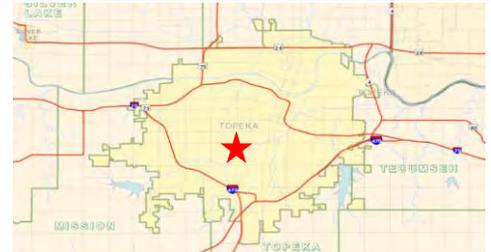
CONFLUENCE



1. SITE LOCATION:

South of sw 21st street, west of SW Randolph drive

3001 SW 21ST STREET



2. GENERAL SITE DESCRIPTION:

Age: 1972
Size: 3.8 acres
Classification: Neighborhood

Romig Park is a small neighborhood park that was given to the PR Department by the National Park Service as a part of the Federal Lands to Parks Program. It is a generally undeveloped parcel with a few old play elements and benches. There are a few shade trees located throughout the parcel.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Benches: **0**
Playground equipment: **0/-**

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Green space that runs along a busy road, serves to break up the landscape. Parcel is part of the National Park Service, Federal Lands to Parks Program.

OPPORTUNITIES:

Landscaping along road would add to visual impact. No definition between park and adjoining space exists.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **5 N/A**

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: **Weekly**
Active/Passive: **Active**
Trail Distance: 0

7. PHOTO INVENTORY:



Image 1: Open space that can be used for a variety of recreational uses.



Image 2: One of several pieces of play equipment that are aged and in need of replacement.



FACILITY INVENTORY

Name of Site: Samuel Jackson Park
Date Completed: 10/02/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

North of SE 10th Avenue, East of SE Chandler

1220 SE 10TH AVENUE



2. GENERAL SITE DESCRIPTION:

Age: 1920

Size: 2.6 acres

Classification: Neighborhood

Samuel Jackson is a neighborhood park in east Topeka. The park is a triangular park between SE 8th and SE 10th St. SE 10 St carries a lot of traffic daily. The park features a community center, spray park, and play ground. The park has many mature shade trees that provide comfortable conditions for park patrons during the summer months.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Play structure: + Tables: 0
Play components: 0 Trees: 0
Spray Park: + Turf: 0
Benches: 0

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: Interior walks tie many elements together. Mature trees provide for shade. The spray park is a neighborhood draw for the park. The play equipment is newer and in relatively good shape.

OPPORTUNITIES: Drinking fountain in park is needed. Better and colorful trash cans will tie colors together. Depending on what happens with the community center at the park, restrooms may be needed for the spray park. Some of the older play elements should be removed and replaced with new.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 4

Most amenities tied together. Play equipment is accessible.

6. GENERAL NOTES:

% Floodplain: 100%

Maintenance Schedule: Weekly

Active/Passive: Active

Trail Distance:

7. PHOTO INVENTORY:



Image 1: Spray park that is located north and east of Abbott Community Center.



Image 2: Example of older play equipment that is present in the park.



Image 3: Newer play structure that is available for use.



Image 4: Play equipment that is available for younger kids that lacks an accessible route and surface.



FACILITY INVENTORY

Name of Site: Santa Fe Park
 Date Completed: 10/07/2013
 Completed By: Terry Bertels



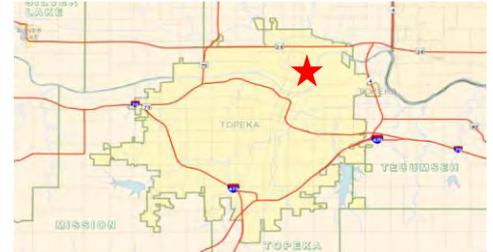
CONFLUENCE



1. SITE LOCATION:

North of NE Division Road, East of NE River Road

1500 NE DIVISION ROAD



2. GENERAL SITE DESCRIPTION:

Age: 1955
 Size: 12.2 acres
 Classification: Neighborhood

Santa Fe Park is a large neighborhood park with off street parking for the two ball diamonds and play area. The north portion is primarily open space that can be used for group activities, while the south portion has a good number of shade trees around picnic tables and play equipment. The park has an interior walk system that connects many of the amenities and connects the park with Oakland Billard Park.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Walk system: +	Basketball Court: -	Play structure: +
Drinking Fountains(s): +	Trash cans: 0	Play equipment: 0
Ball diamonds: 0	Tables: +	Horseshoes: -
Benches: 0	Parking: 0	
Soccer Field: 0	Grill: 0	

RATING KEY

+ Excellent Condition
 0 Good Condition
 - Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: Walk system makes the entire park accessible. The walk system creates a nice walk for the neighborhood to use for exercise. Tables are the same throughout and in good shape. Nice play structure with much graffiti clean-up.

OPPORTUNITIES: Ball diamonds and basketball courts are tired and in need of a renovation. Horseshoe courts need to go away or be refined. Trash cans are in bad shape. Parking lot is a good size but needs crack sealing.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 1
 Walk around and through the park makes for good access.

6. GENERAL NOTES:

% Floodplain: 100%
 Maintenance Schedule: Weekly
 Active/Passive: Active
 Trail Distance: Hard .95 miles

7. PHOTO INVENTORY:



Image 1: One of two ball fields present in the park. Generally in good shape but updating of materials would help enhance usability.



Image 2: Basketball court that was converted from a tennis court. The court is in need of a resurfacing job.



Image 3: Newer play structure that is in good shape with an accessible route and surface.



FACILITY INVENTORY

Name of Site: Seabrook Park
Date Completed: 10/9/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

South of sw 25th street, west of SW gage blvd

2501 SW GAGE BLVD



2. GENERAL SITE DESCRIPTION:

Age: 1952
Size: 3.2 acres
Classification: Neighborhood

Seabrook Park is a neighborhood park that is located on SW Gage Blvd. The park is primarily open space with some shade trees throughout. There is some old play equipment scattered throughout the park. There is no off street parking and no interior walk system.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Turf: 0	Benches: -
Trees: 0	Trash cans: -
Play equipment: 0	Backstop: 0
Tables: -	

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Good mature trees in mix of species. Good open space for recreational activities.

OPPORTUNITIES:

No tables, benches or trash cans in park. Perimeter and interior walk system would open up park. New play structure and drinking fountain would enhance experience.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 4

Walk along SW Gage is accessible with curb cuts. No interior walks.

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: **Weekly**
Active/Passive: **Active**
Trail Distance: 0

7. PHOTO INVENTORY:



Image 1: Open space amid mature trees. Turf quality is fair to good.



Image 2: Sand diggers that are very popular but messy and difficult to maintain.



FACILITY INVENTORY

Name of Site: Seward Avenue Boat Ramp
Date Completed: 10/03/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

North of NE Seward Avenue, East of NE Kincaid Road

4400 NE SEWARD AVENUE



2. GENERAL SITE DESCRIPTION:

Age: 1989
Size: 2 acres
Classification: Specialty

Seward Ave boat ramp is a specialty area at NE Seward Ave on the Kansas River. The boat ramp provides water craft access to the Kansas River. The area has a gravel parking lot and a concrete boat ramp.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

There are no amenities at this site other than the boat ramp itself.

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: One of a few public access points to the Kansas River.

OPPORTUNITIES: Amenities like benches, tables and trash cans are lacking. Signage indication river use safety and park rules would be a nice added touch.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **3**

6. GENERAL NOTES:

% Floodplain: **100%**
Maintenance Schedule: **As needed**
Active/Passive: **Active**
Trail Distance:

7. PHOTO INVENTORY:



Image 1: Existing boat ramp that extends to the Kansas River.



Image 2: Existing asphalt chip parking lot that serves the facility.



FACILITY INVENTORY

Name of Site: Shawnee North Community Park
 Date Completed: 9/30/2013
 Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

North of NE 43rd Street, East of North Kansas Avenue

300 NE 43RD STREET



2. GENERAL SITE DESCRIPTION:

Age: 1920
 Size: 69.9 acres
 Classification: Community

Shawnee North Community Park is a 70 acre park complete with ball diamonds, tennis courts, community center, large aquatic facility, nature trail and many other amenities. The park is located north of Topeka on NE 43rd St. The many amenities make it a popular destination park for folks from Shawnee County and nearby Jefferson County. The park is the site of the former Shawnee County Poor Farm.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Signage: 0	Drinking fountain: 0	Play structure: 0
Tennis courts (s): 0	Landscape: +/0	Benches: 0
Youth Soccer: +	Turf: 0	Tables: 0
Sand Volleyball: 0	Trees: 0	Trash cans: 0
Ball Diamonds: +/0	Concession/Restrooms: 0	Aquatic facility: +
Community Center: 0/-	Shelter: +	Nature Trail: 0

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: Ball diamonds (4) are in generally good shape. Landscape elements throughout are good. Aquatic facility is a strong feature of park. There is an abundance of open space for passive activity and soccer. Good parking that meets the need is available at the site.

OPPORTUNITIES: Tennis courts are in need of resurfacing. Mix of colors and styles of benches, tables and trash cans. Needs remedied. Parking lots need to have cracks sealed. Community center has an aged grace to it but needs exterior remodeling including renovation or removal of the porch. The addition of a gym would greatly enhance the usability of the facility. Lack of access to sanitary sewer requires the use of a lagoon, aquatic facility holding pond and dumping of pool water into adjacent creek. Improvements to nature trail would make it much more user friendly. Addition of a perimeter walk around park would be a great asset.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating:
 No elevator in community center.

6. GENERAL NOTES:

% Floodplain: **33%**
Maintenance Schedule: **Weekly**
Active/Passive: **Active**
Trail Distance: **Soft 2.5 miles**

7. PHOTO INVENTORY:



Image 1: Existing tennis courts that are in good shape at the present. A new surface will be needed in the near future.



Image 2: Existing youth soccer fields on the site of the old pool. Turf is in good shape for athletic use.



Image 3: Sand volleyball courts.



Image 4: One of four ball fields that host youth and adult baseball and softball.



Image 5: Existing play structure that is in good shape. Accessible route with a combination wood chip and mulch.



Image 6: Shawnee North Aquatic Facility, the premier aquatic facility in the park system.



Image 7: Open air shelter that is available for reservation. Adjacent to the aquatic facility.



Image 8: Nature trail that is part of a 2.5 mile trail system in Shawnee County North Community Park.



FACILITY INVENTORY

Name of Site: Shimer Park
Date Completed: 10/07/2013
Completed By: Terry Bertels



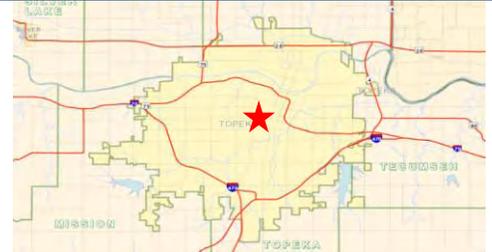
CONFLUENCE



1. SITE LOCATION:

South of SW 20th Street, West of South Kansas Avenue

2037 S KANSAS AVENUE



2. GENERAL SITE DESCRIPTION:

Age: 1909
Size: 1.7 acres
Classification: Neighborhood

This is a small neighborhood park with just a few amenities. The primary feature of this park is a connection to the Shunga Trail at this location.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

BBQ Grill: 0 Drinking Fountain: +
Table: 0 Trees: 0
Play Equipment: 0 Turf: 0

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: Adjacent to the Shunga Trail, high visibility to South Kansas Avenue. Good tree cover providing shade.

OPPORTUNITIES: Little connection between amenities. A small concrete connection is needed between Shunga Trail and SW 20th Street. No benches. Bench on trail would be good. Play equipment is minimal and tired.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 4
Little connectivity between amenities.

6. GENERAL NOTES:

% Floodplain: 100%
Maintenance Schedule: **Weekly**
Active/Passive: **Active**
Trail Distance: 0

7. PHOTO INVENTORY:



Image 1: Outdated play equipment that is on the site. No accessible route or surface.



Image 2: Open space in Shimer Park that is adjacent to the Shunga Trail.



FACILITY INVENTORY

Name of Site: Shunga Parkway Park
Date Completed: 10/22/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

South of SW Shunga Drive, West of SW Washburn drive

2501 SW WASHBURN AVENUE



2. GENERAL SITE DESCRIPTION:

Age: 1943
Size: 14 acres
Classification: Community

Linear community park that follows the Shunga Creek. This parcel has a mix of open space and large mature shade trees. The Shunga Trail runs along this park.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Playground: +
Trees: 0
Turf: 0
Trash cans: 0
Benches: +
Tables: 0

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: Good visibility to the park from residents across the street on SW Shunga. There is a newer play structure that is accessible from the trail but not the street. The Shunga Trail runs along the park and brings a lot of activity to the park. Good mix of quality shade trees throughout the park. There are a lot of benches for seating as you go along the trail.

OPPORTUNITIES: There is a need for additional trashcans and picnic tables. Access to the play structure from the street would be a good thing. There is some older play equipment that should be replaced or removed.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 3

6. GENERAL NOTES:

% Floodplain: 100%
Maintenance Schedule: Weekly
Active/Passive: Active
Trail Distance: 0

7. PHOTO INVENTORY:

Image 1:



FACILITY INVENTORY

Name of Site: Shunga Trail
Date Completed: 9/30/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

From SW Fairlawn at Crestview East to SE 2nd along the Shunga creek



2. GENERAL SITE DESCRIPTION:

Age: 1988
Size: 8 miles
Classification: Trail (Hard)

Multimodal trail system that extends 8 miles from west Topeka to east Topeka and connects to the Landon Trail and Deer Creek Trail. Development started in 1988 and continues with the approval of phase 12 to SW 29th St.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Heavily used on the west end for primarily recreational uses. Meanders primarily through the park system for much of the route. Connects with several other trails and the bikeway system.

OPPORTUNITIES:

Need for additional drinking fountains and restrooms along the trail. Better signage to point out amenities and connectors. The extension to SW 29th needs to be completed to get users past I-470 and SW 29th St and make a connection to SW McClure Rd and the Safe Route to School path that will get school kids back and forth from French Middle School and McClure Elementary School.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 2

6. GENERAL NOTES:

% Floodplain: 100%
Maintenance Schedule: **As needed**
Active/Passive: **Active**
Trail Distance: **Hard 8 miles**

7. PHOTO INVENTORY:



Image 1:



Image 2:

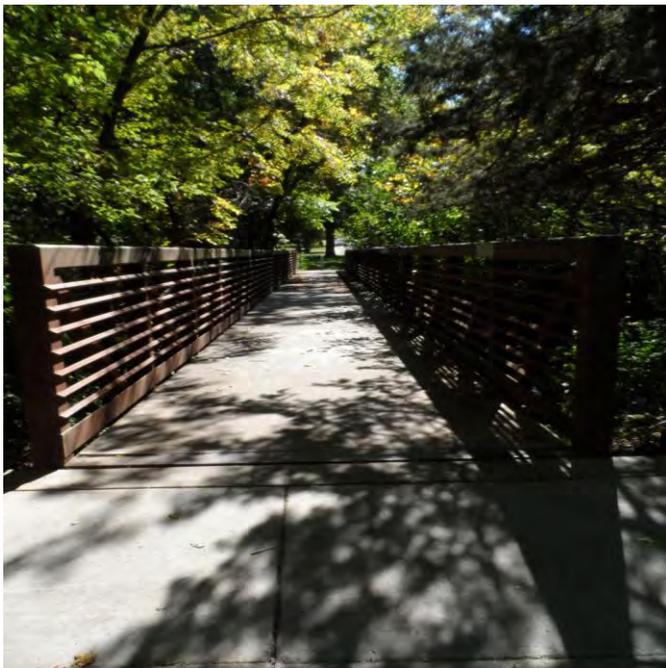


Image 3:

Image 1:

Image 2:



FACILITY INVENTORY

Name of Site: Sims Park
Date Completed: 10/01/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

Located at SW 19th St and SW Sims Ave. Small island park with roadway on all sides

1842 SW SIMS AVE



2. GENERAL SITE DESCRIPTION:

Age: 1912
Size: .7 acres
Classification: Neighborhood

Sims Park is a small neighborhood that is bordered on all sides by roadway. There are a few small amenities in the park with several mature shade trees.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Play equipment: -
Trash can: -
Turf: **0**
Trees: **0**

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Residences look into park, good visibility. Nice open area in center.

OPPORTUNITIES:

Playground - old elements that are inaccessible. Need new trash cans. New equipment would add a great deal to park.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **4**

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

6. GENERAL NOTES:

% Floodplain: **0**
Maintenance Schedule: **Weekly**
Active/Passive: **Active**

Trail Distance: 0

7. PHOTO INVENTORY:



Image 1: Old play elements need replaced with modern equipment.



Image 2: Good stand of mature trees exist providing shade for park patrons.



FACILITY INVENTORY

Name of Site: **Soldier Creek Trail**
Date Completed: **9/30/2013**
Completed By: **Terry Bertels**

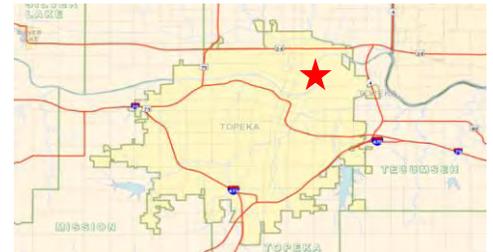


CONFLUENCE



1. SITE LOCATION:

NW Lyman Road to Garfield Community Center along New Soldier Creek channel



2. GENERAL SITE DESCRIPTION:

Age:
Size: 1.9 miles
Classification: Trail

Soldier Creek Trail runs primarily east/west along the old Soldier Creek channel from Garfield Park to NW Lyman Rd. The trail is a concrete trail with benches, trash cans and a drinking fountain located along it. The trail goes by several parks and green spaces as well as the North YMCA.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Trash cans: **0**
Signage: **0**
Drinking fountain (Topeka Blvd): **+**

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: Crosswalk at signal and North Topeka Blvd is a big plus.

OPPORTUNITIES: More benches would create more rest stops.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **1**

6. GENERAL NOTES:

% Floodplain: **0**
Maintenance Schedule: **As needed**
Active/Passive: **Active**
Trail Distance: **Hard 1.9 miles**

7. PHOTO INVENTORY:



Image 1: Natural area in Garfield Park that is adjacent to Soldier Creek Trail.



Image 2: Picnic shelter and Vietnam War Memorial that is adjacent to the Soldier Creek Trail in Garfield Park.



FACILITY INVENTORY

Name of Site: Southboro Park
Date Completed: 10/21/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

North of SE 45th Street, West of SE Michigan Avenue

4451 SE MICHIGAN AVENUE



2. GENERAL SITE DESCRIPTION:

Age: 1980
Size: 3.6 acres
Classification: Undeveloped

Wooded area that is divided by a drainage ditch.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Undeveloped drainage area that is covered in trees and shrubs.

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: N/A

OPPORTUNITIES: N/A

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **N/A**

6. GENERAL NOTES:

% Floodplain: **0**
Maintenance Schedule: **As needed**
Active/Passive: **Passive**
Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1:



Image 2:



Image 3:



FACILITY INVENTORY

Name of Site: Terra Heights Park
Date Completed: 10/20/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

North of SW Heights Road, West of SW Terra Drive

100-200 BLOCKS SW TERRA DRIVE



2. GENERAL SITE DESCRIPTION:

Age: 1952
Size: 2.6 acres
Classification: Neighborhood

Small neighborhood park that is behind homes in the Terra Heights neighborhood. There is very limited access to the parcel from anyone other than homeowners that share a property line with the park. There is a drainage ditch that divides the park.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Trees: **0**
Turf: **0**
Play equipment: -

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Only park opportunity for families in the neighborhood.

OPPORTUNITIES:

Park runs behind houses in neighborhood with very limited access. Ditch through middle of park is getting deeper and wider. Play equipment is very old and very tired. No tables, benches or trash cans.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **5**
No access throughout.

6. GENERAL NOTES:

% Floodplain: **0**
Maintenance Schedule: **Weekly**
Active/Passive: **Active**
Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1:



Image 2:



Image 3:



FACILITY INVENTORY

Name of Site: **Tudor Park**
 Date Completed: **10/01/2013**
 Completed By: **Terry Bertels**



CONFLUENCE



1. SITE LOCATION:

Located at SW Gage Blvd and SW 17th St

3636 SW 17TH ST



2. GENERAL SITE DESCRIPTION:

Age: 1988
 Size: .3 acres
 Classification: Neighborhood

Tudor Park is a small neighborhood park that is at the intersection of two busy streets. The parcel was acquired as a vacant lot when SW Gage Blvd was widened at this location. There are a number of amenities at this location that provide interest if not functionality.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Landscape: **0** Benches: -
 Turfs: **0** Pergola: -
 Rock wall: -

RATING KEY	
+	Excellent Condition
0	Good Condition
-	Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Park makes a strong statement at a high traffic intersection.

OPPORTUNITIES:

Weathering of rock wall needs repaired, benches need repair and reset. Repairs needed to pergola.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 3

No walk on SW 17th Street. Ramp at intersection allows access to pergola.

6. GENERAL NOTES:

% Floodplain: **0**

Maintenance Schedule: **Weekly**

Active/Passive: **Passive**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Brick walk to wrought iron pergola provide unique design characteristic to the space.



Image 2: Low rock wall with brick cap defines the space well.



Image 3: Rock wall is weathered and in need of repair to stabilize.



FACILITY INVENTORY

Name of Site: Undeveloped – SE 4th Street and SE Jefferson
Date Completed: 9/30/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

SOUTH OF SE 4TH STREET, EAST OF SE ADAMS

2. GENERAL SITE DESCRIPTION:

Age:
Size: .25 acres
Classification: Undeveloped

Small undeveloped green space adjacent to the roadway.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

N/A

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths: Green space

Opportunities: Relatively low visibility and visual impact

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: N/A

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: Weekly
Active/Passive: Passive
Trail Distance: 0

7. PHOTO INVENTORY:



Image 1:



Image 2:



FACILITY INVENTORY

Name of Site: Undeveloped – SE 33rd and SE Indiana
Date Completed: 10/22/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

Vacant lot on the NW corner of SE 33rd and SE Indiana



2. GENERAL SITE DESCRIPTION:

Age:
Size: .33 acres
Classification: Undeveloped

Vacant lot on SW Indiana.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Vacant lot

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: N/A

OPPORTUNITIES: N/A

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **N/A**

6. GENERAL NOTES:

% Floodplain: **0**
Maintenance Schedule: **Weekly**
Active/Passive: **Passive**
Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1:



FACILITY INVENTORY

Name of Site: Undeveloped – SE 47th and SE Mercier
Date Completed: 10/20/2013
Completed By: Terry Bertels

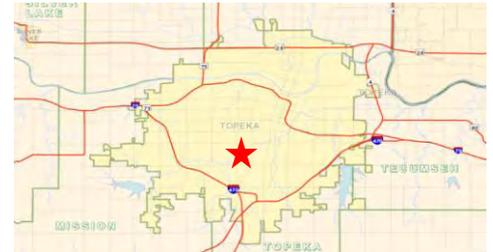


CONFLUENCE



1. SITE LOCATION:

Farm ground on SE Mercier between SE 47th and SE 48th, East side of SE Mercier



2. GENERAL SITE DESCRIPTION:

Age:
Size: 1.75 acres
Classification: Undeveloped

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Drainage ditch with some turf and cultivated field.

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

OPPORTUNITIES:

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **N/A**

6. GENERAL NOTES:

% Floodplain: **0**
Maintenance Schedule: **0**
Active/Passive: **Passive**
Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1:



Image 2:



FACILITY INVENTORY

Name of Site: Undeveloped – SW 7th Ave and SW Frazier Ct
Date Completed: 9/9/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

Traffic island on SW Frazier Court south of SW 7th Street



2. GENERAL SITE DESCRIPTION:

Age:
Size: .25 acres
Classification: Traffic circle in a cul-de-sac.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Traffic circle.
One red maple tree in center: +

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

None discernible

OPPORTUNITIES:

None

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: N/A

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule:
Active/Passive: **Passive**
Trail Distance: 0

7. PHOTO INVENTORY:



Image 1: Traffic island that is the parcel. Complete with tree and utility pole.



FACILITY INVENTORY

Name of Site: Undeveloped – SW 8th and SW Buchanan
Date Completed: 9/30/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

Median on SW 8th between SW Buchanan and SW Lincoln

SW 8TH AND SW BUCHANAN



2. GENERAL SITE DESCRIPTION:

Age:
Size: .25 acres
Classification: Undeveloped

This space is a landscaped median on SW 8th St. that separates two lanes of traffic. It runs for one block.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Turf: 0
Trees: 0
Landscape: 0

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: Landscaped median.

OPPORTUNITIES: Irrigation would improve turf quality.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **N/A**

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: **Weekly**
Active/Passive: **Passive**
Trail Distance: 0

7. PHOTO INVENTORY:



Image 1: Welcome sign to Old Town that was provided by the NIA.



Image 2: Landscaped median on SW 8th that makes up this parcel.



FACILITY INVENTORY

Name of Site: Undeveloped – SW 8th Ave and SW Vesper Ave
Date Completed: 10/01/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

Traffic island at the intersection of SW 8th Ave and SW Vesper Ave



2. GENERAL SITE DESCRIPTION:

Age:
Size: .25 acres
Classification: Undeveloped

Half-moon traffic island at a street intersection.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Traffic island with three traffic signs, one utility pole and a fire hydrant.

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

None discernible.

OPPORTUNITIES:

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: N/A
Sidewalk on east/west axis.

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule:

Active/Passive: **Passive**

Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Very small space that separates flow of traffic.



FACILITY INVENTORY

Name of Site: Undeveloped – SW 21st and SW Harrison
Date Completed: 10/20/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

Vacant lot SW corner of SW 21st and SW Harrison



2. GENERAL SITE DESCRIPTION:

Age:
Size: .25 acres
Classification: Undeveloped

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Vacant lot at SW Corner of SW Harrison and SW 21st Street

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: N/A

OPPORTUNITIES: N/A

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: N/A

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: **Weekly**
Active/Passive: **Passive**
Trail Distance: 0

7. PHOTO INVENTORY:



Image 1:



FACILITY INVENTORY

Name of Site: Undeveloped – SW 26th and SW Western
Date Completed: 9/30/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

Traffic Island



2. GENERAL SITE DESCRIPTION:

Age:
Size: .25 acres
Classification: Undeveloped

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Traffic island with turf.

RATING KEY

- +** Excellent Condition
- 0** Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: N/A

OPPORTUNITIES: N/A

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: N/A

6. GENERAL NOTES:

% Floodplain: **0**
Maintenance Schedule: **Weekly**
Active/Passive: **Passive**
Trail Distance: **0**

7. PHOTO INVENTORY:

Image 1:

Image 2:



FACILITY INVENTORY

Name of Site: Undeveloped – SW 28th Terrace (West of Gage Blvd)
Date Completed: 9/9/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

Traffic island on SW 28th Terrace, south of SW 28th Street
(West of Gage Blvd)



2. GENERAL SITE DESCRIPTION:

Age:
Size: .25 acres
Classification: Undeveloped

This parcel is a traffic island that is located on a cul-de-sac.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Landscape: **N/A**

RATING KEY

- +** Excellent Condition
- 0** Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Green space for the neighborhood.

OPPORTUNITIES:

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **N/A**

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule:
Active/Passive: Passive
Trail Distance: 0

7. PHOTO INVENTORY:



Image 1:



Image 2:



Image 3:



FACILITY INVENTORY

Name of Site: Undeveloped – SW 29th and SW DeSousa Court
Date Completed: 10/15/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

EAST OF SW 29TH STREET ON SW DESOUSA COURT

TRAFFIC ISLAND

2. GENERAL SITE DESCRIPTION:

Age:

Size: .25 acres

Classification: Undeveloped

Traffic circle that is located on a cul-de-sac in a neighborhood.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Circular traffic island on cul-de-sac with some landscape elements

RATING KEY

+ Excellent Condition

0 Good Condition

- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: N/A

OPPORTUNITIES: N/A

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: N/A

6. GENERAL NOTES:

% Floodplain: 0

Maintenance Schedule: As needed

Active/Passive: Passive

Trail Distance: 0

7. PHOTO INVENTORY:



Image 1:



Image 2:



FACILITY INVENTORY

Name of Site: Undeveloped – SW Burlingame and SW Clontarf
Date Completed: 10/20/2013
Completed By: Terry Bertels

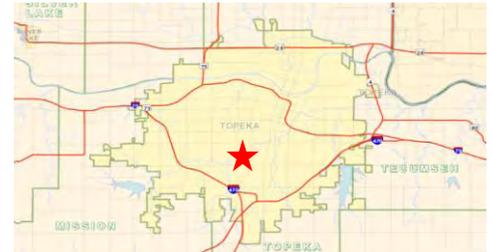


CONFLUENCE



1. SITE LOCATION:

Vacant lot on the NE corner of SW Burlingame and SW Clontarf



2. GENERAL SITE DESCRIPTION:

Age:
Size: .25 acres
Classification: Undeveloped

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Vacant lot at the corner of SW Burlingame and SW Clontarf

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: N/A

OPPORTUNITIES: N/A

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: N/A

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: **Weekly**
Active/Passive: **Passive**
Trail Distance: 0

7. PHOTO INVENTORY:



Image 1:



FACILITY INVENTORY

Name of Site: Undeveloped – SW Damon Court
Date Completed: 10/20/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

South of SW 29th street, west of SW Boswell (cul-de-sac)



2. GENERAL SITE DESCRIPTION:

Age:
Size: .25 acres
Classification: Undeveloped

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Cul-de-sac on SW Damon Court

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: N/A

OPPORTUNITIES: N/A

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating:

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: **As needed**
Active/Passive: **Passive**
Trail Distance: 0

7. PHOTO INVENTORY:



Image 1:



Image 2:



FACILITY INVENTORY

Name of Site: Undeveloped – SW Granthurst and SW Terrace
Date Completed: 10/20/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

Traffic Island at SW Granthurst and SW Terrace



2. GENERAL SITE DESCRIPTION:

Age:
Size: .25 acres
Classification: Undeveloped

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Traffic island with turf and knock out roses.

RATING KEY

- +** Excellent Condition
- 0** Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: N/A

OPPORTUNITIES: N/A

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **N/A**

6. GENERAL NOTES:

% Floodplain: **0**
Maintenance Schedule: **Weekly**
Active/Passive: **Passive**
Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1:



FACILITY INVENTORY

Name of Site: Undeveloped – SW Merriam Court and SW Granthurst
Date Completed: 10/20/13
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

Traffic Island at SW Merriam Court and SW Granthurst



2. GENERAL SITE DESCRIPTION:

Age:
Size: .25 acres
Classification: Undeveloped

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Traffic island with turf.

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: N/A

OPPORTUNITIES: N/A

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: N/A

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: **Weekly**
Active/Passive: **Passive**
Trail Distance: 0

7. PHOTO INVENTORY:



Image 1:



FACILITY INVENTORY

Name of Site: Undeveloped – SW Warner Court
Date Completed: 9/9/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

Traffic island on SW Warner Court, east of SW Oakley Avenue, North of SW 20th Street



2. GENERAL SITE DESCRIPTION:

Age:
Size: .25 acres
Classification: Undeveloped

Traffic island on SW Warner Court with some landscape elements.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Landscape: **0**
Trees: **0**

RATING KEY

- + Excellent Condition
- 0** Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Provides green space on cul-de-sac at SW Warner Court.

OPPORTUNITIES:

Remove landscape timbers to improve appearance.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **N/A**

6. GENERAL NOTES:

% Floodplain: **0**
Maintenance Schedule:

Active/Passive: Passive

Trail Distance: 0

7. PHOTO INVENTORY:



Image 1: Small landscaped cul-de-sac on SW Warner Ct.



FACILITY INVENTORY

Name of Site: Undeveloped – SW Wildwood Lane
Date Completed: 9/30/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

On SW wildwood lane east of SW Plass (cul-de-sac)



2. GENERAL SITE DESCRIPTION:

Age:
Size: .25 acres
Classification: Undeveloped

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths: N/A

Opportunities: N/A

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating:

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: 0
Active/Passive: **Passive**
Trail Distance: 0

7. PHOTO INVENTORY:

Image 1:

Image 2:



FACILITY INVENTORY

Name of Site: Unnamed Park
Date Completed: 10/20/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

North of SE 25th Street, West of SE Monroe Street

2301 SE MONROE STREET



2. GENERAL SITE DESCRIPTION:

Age: 1975
Size: 2.9 acres
Classification: Undeveloped

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Undeveloped ground adjacent to rail road tracks.

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: Greenspace in the area.

OPPORTUNITIES: N/A

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: N/A

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: **Weekly**
Active/Passive: **Passive**
Trail Distance: 0

7. PHOTO INVENTORY:

Image 1:

Image 2:



FACILITY INVENTORY

Name of Site: **Veteran's Park**
Date Completed: **10/03/2013**
Completed By: **Terry Bertels**



CONFLUENCE



1. SITE LOCATION:

North end of Kansas Avenue Bridge

131 NW LAURENT STREET



2. GENERAL SITE DESCRIPTION:

Age: 1968
Size: 4.4 acres
Classification: Neighborhood

Neighborhood park that is located adjacent to the NOTO district of North Topeka. The park is relatively undeveloped with a large parking lot and several parcels on either side of the Kansas Avenue Bridge. There is a veteran's memorial with flags and some landscaping at one location.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Parking Lot: **0/-** Flag poles/monument: **0**
Landscape: **+** Basket ball court: **-**
Turf: **0**
Trees: **0**

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS: Good proximity to developing NOTO District. New landscaping is a plus.

OPPORTUNITIES: Proximity to developing NOTO District makes it a more critical parcel. Parking lot could use some repair and maintenance. Basketball court needs work and path way to it.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **3**

No handicap stalls in parking lot. No access to east half of the park. Walk through to North Kansas Avenue provides access to businesses.

6. GENERAL NOTES:

% Floodplain: **0**
Maintenance Schedule: **Weekly**
Active/Passive: **Active**
Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1: Basketball court that is in Veterans Park. There is not an accessible route to this location.



FACILITY INVENTORY

Name of Site: Wakarusa Park
Date Completed: 1/27/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

SE 97th Street & SW Topeka Blvd



2. GENERAL SITE DESCRIPTION:

Age: Unknown
Size: 1.8 Acre
Classification: Undeveloped

Wakarusa Park is a 1.8 Acre Parcel that process public access tp the Wakarusa River-
The Park has a nice mix open space & wooded areas.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Table: **0**
Play structure: **0**
Turf: **0**
Trees: **0**

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Provides public access to the Wakarusa River. Amenities like picnic tables & benches would provide comfort to patrons

OPPORTUNITIES:

Needs some sort of ramp for boat access. Needs parking, so that patrons do not have to park on small access roads.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **4**

6. GENERAL NOTES:

% Floodplain: **50%**
Maintenance Schedule: **Weekly**
Active/Passive: **Passive**
Trail Distance: **N/A**

7. PHOTO INVENTORY:



Image 1:



Image 2:

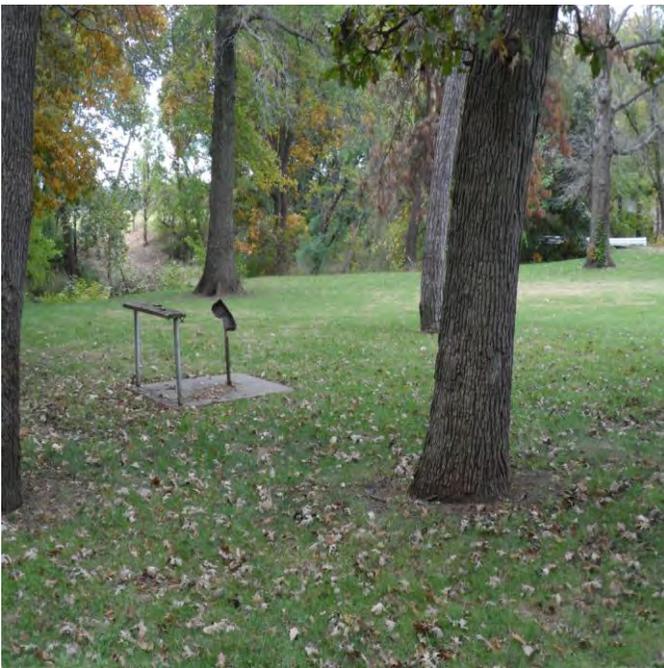


Image 3:

Maintenance Schedule: Weekly

Active/Passive: Active

Trail Distance: 0

7. PHOTO INVENTORY:



Image 1: Open expanses offer ample space for group activities.



Image 2: Old play equipment needs to be replaced with modern equipment with an accessible route to it.



Image 3: Shade trees throughout provide shade for patrons.

Image 4: Mixture of styles and colors of benches and tables.



FACILITY INVENTORY

Name of Site: Warren Park
Date Completed: 9/09/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

Between SW gage blvd and SW Randolph north of Shunga creek

2810 SW GAGE BLVD



2. GENERAL SITE DESCRIPTION:

Age: 1980
Size: 97.7 acres
Classification: Undeveloped

Owned by the State of Kansas and leased to Shawnee County for use. The area is a mix of open space and woodland. It generally runs along the Shunganunga Creek. The Shunga Trail runs along the south perimeter of the area. There is a tree nursery, a wetland and native grass area with walking trail located north of the Shunga Trail.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Wetland area 0
Trails +

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Shunga Trail runs along south of margin. In wet years, wetland is an attractive bird watching spot. Trails are well defined and provide a number of alternative routes. Visitors can switch from shaded woodland trails to open trails through tall grass prairie ecosystems.

OPPORTUNITIES:

Invasive woody plants are a problem. Obvious efforts are being made to combat the problem. Signage would provide a road map for the users. Better interpretive signage throughout would be a plus.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **3**

Nature trails are accessible to some degree.

6. GENERAL NOTES:

% Floodplain: **100%**

Maintenance Schedule: **As needed**

Active/Passive: **Active**

Trail Distance: Nature **4.0** miles

Hard **.76** miles

7. PHOTO INVENTORY:



Image 1: Bat boxes that are located near the wetland area.



Image 2: Tree nursery that is located on the site has a number of trees for use in the park system.



Image 3: Expanse of native grasses that are periodically burned to control invasive woody plants such as grey



Image 4: Wooded trail that is adjacent to the Shunga Creek.



FACILITY INVENTORY

Name of Site: Wells Park
Date Completed: 9/09/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

East of SW Gage Blvd, south of Shunga creek

2840 SW Gage Blvd



2. GENERAL SITE DESCRIPTION:

Age: 1964
Size: 4.9 acres
Classification: Undeveloped

This parcel is an undeveloped parcel that is south of the Shunga Creek, south of Felker Park. Wells Park is a wooded area that has a series of nature trails throughout. It adjoins the Warren Natural area to the north.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

N/A

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths: Undeveloped natural area.

Opportunities: Relatively inaccessible.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: **N/A**

6. GENERAL NOTES:

% Floodplain: **75%**
Maintenance Schedule: **As needed**
Active/Passive: **Passive**
Trail Distance: **Nature**

7. PHOTO INVENTORY:



Image 1:



Image 2:

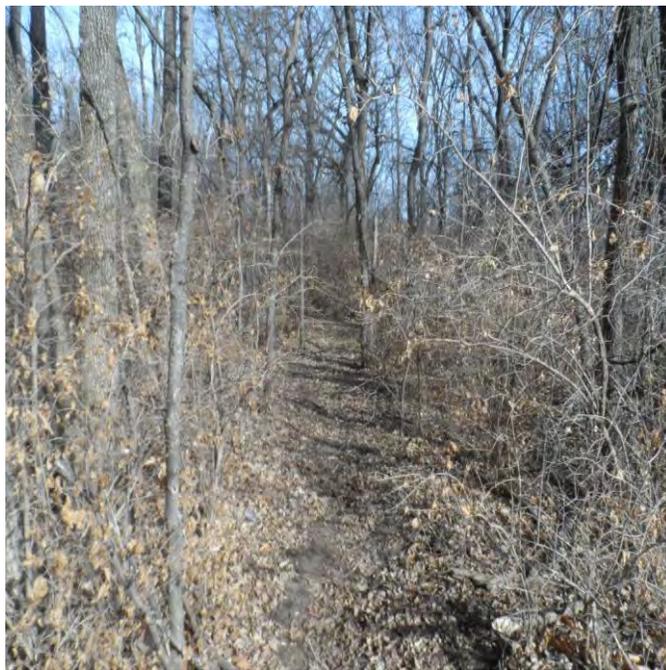


Image 3:



FACILITY INVENTORY

Name of Site: Welton Grove Park
Date Completed: 10/15/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

4100 SW CAMBRIDGE



2. GENERAL SITE DESCRIPTION:

Age: 1979
Size: 48 acres
Classification: Undeveloped

Welton Grove is a large undeveloped tract of land that is managed as a natural area. The primary purpose of the parcel is to store water in the event of a high water event on the south branch of the Shunganunga Creek. The area is heavily wooded with large mature trees and a few open areas. Walking trails have been developed throughout the parcel.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Signage: 0/-
Trails +

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Expansive area with lots of potential. Trails that go from open area to densely shaded wooded areas. Offer wildlife and bird watching opportunities within the city limits of Topeka. Cannot be developed because of floodplain requirements.

OPPORTUNITIES:

No real exposure. No central/main entry. No parking area for visitors outside the neighborhoods that the park adjoins. More marketing to what the park is and how to access it would be a benefit and increase the use.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: N/A

6. GENERAL NOTES:

% Floodplain: **99%**

Maintenance Schedule: **As needed**

Active/Passive: **Passive**

Trail Distance: **Soft 3 miles**

7. PHOTO INVENTORY:



Image 1: Entrance to trail area accessible through a neighborhood.



Image 2: Signage at the park is in need of upgrading and expansion.



Image 3: Trail entrance from another neighborhood that needs signage indicating park information and routes.



Image 4: Access to trails from yet another neighborhood. There is a small sign at this location but information is scarce.



FACILITY INVENTORY

Name of Site: Westboro Circles
Date Completed: 10/01/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

Various Parcels:

- Traffic island - SW Shadow Lane and SW Pembroke Lane
- Traffic island – SW Avalon Lane and SW Lakeside Drive
- Traffic island – SW Westover Road and SW Lakeside Drive
- Round-a-bout – SW Westover Road and SW Windsor Court



2. GENERAL SITE DESCRIPTION:

Age: 1926
Size: 1 acre
Classification: Specialized

These are a series of traffic islands throughout the Westboro area that have been developed with landscape, artwork and in one case a fountain. The care of some of the islands is done by the neighborhood association and the costs are shared in others.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Landscape: +
Paved walk: +
Turf at Windsor Court and Westover: -

RATING KEY

- + Excellent Condition
- 0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Clean traffic islands with some artistic features and landscape.

OPPORTUNITIES:

Irrigation would allow for better turf and landscape.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: N/A

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: **Weekly**
Active/Passive: **Passive**
Trail Distance: 0

7. PHOTO INVENTORY:



Image 1: Landscaping and statuary provide a break from the pavement at this traffic island.



Image 2: Turf and walkway in this traffic island provide a small extension of the park.



Image 3: Traffic island near park provides for attractive median b/w roadways.



Image 4: Large circular traffic median has relatively poor turf vigor. Improved cultural practices are needed.



Image 5: Traffic island on south end of park enhances the roadway.



Image 6: Traffic island east of Westboro Park with landscaping and decorative fountain that is currently



Image 8: Same traffic island as Image 7 that highlights the landscape elements in the island.

Image 7: Traffic island south of park along busy SW 17th St. provides an attractive entrance into the neighborhood.



FACILITY INVENTORY

Name of Site: Willow Park
Date Completed: 9/30/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

NORTH OF SW 6TH STREET, WEST OF SW GARFIELD AVENUE
1800 SW 6TH STREET

2. GENERAL SITE DESCRIPTION:

Age: 1898
Size: 4.4 acres
Classification: Neighborhood

Triangular neighborhood park south of the Potwin neighborhood. The park has a good selection of mature shade trees with a few amenities that are in poor shape. The park is divided in two by the Martin Creek channel.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Trees: 0	Benches: -
Turf: 0	Tables: -
Play equipment: 0	Trash cans: -
Walks: 0	Landscape: 0

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

Strengths: High visibility area with much to offer. Nice mature trees provide shade.

Opportunities: Walk way is in need of repair and a purpose. Walks in some cases go to nowhere. There are many different styles of benches throughout the park. There needs to be uniformity throughout. Play equipment is old and needs to be replaced. Drinking fountain addition would be good.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 3

Existing walk system moves patrons through park but not to amenities. There are ramps and curb cuts at various points through the park.

6. GENERAL NOTES:

% Floodplain: 0
Maintenance Schedule: Weekly
Active/Passive: Active
Trail Distance: 0

7. PHOTO INVENTORY:



Image 1:



Image 2:



Image 3:



FACILITY INVENTORY

Name of Site: Woodall Park
Date Completed: 10/20/2013
Completed By: Terry Bertels



CONFLUENCE



1. SITE LOCATION:

South of SE Monroe Street, West of SE Madison Street

2131 SE MADISON STREET



2. GENERAL SITE DESCRIPTION:

Age: 1975
Size: 1.2 acres
Classification: Neighborhood

Small neighborhood park with a mix of trees and a little open space. Very few amenities in the park.

3. INVENTORY OF FACILITY AMENITIES AND CONDITIONS:

Trees: **0** Tables: -
Turf: **0** BBQ Grill: -
Benches: **0/-**

RATING KEY

+ Excellent Condition
0 Good Condition
- Poor Condition

4. STRENGTHS AND OPPORTUNITIES:

STRENGTHS:

Mature trees that create good shade throughout.

OPPORTUNITIES:

No play equipment for local kids. Grill is crooked and needs straightened or removed. Benches and tables are in bad shape and need removed and replaced.

5. ACCESSIBILITY RATING (SCALE OF 1 TO 5):

Rating: 4
No walk system throughout to amenities.

6. GENERAL NOTES:

% Floodplain: **0**
Maintenance Schedule: **Weekly**
Active/Passive: **Active**
Trail Distance: **0**

7. PHOTO INVENTORY:



Image 1:



Image 2:



SHAWNEE COUNTY
PARKS AND RECREATION

**RECREATION
— CENTER —
ASSESSMENTS**

Topeka, Kansas

MAY 2014

TABLE OF CONTENTS

STUDY OVERVIEW	<i>Page 2</i>
ABBOTT COMMUNITY CENTER Abbott Community Center 1112 SE 10th Avenue Topeka, KS 66607	<i>Pages 5-12</i>
RICE COMMUNITY CENTER 432 SE Norwood Topeka, KS 66607	<i>Pages 13-22</i>
HILLCREST COMMUNITY CENTER 1800 SE 21st Street Topeka, KS 66607	<i>Pages 23-34</i>
OAKLAND COMMUNITY CENTER 801 NE Poplar Topeka, KS 66616	<i>Pages 35-42</i>
GARFIELD COMMUNITY CENTER 1600 NE Quincy Street Topeka, KS 66608	<i>Pages 43-48</i>
CENTRAL PARK COMMUNITY CENTER 1534 SW Clay Topeka, KS 66604	<i>Pages 49-56</i>
SHAWNEE NORTH COMMUNITY CENTER 300 NE 43rd Street Topeka, KS 66617	<i>Pages 57-70</i>
CRESTVIEW COMMUNITY CENTER 4801 SW Shunga Drive Topeka, KS 66614	<i>Pages 71-76</i>
VELMA K. PARIS COMMUNITY CENTER 6715 SW Westview Road Topeka, KS 66619	<i>Pages 77-82</i>

STUDY OVERVIEW

This Study is intended to give an overview of the existing physical conditions and provide general recommendations for work that should be performed at the previously listed Shawnee County Recreation Centers. This report is not intended to address or identify any programmatic deficiencies or possible changes to the programming that is currently present at each of the centers.

The project team that assisted with the reports included the following consultants:

Treanor Architects	Architectural and Site Review
PEC	HVAC, Electrical and Plumbing
Bob D. Campbell	Structural

The initial building surveys were conducted March 28th, 2014. All 9 centers were visited by the team, which included Terry Bertels - Shawnee County P&R, Dave McEntire - Shawnee County P&R, Dustin Hollenbeck - Shawnee County P&R, Bill Naeger - PEC, and Chris Cunningham - Treanor Architects. The Structural review was conducted by Mike Falbe - Bob D. Campbell on March 29th, 2014 under a separate tour.

During the tour the team visited with the facility Administration and Maintenance staff who then shared some overview of the history of the improvements, concerns, operational deficiencies and general overall maintenance of the facility. These items were noted and are included in this report.

This report is not intended to, and does not identify all work that should be performed on an itemized basis.

A brief overview of outward accessibility compliance was noted on each of the buildings. Most buildings appeared to be fairly compliant with current an applicable codes, any major deviations that were observed were noted. A full and more detailed Accessibility study should be performed at each center to ensure compliance with ADAAG regulations.

Code compliance related to egress and life safety items appears to be good at all locations. Minor code compliance items were noted during the walk through, but a further and complete code review of each facility would be required to ensure compliance with International Building Codes.

The buildings were found to be very well maintained with the overall majority of these buildings being in very good condition considering their age and their use. Several buildings show signs of settlement and should be addressed appropriately, while the wood decks at Shawnee North Community Center are of significant structural concern and should be repaired in the near future as a life safety issue is present with these decks.

The mechanical systems of these centers are not standardized and are of different types at most centers. The mechanical, electrical and plumbing systems appeared to be in good working order at these centers. Some of the HVAC systems are reaching the end of their life expectancy and should be replaced with new energy efficient units when replaced. Most electrical and plumbing fixtures are old and outdated, when they are replaced, the new fixtures should meet current ICC energy codes.

In most instances the interior finishes of these centers are dated and should be considered for interior remodel work.

Abbot Community Center - *Not Currently in Use*

1112 SE 10th Avenue
Topeka, KS 66607



Site

Property consists of 2.12 acres in the Parkdale Addition Subdivision
The property is located next to Samuel Jackson Park which has playground facilities



Building Access and parking

Access from the parking lot to the building's main entrance is direct and via concrete sidewalks. The main entrance was recently re-worked and appears to be accessible and compliant. The lower level is accessed from the outside via an exterior staircase and drive that extends off the parking lot. There appears to be no acceptable accessible route to the lower level as it is via the drive which appears to exceed maximum allowable slope

Building Data

Date of Construction: 1969
of Stories: 1 story with full basement
Elevator/lift: No
Square Footage: 10,656sf
 Basement- 5,328sf
 1st Floor- 3,459sf
 Gymnasium - 1,869sf
Fire Suppression system: None
Fire Alarm System: Yes

Known Construction work:

- Children and Youth room addition - 1972
- Gas main has been replaced - date unknown
- Roof and fascia replaced - 1999

Building Description:

Brick veneer exterior, Metal Standing seam fascia and flat roof, with aluminum storefront glazing

Building Program:

Gymnasium-
 Synthetic flooring, No air conditioning

Basement-

One large open room under gym with the remainder divided into multiple rooms of various sizes. Partition walls constructed of 6" concrete block non-bearing walls. Large open area was most recently being used as a boxing training center with the remainder last used as a senior center.

Main level-

Reception and lobby area with large area with recreational equipment. The remainder of floor has a mix of rooms to support various functions. Previous use included a daycare facility.

Restrooms-

Appears to have accessible restrooms on first floor but not on main level.

Accessibility (ADA):

Elevator or lift should be installed for accessible communication between levels. Exterior accessibility needs to be improved. A uni-sex accessible bathroom should be installed on the main level. The building appears to generally conform to current and applicable codes.

Notes:

- Gutters and downspouts drain at grade,
- Site drainage appears to be good
- Drive to basement has area drain which has been noted to back up and cause water issues. This is an on-going maintenance issue
- Building layout and design is similar to Rice Community Center
- See appendix for additional interior and exterior photographs of current condition.

Recommendation:

Building should be completely remodeled with an extensive interior renovation. Existing windows should be replaced with a new high performance glass and glazing system

Renovation Budget:

\$900 - 1,300,000 should be budgeted for building remodel work.

This is based on a range of \$85-\$125 per square foot.

Also see Mechanical related recommendations and estimated costs.

Structural Assessment

This structure is not currently in use which limited our review to exterior items only. The building appears to be a reinforced concrete structure. In review of the exterior, a major concern is vegetation growing on the exterior façade which could damage the building if not removed. Photo's #8A through 8E details these conditions in need of corrective action. Outside of this issue our only other item of concern was the usual and expected concrete cracks and spall associated with exterior concrete of this age.



Photo 8A - Vegetation Growing on Structure



Photo 8B - Vegetation Growing on Structure



Photo 8C - Vegetation Growing on Structure



Photo 8D - Vegetation Growing on Structure

Existing mechanical/electrical/plumbing systems:

Plumbing systems consists of vitreous china plumbing fixtures with flush valve controls for urinals and water closets. Domestic water piping is copper with fiberglass insulation. Waste and vent piping is predominantly cast iron. There is a 3-compartment sink in the kitchen which drains through a grease interceptor.

Heating, ventilating and air conditioning systems consist of (3) twinned gas-fired furnaces and a single gas furnace with direct expansion refrigerant coils and outdoor condensing units located on the building roof. All of the furnaces include atmospheric gas burners. The four systems serve four distinct areas of the building through sheet metal ductwork. The two systems which serve the first floor provide supply air through floor diffusers with return air routed from below the floor to wall mounted grilles mounted near the ceiling of the rooms. The systems which serve the basement provide supply air through ceiling diffusers with return air routed to wall mounted grilles mounted near the floor of the rooms.

There is a kitchen hood installed above the range, but there is no provision for make-up air to the air exhausted by the hood.

The basement storage area and the gymnasium are heated only with atmospheric gas-fired unit heaters. The gymnasium is provided with ventilation through wall mounted exhaust fans and an intake louver located on the opposite side of the room.

The lighting in the facility is predominantly T12 fluorescent lighting fixtures. The exception to this is that the gymnasium has high wattage incandescent fixtures and small closet spaces also include incandescent lighting fixtures.

The electrical service is a 500 amp, 120/208-volt, 3-phase, 4-wire system with a circuit breaker main distribution panel serving circuit breaker branch panelboards strategically located in the building. Equipment is provided with local disconnecting means, and the convenience receptacles are grounded typed receptacles.

The building includes a fire alarm system which has been upgraded in recent years. The system includes a main control panel, pull stations, audio/visual alarm units and ceiling smoke detectors in the public areas.

Conditions of existing systems:

The plumbing systems appear to be reasonably good condition. There was not any visual indication of leaking or deteriorated pipe. The plumbing fixtures appear to be original to the building and appear to be functioning properly. However, it is unlikely that the fixtures meet the maximum current water use requirements.

The existing furnaces and condensing units are in fair condition and the equipment is manufactured by multiple companies. This would indicate that at least some of the equipment has been replaced during the life of the building. It was noted by maintenance staff that one of the twinned systems had been replaced in recent years. The other equipment is significantly older and is likely older than its expected useful life of 15 years. There is no ventilation air provided through the HVAC equipment. Combustion air louvers exist but do not meet current Code requirements.

Current building Code requires make-up air provisions for any kitchen hood. Since the existing system does not include such provisions, the building is placed under a negative pressure when the kitchen hood is operated. This can be detrimental to the comfort of the building and could create dangerous situations if make-up air were to be pulled into the building through doors, building openings, combustion air louvers and furnace flues. This situation could make doors difficult to operate, pull flue gas (carbon monoxide) into the building or cause gas pilot lights to extinguish with the risk of inducing raw natural gas into the building.

The existing ventilation fans and louver in the gymnasium requires repairs and replacement in order to provide a weatherproof barrier to the outside of the building. There are significant air gaps which can allow air and moisture into the building.

The lighting fixtures are in fair condition overall. The T12 fluorescent lamps are no longer manufactured and are less energy efficient than T8 fluorescent and other lamps currently available. The incandescent lighting fixtures in the gymnasium are very inefficient and have a short life which requires additional maintenance effort to keep all of the fixtures in operation. The existing exterior lighting consists of building mounted high intensity discharge type fixtures and a few pole mounted fixtures in the parking area.

Unless the functions of the building are changed from its current or past use, the electrical power is likely adequate. This would not be the case if additional functions occurred or if air conditioning was added to the spaces which are currently only heated and ventilated. The condition of the interior components of the electrical equipment should be tested and evaluated to determine the condition and safety of this equipment.

The existing fire alarm system panel has been replaced in recent years. No operating problems were reported for the system.

Recommendations and estimated costs:

While no specific deficiencies were noted in the plumbing systems other than less than current Code required the water efficiency requirements, it is recommended that a general maintenance inspection

occur. This inspection is to include testing each flush valve and faucet for proper operation, cleaning out all drains, traps and sewer piping, completing any leak repairs and repairing any pipe insulation as required. It is assumed that there would be some minimal work recommended to make the plumbing system available to operate at its optimum efficiency.

Estimate of probable construction cost: \$40,000 - 50,000
Design fees: \$5,000
Priority: Optional or Required if major work occurs in facility

An optional improvement is to replace all of the plumbing fixtures with water-saving fixtures which meet current Code requirements.

Estimate of probable construction cost: \$60,000 - \$70,000
Design fees: \$6,000
Priority: Optional or required if major work occurs in facility

Replace all heating and cooling equipment with high-efficiency, induced combustion furnaces and unit heaters and high EER condensing units to meet current energy codes. Clean all existing duct and connect to new equipment. Provide ducted outside ventilation air to the inlet ducts to the equipment so that conditioned ventilation air can be provided to the occupied spaces, pressurize the building and limit the air infiltration into the building.

Estimate of probable construction cost: \$90,000 - \$100,000
Design fees: \$10,000
Priority: Address within 5 years

Provide gas-fired make-up air handling unit and duct to serve existing kitchen exhaust hood.

Estimate of probable construction cost: \$50,000 - \$60,000
Design fees: \$6,000
Priority: Address within 5 years

Replace existing ventilation fans and louvers in gymnasium with similar equipment, and unit heaters with high-efficiency, induced combustion unit heaters.

Estimate of probable construction cost: \$80,000 - \$90,000
Design fees: \$9,000
Priority: Address within 5 years

Replace existing ventilation fans and louvers in gymnasium with rooftop heating and cooling units. The costs for this alternate include an upgrade to the existing electrical service and electrical distribution systems due the likelihood that the existing service will be inadequate to serve the additional air conditioning equipment.

Estimate of probable construction cost: \$100,000 - \$110,000
Design fees: \$11,000
Priority: Optional or required if major work occurs in facility

Replace existing T12 lighting fixtures in building with similar style T8 fixtures with energy efficient electronic ballasts.

Estimate of probable construction cost: \$70,000 - \$80,000
Design fees: \$8,000
Priority: Address within 5 years

Replace existing incandescent lighting fixtures in gymnasium with T5 HO fluorescent lighting fixtures with electronic ballasts.

Estimate of probable construction cost: \$20,000 - \$25,000
Design fees: \$2,500
Priority: Optional or required if major work occurs in facility

Upgrade and provide additional pole mounted lighting fixtures to provide minimum recommended illumination levels in the parking lot and main entrance sidewalk.

Estimate of probable construction cost: \$20,000 - \$25,000
Design fees: \$2,500
Priority: Optional or required if major work occurs in facility

Perform testing and infrared scanning of all electrical distribution equipment to determine any maintenance required.

Estimate of probable construction cost: \$10,000 - \$15,000
Design fees: Not applicable
Priority: Address within 1 year

Perform standard testing of fire alarm system to verify proper operation and determine any maintenance required.

Estimate of probable construction cost: \$5,000 - \$8,000
Design fees: Not applicable
Priority: Address within 1 year

Provide fire protection sprinkler system for basement areas of building to address Code requirements for new construction of similar facilities. This system would provide additional benefits and life safety protection for the building, but would probably not be triggered as a requirement unless there is significant remodel performed or the use of the basement areas change.

Estimate of probable construction cost: \$55,000 - \$65,000
Design fees: \$6,500
Priority: Optional or required if major work occurs in facility

Rice Community Center
432 SE Norwood
Topeka, KS 66607



Site

Property consists of 16.52 acres

The property features a small playground facility, Gazebo and outdoor grill and a Frisbee golf course



Building Access and parking

Access from the parking lot to the building's main entrance is direct and is via concrete sidewalks. There is a series of steps to the main entrance that does not allow for the main entrance to be considered accessible. Wheelchair access is available at the East end of the building on a secondary entrance via the parking lot. There is an exterior walk that leads to a lower level patio which appears to exceed allowable slope.

The building appears to have ample parking, which is constructed of asphaltic paving which appears to be in good condition.

Building Data

Date of Construction:	1967
# of Stories:	1 story with partial basement
Elevator/lift:	No
Square Footage:	7,197sf
Basement-	1,869sf
1 st Floor-	3,459sf
Gymnasium -	1,869sf
Fire Suppression system:	None
Fire Alarm System:	Yes

Known Construction work:

- Building was remodeled in late 1990's and re-opened in 2000.
- Work included new accessible restrooms, finishes and electrical upgrades.
- New wood gym floor was installed at some unknown date.
- Roof and fascia replaced - 1998

Building Description:

Brick veneer exterior, Metal Standing seam fascia and flat roof, with aluminum storefront glazing

Building Program:

Gymnasium-
Wood flooring, No air conditioning

Basement-

The basement is comprised of one large open room under gym. Currently used as large multi-purpose room and storage. Some water staining was noted in the ceiling tiles. Cause is unknown and should be investigated further. Basement opens out to a large outdoor patio area.

Main level-

Reception and lobby area with large area with recreational equipment. The remainder of floor has a mix of rooms to support various functions. Primary use is as a Senior Center.

Restrooms-

The accessible restrooms are located on the first floor; no restrooms are located on the lower level.

Accessibility (ADA):

Elevator or lift should be installed for accessible communication between levels. Exterior accessibility needs to be improved at front entrance and a ramp should be installed. The interior of the building appears to generally conform to current and applicable codes.

Notes:

- Gutters and downspouts drain at grade,
- Site drainage appears to be good
- Building appears to have structural issues down hall to south. Primarily due to settlement. Significant cracking and separation of block walls was observed. These gaps have been caulked and/or grouted in the past. Door closure issues are present due to this. See Structural review comments.

- Finishes are in relatively good shape with the exception of the carpet
- Building layout and design is similar to Abbot Community Center
- See appendix for additional interior and exterior photographs of current condition.

Recommendation:

Upgrade and update finishes
Site drainage is poor and should be piped away from building
Structural repairs to settlement issues

Renovation Budget:

\$420 - \$525,000 should be budgeted for remodel work.
The low end of this budget is intended to address recommendations above while the upper end would include more extensive mechanical work.
This is based on a range of \$60 - \$75 per square foot.
Also see Mechanical related recommendations and estimated costs.

Structural Assessment

The Rice Community Center is a two level structure on a sloping site. The upper level is constructed of glulam beams atop load bearing masonry. At the west end of the structure a concrete basement structure is present. This split level condition appears to have resulted in part of the second level setting on fill. At the mechanical room located in the center north portion of the second level, significant wall cracks are present. Photo's #7A, 7B and 7C detail this condition.



Photo 7A - Significant Wall Crack at Mechanical Room Masonry



Photo 7B - Significant Wall Crack at Mechanical Room Masonry



Photo 7C - Significant Wall Crack at Mechanical Room Masonry

These walls which do not appear to be load bearing are setting on a slab on grade which has settled significantly. The repair at this area is to underpin the masonry walls and tuckpoint at damaged joints in the wall. Photo #7D details the downspout condition at this area which is in need of corrective action. This may be a potential source of the interim slab settlement observed. Some concrete cracking and spalling was also observed at the corners of the west lower level structure. Photo's #7E and 7F detail some of these concrete areas in need of repair.



Photo 7D - Downspout Condition at North Elevation, Second Floor



Photo 7E - Concrete Crack / Spall at Lower Level



Photo 7F - Concrete Crack / Spall at Lower Level

As discussed with other facilities, the lower level concrete structure is the strongest area from a structural standpoint in the event of a severe storm.

Existing mechanical/electrical/plumbing systems:

Plumbing systems consists of vitreous china plumbing fixtures with flush valve controls for urinals and water closets. Domestic water piping is copper with fiberglass insulation. Waste and vent piping is predominantly cast iron.

Heating, ventilating and air conditioning systems consist of one set of twinned gas-fired furnaces and a single gas-fired furnace with a direct expansion refrigerant coils and outdoor condensing units located on the ground. The furnaces include atmospheric gas burners. The system serves the first floor through underfloor supply air ductwork and wall mounted return air grilles mounted near the ceiling of the rooms.

The basement storage area and the gymnasium are heated only with atmospheric gas-fired unit heaters. There is a single window mounted air conditioning unit in the basement. The gymnasium is provided with ventilation through wall mounted exhaust fans and an intake louver located on the opposite side of the room.

The lighting in the facility is predominantly T12 fluorescent lighting fixtures. The exception to this is that the gymnasium has metal halide fixtures and the basement includes incandescent lighting fixtures.

The electrical service is a 400 amp, 120/208-volt, 3-phase, 4-wire system with a circuit breaker main distribution panel serving circuit breaker branch panelboards strategically located in the building. Equipment is provided with local disconnecting means, and the convenience receptacles are grounded typed receptacles.

The building includes a fire alarm system which has been upgraded in recent years. The system includes a main control panel, pull stations and audio/visual alarm units. There are not ceiling smoke detectors in the public areas as exist in the Abbott Community Center.

Conditions of existing systems:

The plumbing systems appear to be reasonably good condition. There was not any visual indication of leaking or deteriorated pipe. The plumbing fixtures appear to be original to the building and appear to be functioning properly. However, it is unlikely that the fixtures meet the maximum current water use requirements.

The existing furnaces and condensing units are in fair condition. The equipment is likely older than its expected useful life of 15 years. There is no ventilation air provided through the HVAC equipment. No immediately apparent concerns were noted regarding the underfloor ductwork connected to the systems. However, the underfloor duct can be susceptible to ground water, undesirable moisture, mold, dirt entering through the floor registers and other factors affecting air quality. There are also instances where leaks occur in the underfloor duct and if the soil under the building is of a composition susceptible to expansion and contraction, the leaking air can dry the soil, causing contraction and contribute to failure of the concrete building components. Combustion air louvers exist but do not meet current Code requirements.

The existing ventilation fans and louver in the gymnasium requires repairs and replacement in order to provide a weatherproof barrier to the outside of the building. There are significant air gaps which can allow air and moisture into the building.

The lighting fixtures are in fair condition overall. The T12 fluorescent lamps are no longer manufactured and are less energy efficient than T8 fluorescent and other lamps currently available. The metal halide lighting fixtures in the gymnasium are inefficient and require warm-up time before reaching full intensity.

Unless the functions of the building are changed from its current or past use, the electrical power is likely adequate. This would not be the case if additional functions occurred or if air conditioning was added to the spaces which are currently only heated and ventilated. The condition of the interior components of the electrical equipment should be tested and evaluated to determine the condition and safety of this equipment.

The existing fire alarm system panel has been replaced in recent years. No operating problems were reported for the system.

Recommendations and estimated costs:

While no specific deficiencies were noted in the plumbing systems other than less than current Code required the water efficiency requirements, it is recommended that a general maintenance inspection occur. This inspection is to include testing each flush valve and faucet for proper operation, cleaning out all drains, traps and sewer piping, completing any leak repairs and repairing any pipe insulation as required. It is assumed that there would be some minimal work recommended to make the plumbing system available to operate at its optimum efficiency.

Estimate of probable construction cost: \$40,000 - 50,000
Design fees: \$5,000
Priority: Optional or required if major work occurs in facility

An optional improvement is to replace all of the plumbing fixtures with water-saving fixtures which meet current Code requirements.

Estimate of probable construction cost: \$35,000 - \$40,000
Design fees: \$4,000
Priority: Optional or required if major work occurs in facility

Replace all heating and cooling equipment with high-efficiency, induced combustion furnaces and unit heaters and high EER condensing units to meet current energy codes. Clean all existing duct and connect to new equipment. Provide ducted outside ventilation air to the inlet ducts to the equipment so that conditioned ventilation air can be provided to the occupied spaces, pressurize the building and limit the air infiltration into the building.

Estimate of probable construction cost: \$50,000 - \$60,000
Design fees: \$6,000
Priority: Address within 5 years

In an effort to address any current or future air quality concerns, with the underfloor duct, it is recommended to cap and seal the existing underfloor duct and provide new exposed overhead supply air ductwork throughout the building. The replacement of the underfloor duct would also avoid any building concrete failure which might occur if the duct leaked and the soil under the building experiences a significant decrease in moisture content and contracts leaving voids under the building. The estimated cost for this option includes the replacement of the heating and cooling equipment since the airflow arrangement of the equipment would be required to change.

Estimate of probable construction cost: \$200,000 - \$210,000
Design fees: \$21,000
Priority: Address within 5 years

Replace existing ventilation fans and louvers in gymnasium with similar equipment, and unit heaters with high-efficiency, induced combustion unit heaters.

Estimate of probable construction cost: \$80,000 - \$90,000
Design fees: \$9,000
Priority: Address within 5 years

Replace existing ventilation fans and louvers in gymnasium with rooftop heating and cooling units. The costs for this alternate include an upgrade to the existing electrical service and electrical distribution

systems due the likelihood that the existing service will be inadequate to serve the additional air conditioning equipment.

Estimate of probable construction cost: \$100,000 - \$110,000
Design fees: \$11,000
Priority: Optional or required if major work occurs in facility

Replace existing unit heaters in basement with high-efficiency, induced combustion unit heaters.

Estimate of probable construction cost: \$25,000 - \$35,000
Design fees: \$3,500
Priority: Address within 10 years

Replace existing unit heaters in basement with ground mounted packaged heating and cooling units. The costs for this alternate include an upgrade to the existing electrical service and electrical distribution systems due the likelihood that the existing service will be inadequate to serve the additional air conditioning equipment.

Estimate of probable construction cost: \$110,000 - \$120,000
Design fees: \$12,000
Priority: Optional or required if major work occurs in facility

Replace existing T12 lighting fixtures in building with similar style T8 fixtures with energy efficient electronic ballasts.

Estimate of probable construction cost: \$40,000 - \$50,000
Design fees: \$5,000
Priority: Address within 5 years

Replace existing metal halide lighting fixtures in gymnasium with T5 HO fluorescent lighting fixtures with electronic ballasts.

Estimate of probable construction cost: \$20,000 - \$25,000
Design fees: \$2,500
Priority: Optional or required if major work occurs in facility

Upgrade and provide additional pole mounted lighting fixtures to provide minimum recommended illumination levels in the parking lot and main entrance sidewalk.

Estimate of probable construction cost: \$20,000 - \$25,000
Design fees: \$2,500
Priority: Optional or required if major work occurs in facility

Perform testing and infrared scanning of all electrical distribution equipment to determine any maintenance required.

Estimate of probable construction cost: \$10,000 - \$15,000
Design fees: Not applicable
Priority: Address within 1 year

Perform standard testing of fire alarm system to verify proper operation and determine any maintenance required.

Estimate of probable construction cost: \$5,000 - \$8,000
Design fees: Not applicable
Priority: Address within 1 year

Provide fire protection sprinkler system for basement areas of building to address Code requirements for new construction of similar facilities. This system would provide additional benefits and life safety protection for the building, but would probably not be triggered as a requirement unless there is significant remodel performed or the use of the basement areas change.

Estimate of probable construction cost: \$25,000 - \$35,000

Design fees:
Priority:

\$3,500
Optional or required if major work occurs in facility

Hillcrest Community Center
1800 SE 21st Street
Topeka, KS 66607



Site
Property consists of 26.31 acres located in the Park Hill Subdivision
The property features a playground facility, gazebo, a large multi-purpose field, outdoor tennis (1) and basketball courts (3) and a shelter house with outdoor grill



Building Access and parking

Access from the parking area to the building's main entrance is fairly removed. The building is accessed via a small sidewalk which transverses a grass island which then requires the pedestrians to cross an access drive. There are several adjacent ADA parking stalls which are fairly removed from the main entrance and should be located closer. The concrete sidewalk to the main entrance is in poor to fair condition and should be addressed.

The building appears to have ample parking, which is constructed of asphaltic paving which appears to be in good condition.

Building Data

Date of Construction:	1977
# of Stories:	1 story
Square Footage:	27,933
1 st Floor-	18,750sf
Gymnasium -	7,483sf
Health Center-	1,700sf
Fire Suppression system:	None
Fire Alarm System:	Yes

Known Construction work:

- Extensive settlement repair work was performed in the mid 1980's.
- Building addition and repair - 1993,
- Partial building remodel and ADA work - 1997
- HVAC system reworked 4-5 years ago. All units converted from electric to gas

Building Description:

Architectural Block exterior, flat roof, with aluminum storefront glazing. Building has a similar plan and design as the Oakland Community Center

Building Program:

Gymnasium-
Wood Flooring, Air conditioning present

Main level-

Reception and lobby area with large area with recreational equipment. The remainder of floor has a mix of rooms to support various functions. A portion of the building is comprised of office type spaces that are currently being used by the Visiting Nurses Association. This office component shares an entrance to the North of the building but is otherwise separated.

Restrooms-

Appears to have fully accessible restrooms.

Accessibility (ADA):

The building appears to generally conform to current and applicable codes.

Notes:

- VCT flooring in lobby starting to lose adhesion with substrate
- Some water staining in the ceilings were noted, possible roof issues may be present.
- Significant cracking and separation of block was noted in the locker rooms. See structural review comments

- Minor cracking was noted in the block walls in the Visiting Nurses Association office. These should be monitored but do not appear to be significant.
- It was noted that the building is lacking in storage space - the Women's locker room currently stores some equipment
- One racquet ball court has been converted to a Weight room.
- Site drainage on the East side of the building is poor and should be improved. Sidewalk settlement is evident along exterior handball courts.
- The gutters and downspouts appear to be leaking; this continued leaking has created some minor damage to the block walls in some locations. Further investigation of the roof should be performed as its condition is unknown.
- Gutters and downspouts drain at grade.
- Site drainage appears to be marginal
- See appendix for additional interior and exterior photographs of current condition.

Recommendation:

Finishes are relatively old and should be updated.

Gutters and downspouts appear to be leaking and should be replaced. The fascia, downspouts and gutter replacement should be done in a manner similar to the Oakland Community Center.

Exterior of building should be painted.

Repair Structural settlement issues

Renovation Budget:

\$280 - 700,000 should be budgeted for remodel work.

The low end of this budget is intended to address recommendations above while the upper end would include more extensive mechanical work.

This is based on a range of \$10-\$25 per square foot.

Also see Mechanical related recommendations and estimated costs.

Structural Assessment

Hillcrest Community Center is a single level building. The structural frame is a combination of a steel deck atop long span bar joists with exterior load bearing masonry wall. The area west of the gymnasium is framed with glulam beam and load bearing masonry walls. East of the gymnasium a reinforced concrete racket ball structure is present. Overall this building does have some signs of foundation settlement present; however, the level of settlement is nowhere near the settlement issue on the Rice Community Center. Photo's #9A through 9E detail some example of settlement observed at the locker room.



Photo 9A - Masonry Wall Cracking at Locker Room



Photo 9B - Masonry Wall Cracking at Locker Room



Photo 9C - Masonry Wall Cracking at Locker Room



Photo 9D - Masonry Wall Cracking at Locker Room



Photo 9E - Masonry Wall Cracking at Locker Room

These repairs are not at a level where foundation underpinning would be recommended. The cosmetic repair of these cracks knowing this repair may be needed in the future is the most cost effective repair at this time.

In addition to this area some minor foundation settlement was observed at the west lobby area. These cracks were similar in nature to the locker room cracking observed. The exterior masonry some masonry cracks in need of repair were present. Photo's #9F through 9I details these areas in need of repair.



Photo 9F - Exterior Masonry Cracking



Photo 9G - Exterior Masonry Cracking



Photo 9H - Exterior Masonry Cracking



Photo 91 - Exterior Masonry Cracking

Existing mechanical/electrical/plumbing systems:

Plumbing systems consists of vitreous china plumbing fixtures with flush valve controls for urinals and water closets. Domestic water piping is copper with fiberglass insulation. Waste and vent piping is predominantly cast iron. There is a 3-compartment sink in the kitchen which drains through a grease interceptor.

Heating, ventilating and air conditioning systems consist of numerous gas heating/electric cooling rooftop units installed within the last 10 years. The systems which were replaced had utilized underfloor supply air duct. The replacement systems utilize centralized combination supply/return air diffusers in larger areas and have reconfigured the original return air duct to be used as supply air duct and installed new return air duct with grilles. A small meeting room addition is served by a single gas furnace with direct expansion refrigerant coil and outdoor condensing units.

There is a kitchen hood installed above the range, but there is no provision for make-up air to the air exhausted by the hood.

The gymnasium is heated and cooled with multiple gas heating/electric cooling rooftop units.

The lighting in the facility is a mixture of T12 and T8 fluorescent lighting fixtures. The gymnasium lighting consists of metal halide lighting fixtures.

The electrical service is a 2000 amp, 120/208-volt, 3-phase, 4-wire system with a fused switch main distribution panel serving circuit breaker branch panelboards strategically located in the building. Equipment is provided with local disconnecting means, and the convenience receptacles are grounded typed receptacles.

The building includes a fire alarm system which has been upgraded in recent years. The system includes a main control panel, pull stations and audio/visual alarm units.

Conditions of existing systems:

The plumbing systems appear to be reasonably good condition. There was not any visual indication of leaking or deteriorated pipe. The plumbing fixtures appear to be original to the building and appear to be functioning properly. However, it is unlikely that the fixtures meet the maximum current water use requirements.

The existing rooftop units are in good condition and provide conditioned ventilation to all areas. The multiple units also provide zoned temperature control.

Current building Code requires make-up air provisions for any kitchen hood. Since the existing system does not include such provisions, the building is placed under a negative pressure when the kitchen hood is operated. This can be detrimental to the comfort of the building and could create dangerous situations if make-up air were to be pulled into the building through doors, building openings, combustion air louvers and furnace flues. This situation could make doors difficult to operate, pull flue gas (carbon monoxide) into the building or cause gas pilot lights to extinguish with the risk of inducing raw natural gas into the building.

The lighting fixtures are in fair condition overall. The T12 fluorescent lamps are no longer manufactured and are less energy efficient than T8 fluorescent and other lamps currently available. The metal halide lighting fixtures in the gymnasium are inefficient and require warm-up time before reaching full intensity. The existing exterior lighting consists of building mounted high intensity discharge type fixtures and a few pole mounted flood light fixtures in the parking area.

Unless the functions of the building are changed from its current or past use, the electrical power is likely adequate. This would not be the case if additional functions were provided. The condition of the interior components of the electrical equipment should be tested and evaluated to determine the condition and safety of this equipment.

The existing fire alarm system panel has been replaced in recent years. No operating problems were reported for the system.

Recommendations and estimated costs:

While no specific deficiencies were noted in the plumbing systems other than less than current Code required the water efficiency requirements, it is recommended that a general maintenance inspection occur. This inspection is to include testing each flush valve and faucet for proper operation, cleaning out all drains, traps and sewer piping, completing any leak repairs and repairing any pipe insulation as required. It is assumed that there would be some minimal work recommended to make the plumbing system available to operate at its optimum efficiency.

Estimate of probable construction cost: \$40,000 - 50,000
Design fees: \$5,000
Priority: Optional or required if major work occurs in facility

An optional improvement is to replace all of the plumbing fixtures with water-saving fixtures which meet current Code requirements.

Estimate of probable construction cost: \$100,000 - \$110,000
Design fees: \$11,000
Priority: Optional or required if major work occurs in facility

Provide gas-fired make-up air handling unit and duct to serve existing kitchen exhaust hood.

Estimate of probable construction cost: \$50,000 - \$60,000

Design fees: \$6,000
Priority: Address within 5 years

Replace existing T12 lighting fixtures in building with similar style T8 fixtures with energy efficient electronic ballasts.

Estimate of probable construction cost: \$75,000 - \$85,000
Design fees: \$8,500
Priority: Address within 5 years

Replace existing metal halide lighting fixtures in gymnasium with T5 HO fluorescent lighting fixtures with electronic ballasts.

Estimate of probable construction cost: \$40,000 - \$50,000
Design fees: \$5,000
Priority: Optional or required if major work occurs in facility

Upgrade and provide additional pole mounted lighting fixtures to provide minimum recommended illumination levels in the parking lot and main entrance sidewalk.

Estimate of probable construction cost: \$20,000 - \$25,000
Design fees: \$2,500
Priority: Optional or required if major work occurs in facility

Perform testing and infrared scanning of all electrical distribution equipment to determine any maintenance required.

Estimate of probable construction cost: \$10,000 - \$15,000
Design fees: Not applicable
Priority: Address within 1 year

Perform standard testing of fire alarm system to verify proper operation and determine any maintenance required.

Estimate of probable construction cost: \$5,000 - \$8,000
Design fees: Not applicable
Priority: Address within 1 year

Oakland Community Center
801 NE Poplar
Topeka, KS 66616



Site

Property consists of 40.75 acres

The property features a playground facility, walking trails, baseball fields (2), softball fields (2), an outdoor pool, Skate Park, large open fields and a shelter house with outdoor grill.



Building Access and parking

Access from the parking lot to the building is direct and via concrete sidewalks. The main entrance is at grade and appears to be accessible

The building appears to have ample parking, which is constructed of asphaltic paving which appears to be in good condition.

Building Data

Date of Construction:	1978
# of Stories:	1 story with partial basement
Elevator/Lift:	No
Square Footage:	20,142sf
Basement-	~1,000sf (Mechanical and Storage only)
1 st Floor-	9,959sf
Gymnasium -	7,483sf
Other-	1,700sf
Fire Suppression system:	None
Fire Alarm System:	Yes

Known Construction work:

- Partial building remodel and ADA work - 1997
- HVAC system reworked 4-5 years ago. All units converted from electric to gas
- Gym Floor Replacement - 2011
- New windows have been installed - date unknown
- New sheet metal fascia and roof work - date unknown

Building Description:

Architectural Block exterior, flat roof, with aluminum storefront glazing. Building has a similar plan and design as the Hillcrest Community Center

Building Program:

Gymnasium-
Wood flooring, Air conditioning present

Main level-

Reception and lobby area with large area with recreational equipment. Features a recessed conversation pit. The remainder of floor has a mix of rooms to support various functions.

Restrooms-

Appears to have accessible restrooms on main level.

Accessibility (ADA):

The building appears to generally conform to current and applicable codes.

Notes:

- Restrooms are currently sealed concrete.
- Exterior painting is in good condition
- Gutters and downspouts drain at grade
- Site drainage appears to be good
- Sidewalk settling was noted at back of building but not significant
- See appendix for additional interior and exterior photographs of current condition.

Recommendation:

Finishes are relatively old and should be updated.
Epoxy flooring should be installed in the locker rooms.

Renovation Budget:

\$200 - 500,000 should be budgeted for remodel work.

The low end of this budget is intended to address finish related work while the upper end would include more extensive mechanical work.

This is based on a range of \$10-\$25 per square foot.

The low end of this budget is intended to address recommendations above while the upper end would include more extensive mechanical work.

Also see Mechanical related recommendations and estimated costs.

Structural Assessment

The Oakland Community Center was constructed in 1977. The building construction consists of a structural steel gymnasium structure with a glulam frame entry area south of the gymnasium. A concrete structure is present under the stage area at the gymnasium. Overall, this building is in fairly good structural condition for a 37 year old building. Our only comments on this building are the exterior site drainage and the condition of the exterior concrete on the project. Photo's #6A, 6B, and 6C show downspouts adjacent to the building.



Photo 6A - Downspout Adjacent to Building



Photo 6B - Downspout Adjacent to Building



Photo 6C - Downspout Adjacent to Building

Photo 6D shows some exterior masonry spalling at the base of an exterior masonry wall.



Photo 6D - Exterior Concrete Spalling

During our visit of the facility, the manager indicated the locker room was presently utilized as a strong area. The concrete structure below the stage area may be a better area structurally to utilize for this purpose.

Existing mechanical/electrical/plumbing systems:

Plumbing systems consists of vitreous china plumbing fixtures with flush valve controls for urinals and water closets. Domestic water piping is copper with fiberglass insulation. Waste and vent piping is predominantly cast iron. There is a 3-compartment sink in the kitchen which drains through a grease interceptor.

Heating, ventilating and air conditioning systems consist of numerous gas heating/electric cooling rooftop units installed within the last 10 years. The systems which were replaced had utilized underfloor supply air duct. The replacement systems utilize centralized combination supply/return air diffusers in larger areas and have reconfigured the original return air duct to be used as supply air duct and installed new return air duct with grilles.

There is a kitchen hood installed above the range, but there is no provision for make-up air to the air exhausted by the hood.

The gymnasium is heated and cooled with multiple gas heating/electric cooling rooftop units.

The lighting in the facility is a mixture of T12 and T8 fluorescent lighting fixtures. The gymnasium lighting consists of metal halide lighting fixtures.

The electrical service is a 2000 amp, 120/208-volt, 3-phase, 4-wire system with a fused switch main distribution panel serving circuit breaker branch panelboards strategically located in the building.

Equipment is provided with local disconnecting means, and the convenience receptacles are grounded typed receptacles.

The building includes a fire alarm system which has been upgraded in recent years. The system includes a main control panel, pull stations and audio/visual alarm units.

Conditions of existing systems:

The plumbing systems appear to be reasonably good condition. There was not any visual indication of leaking or deteriorated pipe. The plumbing fixtures appear to be original to the building and appear to be functioning properly. However, it is unlikely that the fixtures meet the maximum current water use requirements.

The existing rooftop units are in good condition and provide conditioned ventilation to all areas. The multiple units also provide zoned temperature control.

Current building Code requires make-up air provisions for any kitchen hood. Since the existing system does not include such provisions, the building is placed under a negative pressure when the kitchen hood is operated. This can be detrimental to the comfort of the building and could create dangerous situations if make-up air were to be pulled into the building through doors, building openings, combustion air louvers and furnace flues. This situation could make doors difficult to operate, pull flue gas (carbon monoxide) into the building or cause gas pilot lights to extinguish with the risk of inducing raw natural gas into the building.

The lighting fixtures are in fair condition overall. The T12 fluorescent lamps are no longer manufactured and are less energy efficient than T8 fluorescent and other lamps currently available. The metal halide lighting fixtures in the gymnasium are inefficient and require warm-up time before reaching full intensity. The existing exterior lighting consists of building mounted high intensity discharge type fixtures and a few pole mounted flood light fixtures in the parking area.

Unless the functions of the building are changed from its current or past use, the electrical power is likely adequate. This would not be the case if additional functions were provided. The condition of the interior components of the electrical equipment should be tested and evaluated to determine the condition and safety of this equipment.

The existing fire alarm system panel has been replaced in recent years. No operating problems were reported for the system.

Recommendations and estimated costs:

While no specific deficiencies were noted in the plumbing systems other than less than current Code required the water efficiency requirements, it is recommended that a general maintenance inspection occur. This inspection is to include testing each flush valve and faucet for proper operation, cleaning out all drains, traps and sewer piping, completing any leak repairs and repairing any pipe insulation as required. It is assumed that there would be some minimal work recommended to make the plumbing system available to operate at its optimum efficiency.

Estimate of probable construction cost: \$40,000 - 50,000
Design fees: \$5,000
Priority: Optional or required if major work occurs in facility

An optional improvement is to replace all of the plumbing fixtures with water-saving fixtures which meet current Code requirements.

Estimate of probable construction cost: \$100,000 - \$110,000
Design fees: \$11,000
Priority: Optional or required if major work occurs in facility

Provide gas-fired make-up air handling unit and duct to serve existing kitchen exhaust hood.

Estimate of probable construction cost: \$50,000 - \$60,000

Design fees: \$6,000

Priority: Address within 5 years

Replace existing T12 lighting fixtures in building with similar style T8 fixtures with energy efficient electronic ballasts.

Estimate of probable construction cost: \$60,000 - \$70,000

Design fees: \$7,000

Priority: Address within 5 years

Replace existing metal halide lighting fixtures in gymnasium with T5 HO fluorescent lighting fixtures with electronic ballasts.

Estimate of probable construction cost: \$40,000 - \$50,000

Design fees: \$5,000

Priority: Optional or required if major work occurs in facility

Upgrade and provide additional pole mounted lighting fixtures to provide minimum recommended illumination levels in the parking lot and main entrance sidewalk.

Estimate of probable construction cost: \$20,000 - \$25,000

Design fees: \$2,500

Priority: Optional or required if major work occurs in facility

Perform testing and infrared scanning of all electrical distribution equipment to determine any maintenance required.

Estimate of probable construction cost: \$10,000 - \$15,000

Design fees: Not applicable

Priority: Address within 1 year

Perform standard testing of fire alarm system to verify proper operation and determine any maintenance required.

Estimate of probable construction cost: \$5,000 - \$8,000

Design fees: Not applicable

Priority: Address within 1 year

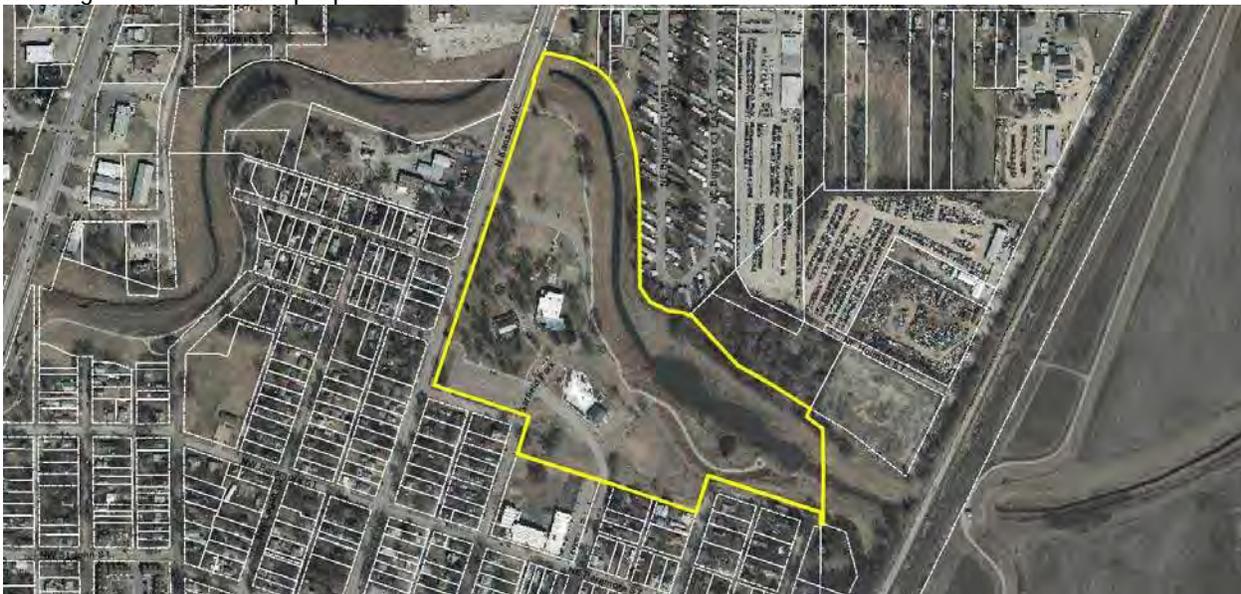
Garfield Community Center
1600 NE Quincy Street
Topeka, KS 66608



Site

Property consists of 33.11 acres.

The property features a shelter house, playground facility, gazebo, picnic pavilion, outdoor grill, walking trails and multi-purpose fields



Building Access and parking

Access from the parking lot is fairly removed from the building's main entrance. It is via concrete sidewalks and requires crossing access drives. Accessible parking is fairly close and but is located across an access drive. The main entrance is at grade and appears to be accessible

The building appears to have ample parking, which is constructed of asphaltic paving which appears to be in good condition.

Building Data

Date of Construction:
of Stories: 1 story with partial basement
Elevator: No
Square Footage: 12,528sf
 Basement: ~600sf (Mechanical room only)
 1st Floor- 5,630sf
 Gymnasium - 6,298sf
Fire Suppression system: None
Fire Alarm System: Yes

Known Construction work:

- Minor renovation work - 1983
- Partial building remodel and ADA work - 1997
- Boiler replaced - 2001
- Roof Replacement - 2003
- Windows have been replaced - date unknown
- Gym Floor Replacement - 2011

Building Description:

Brick veneer exterior, flat roof, with aluminum storefront glazing

Building Program:

Gymnasium-
Wood flooring, Air conditioning present

Main level-
Building features a small reception and lobby area with large area adjacent which serves as a multi-purpose room. The remainder of floor has a mix of rooms to support various functions. The stage area has been converted into a daycare. A relatively new computer lab has been built-out.

Restrooms-
Appears to have accessible restrooms on main level.

Accessibility (ADA):

The building appears to generally conform to current and applicable codes.

Notes:

- Building has a utility tunnel under slab for distribution
- Heating/cooling in daycare area is poor
- Ramp at back of building should receive a handrail
- Unused mechanical equipment should be removed from back of building
- Site drainage appears to be good
- Downspouts drain at grade
- See appendix for additional interior and exterior photographs of current condition.

Recommendation:

Finishes are relatively old and should be updated.

Renovation Budget:

\$185 - 375,000 should be budgeted for remodel work.

The low end of this budget is intended to address recommendations above while the upper end would include more extensive mechanical work.

This is based on a range of \$15-\$30 per square foot.

Also see Mechanical related recommendations and estimated costs.

Structural Assessment

The Garfield Community Center was constructed in 1957. In our opinion, this structure is in the best structural condition of the nine buildings observed. The building construction consists of a structural steel deck atop structural steel bar joists with steel frame with masonry infill. A similar structure with load bearing masonry appears to have been added to the original building. This building has been very well maintained and we observed no issues of structural concern with this building.

Existing mechanical/electrical/plumbing systems:

Plumbing systems consists of vitreous china plumbing fixtures with flush valve controls for urinals and water closets. Domestic water piping is copper with fiberglass insulation. Waste and vent piping is predominantly cast iron.

Heating system is a central hot water system consisting of two cast iron boilers (installed in 2001), two hot water circulating pumps and hot water piping routed in tunnels located around the perimeter of the building serving unit ventilators, fan coil units and convection fin tube units. Some of the existing equipment does not operate properly to provide adequate heat. Air conditioning equipment only exists in a few rooms of the building, and some of this equipment doesn't function well or at all. The weight room and game room lounge are served by hot water fan coil units with refrigerant coils and condensing units. However the cooling equipment is not operating properly or at all. The meeting room is also served by a hot water fan coil unit with refrigerant coil and condensing unit. The computer room is not provided by any heating or cooling equipment. The corridor is conditioned by a hot water fan coil unit with refrigerant coil, condensing unit and exposed ductwork routed through the corridor. The afterschool room includes hot water fin tube which provides little heat and no cooling equipment. The gymnasium is served by four gas heating/electric cooling rooftop units and has inoperable hot water fin tube units which has been disconnected and abandoned in place. Several of the areas in the building appear to be serving functions other than the building was originally designed for and do not include appropriate heating or cooling equipment.

The lighting in the facility is a mixture of T12 and T8 fluorescent lighting fixtures. The gymnasium lighting consists of metal halide lighting fixtures.

The electrical service is a 400 amp, 120/208-volt, 3-phase, 4-wire system with a circuit breaker main distribution panel serving circuit breaker branch panelboards strategically located in the building. Equipment is provided with local disconnecting means, and the convenience receptacles are grounded typed receptacles.

The building includes a fire alarm system is an older system of an age comparable to the original building construction. The system includes a main control panel, pull stations and audio/visual alarm units.

Conditions of existing systems:

The plumbing systems appear to be reasonably good condition. There was not any visual indication of leaking or deteriorated pipe. The plumbing fixtures appear to be original to the building and appear to

be functioning properly. However, it is unlikely that the fixtures meet the maximum current water use requirements.

Other than the existing rooftop units serving the gymnasium and the central plant boilers, the other equipment in the building is in poor condition or inoperable condition. It was noted that the heating systems provided little heat. It is likely that the systems require significant maintenance or complete replacement. Considering the poor condition of most of the equipment and the fact that several spaces are inadequately served with heating or cooling equipment because the space is being utilized for a purpose other than the building was originally designed for, it is recommended that the building systems be replaced in their entirety, except for the rooftop units in the gymnasium.

The lighting fixtures are in fair condition overall. The T12 fluorescent lamps are no longer manufactured and are less energy efficient than T8 fluorescent and other lamps currently available. The metal halide lighting fixtures in the gymnasium are inefficient and require warm-up time before reaching full intensity. The existing exterior lighting consists of building mounted high intensity discharge type fixtures and a few pole mounted light fixtures in the parking area.

Unless the functions of the building are changed from its current or past use, the electrical power is likely adequate. This would not be the case if additional functions were provided. The condition of the interior components of the electrical equipment should be tested and evaluated to determine the condition and safety of this equipment.

The age of the existing fire alarm system panel will begin to, if it hasn't already, create a challenge in locating repair and replacement parts. No operating problems were reported for the system.

Recommendations and estimated costs:

While no specific deficiencies were noted in the plumbing systems other than less than current Code required the water efficiency requirements, it is recommended that a general maintenance inspection occur. This inspection is to include testing each flush valve and faucet for proper operation, cleaning out all drains, traps and sewer piping, completing any leak repairs and repairing any pipe insulation as required. It is assumed that there would be some minimal work recommended to make the plumbing system available to operate at its optimum efficiency.

Estimate of probable construction cost: \$40,000 - 50,000
Design fees: \$5,000
Priority: Optional or required if major work occurs in facility

An optional improvement is to replace all of the plumbing fixtures with water-saving fixtures which meet current Code requirements.

Estimate of probable construction cost: \$90,000 - \$100,000
Design fees: \$10,000
Priority: Optional or required if major work occurs in facility

Replace heating and cooling systems for entire building. The costs for this option include an upgrade to the existing electrical service and electrical distribution systems due the likelihood that the existing service will be inadequate to serve the additional air conditioning equipment.

Estimate of probable construction cost: \$130,000 - \$140,000
Design fees: \$14,000
Priority: Address within 5 years

Replace existing T12 lighting fixtures in building with similar style T8 fixtures with energy efficient electronic ballasts.

Estimate of probable construction cost: \$20,000 - \$25,000
Design fees: \$2,500
Priority: Address within 5 years

Replace existing metal halide lighting fixtures in gymnasium with T5 HO fluorescent lighting fixtures with electronic ballasts.

Estimate of probable construction cost: \$40,000 - \$50,000

Design fees: \$5,000

Priority: Optional or required if major work occurs in facility

Upgrade and provide additional pole mounted lighting fixtures to provide minimum recommended illumination levels in the parking lot and main entrance sidewalk.

Estimate of probable construction cost: \$20,000 - \$25,000

Design fees: \$2,500

Priority: Optional or required if major work occurs in facility

Perform testing and infrared scanning of all electrical distribution equipment to determine any maintenance required.

Estimate of probable construction cost: \$10,000 - \$15,000

Design fees: Not applicable

Priority: Address within 1 year

Perform standard testing of fire alarm system to verify proper operation and determine any maintenance required.

Estimate of probable construction cost: \$5,000 - \$8,000

Design fees: Not applicable

Priority: Address within 1 year

Replace existing fire alarm system with new addressable system and new alarm devices.

Estimate of probable construction cost: \$25,000 - \$35,000

Design fees: \$3,500

Priority: Address within 5 years

Central Park Community Center
1534 SW Clay
Topeka, KS 66604



Site

Property consists of 15.43 acres.

The property features a playground facility, a large pond with a fishing dock, walking trails, a picnic pavilion, outdoor grill, walking trails and a football and track field



Building Access and parking

Access from the parking lot to the building is direct and via concrete sidewalks. The main entrance is elevated from the parking level. ADA access is via a ramp alongside the building. The ramp appears to

exceed allowable slope and run. The accessible parking area is adjacent to this area and has recently been re-worked. The number of accessible parking appears to be less than what is required by code.

The building appears to have ample parking, which is constructed of asphaltic paving which appears to be in good condition.

Building Data

Date of Construction:	1977
# of Stories:	2 stories with basement
Elevator/lift:	Yes (Internal)
Square Footage:	32,925sf
Basement-	10,913sf
1 st Floor-	10,429sf
2 nd Floor-	Not included - School District portion only
Gymnasium-	7,752sf
Other-	3,831sf
Fire Suppression system:	None
Fire Alarm System:	Yes

Known Construction work:

- Health Clinic offices were remodeled - 1991
- Mechanical system thermostat upgrades - 2012

Building Description:

Brick veneer exterior, flat roof, with aluminum storefront glazing. A portion of the building is occupied by USD 501 via a shared use agreement.

Building Program:

Gymnasium-

Wood flooring, no air conditioning is present. Gym is shared with USD 501

Basement-

Basement primarily consists of a health clinic and staff offices.

Main level-

Large lobby and reception area adjacent to recreation space, the remainder of the floor has a mix of rooms in various sizes to support different functions.

Restrooms-

All general use restrooms appear to be accessible and compliant. The restroom facilities in the locker rooms do not appear to be compliant

Accessibility (ADA):

Elevator or lift should be installed for accessible communication between levels. Exterior accessibility needs to be improved. The interior of the building appears to generally conform to current and applicable codes.

Notes:

- Staff office areas are relatively small and lacking natural light.
- There is a shared building security surveillance system.
- Roof access is via the interior of the building.
- Roof condition is unknown
- Roof drainage appears to be via internal drains discharged to the storm sewer
- Site drainage appears to be good.

- See appendix for additional interior and exterior photographs of current condition.

Recommendation:

Finishes are relatively old and should be updated.
Existing windows should be replaced with a new high performance glass and glazing system.

Renovation Budget:

\$300 - 600,000 should be budgeted for remodel work.
The low end of this budget is intended to address recommendations above while the upper end would include more extensive mechanical work.
This is based on a range of \$10-\$20 per square foot.
Also see Mechanical related recommendations and estimated costs.

Structural Assessment

The Central Park Community Center appears to be the largest community center out of the 9 buildings. This structure was constructed in 1977. The building construction is a combination of long span steel bar joists with exterior masonry bearing walls in combination with reinforced concrete basement structure at the south end of the building. Based upon consideration of the building's size and age, it appears to be in good condition. At the gym area, several relatively minor settlement cracks were observed in the perimeter masonry gymnasium walls. Photo's #3A through 3C outlines this condition.

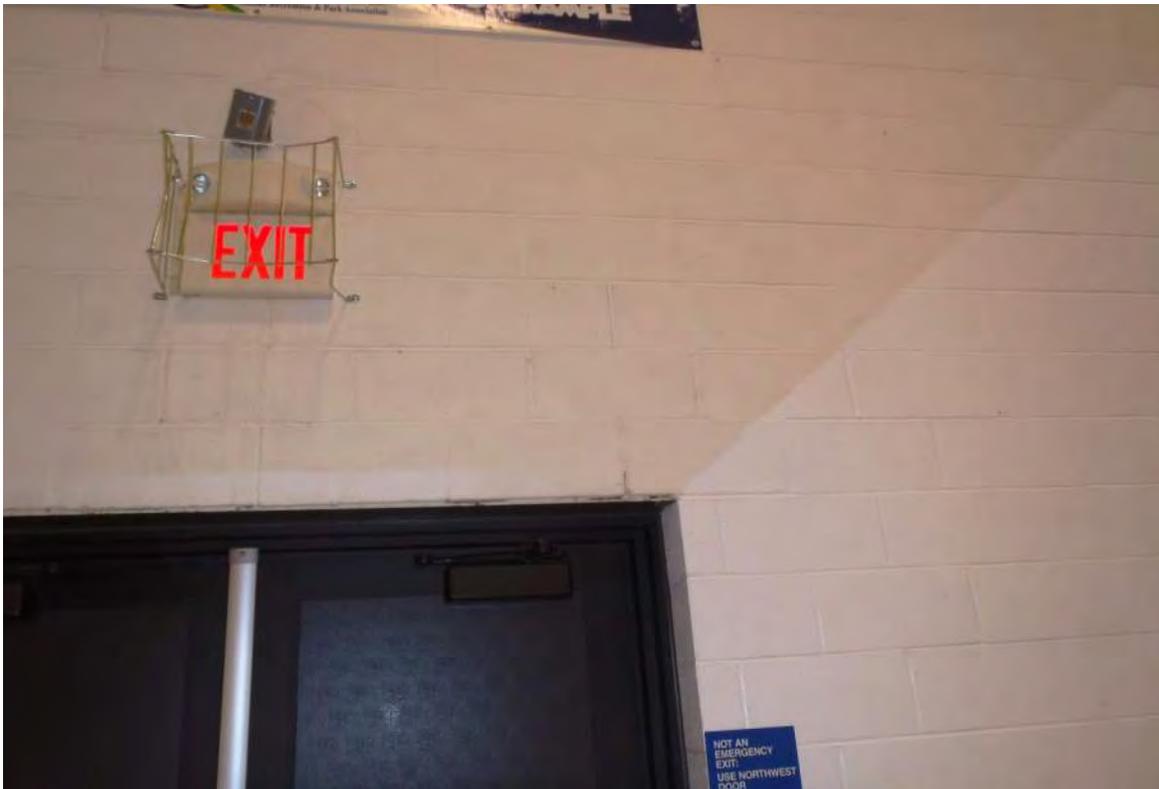


Photo 3A - Masonry Cracking at Interior Gymnasium Wall



Photo 3B - Masonry Cracking at Interior Gymnasium Wall



Photo 3C - Masonry Cracking at Interior Gymnasium Wall

At the exterior exposed concrete structure at the south end of the building, some concrete spalling in need of repair was observed. Photo's #3D and 3E outline this condition.



Photo 3D - Concrete Spalling at Exterior Concrete Structure



Photo 3E - Concrete Spalling at Exterior Concrete Structure

In review of the construction, the strongest area of this building is the concrete framed basement area which would be the strongest area of the building in a storm condition although it is not designed as a tornado resistant area.

Existing mechanical/electrical/plumbing systems:

Plumbing systems consists of vitreous china plumbing fixtures with flush valve controls for urinals and water closets. Domestic water piping is copper with fiberglass insulation. There are (4) existing natural gas water heaters located in the equipment room, but only (1) is currently operable and connected to the domestic piping system. The (3) decommissioned water heaters have been taken out of service as they experienced maintenance problems. Since the actual shower use and demand for hot water is low, a single water heater has been capable of providing the domestic hot water needs. Waste and vent piping is predominantly cast iron. There is a 3-compartment sink in the kitchen which drains through a grease interceptor.

The building primary heating and cooling systems have been upgraded in 2004 and consists of a two high-efficiency hot water boiler with primary and (5) secondary hot water loop pumps, a variable-air-volume air handling unit with refrigerant coil and outdoor condensing unit serving VAV terminal units. The boilers, pumps and air handling unit are all located in the basement of the building. Parts of the same room are used for storage.

The gymnasium is served by heating and ventilating air handling units, and roof mounted relief hoods. A furnace serves the mat room from an adjacent room with a return air grill located in and adjacent equipment supply room separated by a wall with a door. An air handling unit with gas duct heater provides heating and ventilation for a second floor physical education and gymnastics room.

Hot water fin tube and fan coil units are located on the perimeter walls of the building.

There is a kitchen hood installed above the range, but there is no provision for make-up air to the air exhausted by the hood.

The lighting in the facility consists of T12 fluorescent lighting fixtures.

The electrical service is a 1200 amp, 120/208-volt, 3-phase, 4-wire system with a fused main distribution panel serving circuit breaker branch panelboards strategically located in the building. Equipment is provided with local disconnecting means, and the convenience receptacles are grounded typed receptacles.

The building includes a fire alarm system is an older system of an age comparable to the original building construction. The system includes a main control panel, pull stations, audio/visual alarm units and ceiling smoke detectors in the public areas.

Conditions of existing systems:

The plumbing systems appear to be reasonably good condition. There was not any visual indication of leaking or deteriorated pipe. The plumbing fixtures appear to be original to the building and appear to be functioning properly. However, it is unlikely that the fixtures meet the maximum current water use requirements.

The existing mechanical systems and components appear to be in very good condition.

Current building Code requires make-up air provisions for any kitchen hood. Since the existing system does not include such provisions, the building is placed under a negative pressure when the kitchen hood is operated. This can be detrimental to the comfort of the building and could create dangerous situations if make-up air were to be pulled into the building through doors, building openings,

combustion air louvers and furnace flues. This situation could make doors difficult to operate, pull flue gas (carbon monoxide) into the building or cause gas pilot lights to extinguish with the risk of inducing raw natural gas into the building.

The lighting fixtures are in good condition, but the T12 fluorescent lamps are no longer manufactured and are less energy efficient than T8 fluorescent and other lamps currently available.

The main electrical equipment is in good condition. Unless the functions of the building are changed from its current or past use, the electrical power is likely adequate. This would not be the case if additional functions were provided. The condition of the interior components of the electrical equipment should be tested and evaluated to determine the condition and safety of this equipment.

The age of the existing fire alarm system panel will begin to, if it hasn't already, create a challenge in locating repair and replacement parts. No operating problems were reported for the system.

Recommendations and estimated costs:

While no specific deficiencies were noted in the plumbing systems other than less than current Code required the water efficiency requirements, it is recommended that a general maintenance inspection occur. This inspection is to include testing each flush valve and faucet for proper operation, cleaning out all drains, traps and sewer piping, completing any leak repairs and repairing any pipe insulation as required. It is assumed that there would be some minimal work recommended to make the plumbing system available to operate at its optimum efficiency.

Estimate of probable construction cost: \$40,000 - 50,000
Design fees: \$5,000
Priority: Optional or required if major work occurs in facility

An optional improvement is to replace all of the plumbing fixtures with water-saving fixtures which meet current Code requirements.

Estimate of probable construction cost: \$110,000 - \$120,000
Design fees: \$12,000
Priority: Optional or required if major work occurs in facility

Provide gas-fired make-up air handling unit and duct to serve existing kitchen exhaust hood.

Estimate of probable construction cost: \$50,000 - \$60,000
Design fees: \$6,000
Priority: Address within 5 years

Replace existing T12 lighting fixtures in building with similar style T8 fixtures with energy efficient electronic ballasts.

Estimate of probable construction cost: \$100,000 - \$110,000
Design fees: \$11,000
Priority: Address within 5 years

Perform testing and infrared scanning of all electrical distribution equipment to determine any maintenance required.

Estimate of probable construction cost: \$10,000 - \$15,000
Design fees: Not applicable
Priority: Address within 1 year

Perform standard testing of fire alarm system to verify proper operation and determine any maintenance required.

Estimate of probable construction cost: \$5,000 - \$8,000
Design fees: Not applicable
Priority: Address within 1 year

Replace existing fire alarm system with new addressable system and new alarm devices.

Estimate of probable construction cost: \$60,000 - \$70,000

Design fees: \$7,000

Priority: Address within 5 years

Provide fire protection sprinkler system for basement areas of building to address Code requirements for new construction of similar facilities. This system would provide additional benefits and life safety protection for the building, but would probably not be triggered as a requirement unless there is significant remodel performed or the use of the basement areas change.

Estimate of probable construction cost: \$400,000 - \$450,000

Design fees: \$45,000

Priority: Optional or required if major work occurs in facility

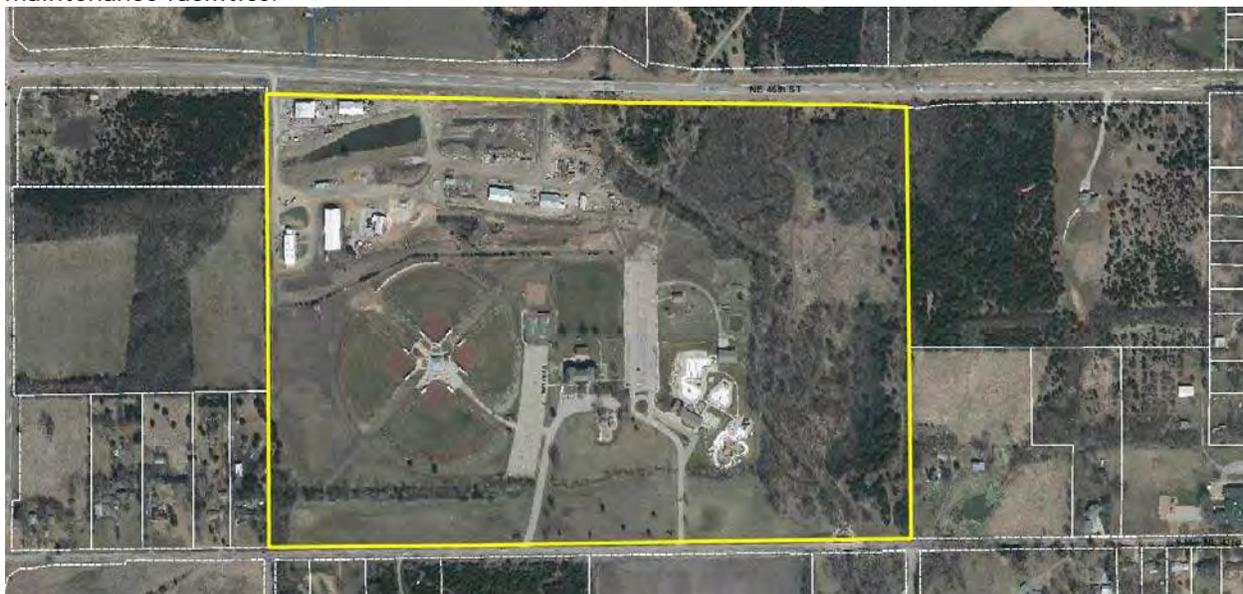
Shawnee North Community Center
300 NE 43rd Street
Topeka, KS 66617



Site

Property consists of 109.89 acres.

The property features playground facilities, shelter house, sand volleyball, gazebo, baseball fields (4) with concessions, outdoor tennis courts (2), a shelter house with outdoor grill, an aquatic center and maintenance facilities.



Building Access and parking

Access from the parking lot to the building is fairly direct and via concrete sidewalks. The main entrance is elevated and is not ADA compliant.

The building appears to have ample parking, which is constructed of asphaltic paving which appears to be in good condition.

Building Data

Date of Construction:	1920
# of Stories:	2 stories with basement
Elevator/lift:	Yes (internal)
Square Footage:	15,555sf
Basement-	5,185sf
1 st Floor-	5,185sf
2 nd Floor-	5,185sf
Fire Suppression system:	None
Fire Alarm System:	Yes

Known Construction work:

- Mechanical upgrades - 1985
- Window Replacement - 1985
- 1st and Basement Renovation - 1987
- 2nd floor remodel - 1988
- Basement Porch Repair - 1988
- Building remodel - 2005

Building Description:

Brick veneer exterior, Asphalt shingle roof, with aluminum or vinyl double hung windows

Building Program:

Basement-

Basement is partially exposed. Consists of various rooms of different sizes, includes a kitchen and daycare area.

Main level-

Reception and lobby adjacent to main entrance. Features a fairly large open recreation area. Other rooms with different functions are also located on this floor.

Upper Level-

Primary use of this floor was office space for the Parks and Recreation department. Offices were of adequate size. Large Multi-purpose spaces were located at the ends of the hall

Restrooms-

Restrooms do not appear to be accessible on any of the floors.

Accessibility (ADA):

Overall accessibility at this facility is very poor.

Notes:

- Exterior drainage issues are present at the exit from the mechanical room
- Site drainage is poor at the back of the building and should be improved.
- Fire escapes from exterior decks are not compliant
- Exterior decks are in failing condition and should be addressed immediately.
- The exterior of the building is in good shape less the decks.
- Gutters and downspouts drain at grade.
- Site drainage appears to be marginal in some areas.

- See appendix for additional interior and exterior photographs of current condition.

Recommendation:

Further ADA / accessibility should be performed; an exterior and interior lift should likely be installed. Bathrooms should be brought into compliance.
Exterior drainage improvements are needed.
Exterior decks should be re-built

Renovation Budget:

\$240 - \$480,000 should be budgeted for remodel work.
The low end of this budget is intended to address recommendations above while the upper end would include more extensive mechanical work.
Also see Mechanical related recommendations and estimated costs.

Structural Assessment

The Shawnee North Community Center is the oldest of all of the community centers observed. It was originally constructed in the 1920's as a building for the poor. The three level structure was constructed out of reinforced concrete with east and west exterior wood decks and a concrete stair and second level entry to the south. The interior of this building has performed well over the years; however, all of the exterior elements have experienced some level of distress. At the east and west ends of the buildings, exterior wood decks have significant sign of deterioration. At the west deck, the wood deck substructure was inaccessible for view; however, the wood deck is severely deteriorated and signs are present that this substructure is also probably deteriorated and in need of repair. Photo's 4A through 4H outline the condition of the west deck. This deck has been barricaded from public access and in its condition it is in need of substantial structural repair. It should not be occupied until structural repair is completed. The structural steel fire escape stair at the west deck appears to be significantly undersized and not in compliance with building code. The upper level the east wood deck was observed to be in similar condition to the west deck with a structure in need of repair which should not be occupied at this time. Photo's #4I and 4J detail this condition.



Photo 4A - West Deck Deterioration



Photo 4B - West Deck Deterioration



Photo 4C - West Deck Deterioration



Photo 4D - West Deck Deterioration



Photo 4E - West Deck Deterioration



Photo 4F - West Deck Deterioration



Photo FG - West Deck Deterioration



Photo 4H - West Deck Deterioration



Photo 4I - Top Level Exterior Wood Deck



Photo 4J - Top Level East Exterior Wood Deck

The lower level of the east exterior deck has been repaired with new decking observed. This is the only wood deck we would consider safe for occupancy at this point in time. At the south concrete stairs, the metal form deck, which appears to be part of past repairs, has delaminated from the concrete and is in need of repair. Photo's #4K and 4L outline their condition. In addition to issues with metal deck, some initial signs of corrosion deterioration at exterior concrete was observed. Photo's #4M thru 4O detail some examples of these conditions which are nearing the point of needing significant structural repair.



Photo 4K - Deterioration at South Exterior Concrete



Photo 4L - Deterioration at South Exterior Concrete



Photo 4M - Corrosion Deterioration at South Exterior Concrete



Photo 4N - Corrosion Deterioration at South Exterior Concrete



Photo 4O - Corrosion Deterioration at South Exterior Concrete

Existing mechanical/electrical/plumbing systems:

Plumbing systems consists of vitreous china plumbing fixtures with flush valve controls for urinals and water closets. Domestic water piping is copper with fiberglass insulation. Waste and vent piping is predominantly cast iron. There is a 3-compartment sink in the kitchen.

The building heating and cooling systems have been installed in 2006 and consists of a single high-efficiency hot water boiler with primary and secondary hot water pump, 60-ton condensing unit with indoor plate heat exchanger, chilled water pump, air handling units, fan coil units, hot water convection units and a heat recovery ventilation unit. Other system components include cabinet hot water fan coil units located at the exterior walls of the building, two blower coil units and two air handling units with chilled water and hot water coils located in the attic and a heat recovery ventilation unit located in the attic. While all of the blower coil units and air handling units include chilled water and hot water coils, only the west air handling unit hot water coil is connected to the hot water piping. The hot water coils in the blower coil units and the east air handling unit are not currently connected, although hot water piping is available in the attic for future connection.

There are two residential grade kitchen hoods installed above two residential grade ranges, but there is no provision for make-up air to the air exhausted by the hoods.

The lighting in the facility consists of T12 fluorescent lighting fixtures with parabolic reflectors.

The electrical service is a 1200 amp, 120/208-volt, 3-phase, 4-wire system with a main distribution panel serving circuit breaker branch panelboards strategically located in the building. The main service equipment and much of the distribution system were updated in 2006 when the mechanical systems equipment was installed. Equipment is provided with local disconnecting means, and the convenience receptacles are grounded typed receptacles.

The building includes a fire alarm system which has been upgraded in recent years. The system includes a main control panel, pull stations, audio/visual alarm units and ceiling smoke detectors in the public areas.

Conditions of existing systems:

The plumbing systems appear to be reasonably good condition. There was not any visual indication of leaking or deteriorated pipe. The plumbing fixtures appear to be original to the building and appear to be functioning properly. However, it is unlikely that the fixtures meet the maximum current water use requirements.

The existing mechanical systems and components appear to be in very good condition. It appears that the intent of the system design intent is that the older heating fan coil units could be removed in the future and the hot water coils in the east air handling unit and the blower coil units could be connected to the hot water piping to support the entire building with the air handling and blower coil units located in the attic.

The lighting fixtures are in good condition, but the T12 fluorescent lamps are no longer manufactured and are less energy efficient than T8 fluorescent and other lamps currently available.

The main electrical equipment is in good condition. Unless the functions of the building are changed from its current or past use, the electrical power is likely adequate. This would not be the case if additional functions were provided. The condition of the interior components of the electrical equipment should be tested and evaluated to determine the condition and safety of this equipment.

The existing fire alarm system panel has been replaced in recent years. No operating problems were reported for the system.

Recommendations and estimated costs:

While no specific deficiencies were noted in the plumbing systems other than less than current Code required the water efficiency requirements, it is recommended that a general maintenance inspection occur. This inspection is to include testing each flush valve and faucet for proper operation, cleaning out all drains, traps and sewer piping, completing any leak repairs and repairing any pipe insulation as required. It is assumed that there would be some minimal work recommended to make the plumbing system available to operate at its optimum efficiency.

Estimate of probable construction cost: \$40,000 - 50,000
Design fees: \$5,000
Priority: Optional or required if major work occurs in facility

An optional improvement is to replace all of the plumbing fixtures with water-saving fixtures which meet current Code requirements.

Estimate of probable construction cost: \$55,000 - \$65,000
Design fees: \$6,500
Priority: Optional or required if major work occurs in facility

Provide a grease interceptor to serve the existing 3-compartment sink in the kitchen.

Estimate of probable construction cost: \$5,000 - \$8,000
Design fees: \$800
Priority: Address within 1 year

Replace existing T12 lighting fixtures in building with similar style T8 fixtures with energy efficient electronic ballasts.

Estimate of probable construction cost: \$45,000 - \$55,000
Design fees: \$5,500
Priority: Address within 5 years

Perform testing and infrared scanning of all electrical distribution equipment to determine any maintenance required.

Estimate of probable construction cost: \$10,000 - \$15,000
Design fees: Not applicable
Priority: Address within 1 year

Perform standard testing of fire alarm system to verify proper operation and determine any maintenance required.

Estimate of probable construction cost: \$5,000 - \$8,000
Design fees: Not applicable
Priority: Address within 1 year

Crestview Community Center
4801 SW Shunga Drive
Topeka, KS 66614



Site

Property consists of 63.61 acres

The property features playground facilities, walking trails, outdoor tennis (2), sand volleyball, baseball field, and a shelter house with outdoor grill



Building Access and parking

Access from the parking lot to the building is fairly removed. Access is via a concrete sidewalk which appears to exceed allowable slope in some areas. The main entrance is at grade and appears to be accessible.

The building appears to have ample parking, which is constructed of asphaltic paving which appears to be in good condition.

Building Data

Date of Construction: 1963

of Stories: 1 Story
Square Footage: 15,707sf
1st Floor- 7,008sf
Gymnasium- 8,762sf
Fire Suppression system: None
Fire Alarm System: Yes

Known Construction work:

- Roof and Siding replacement - 1998
- HVAC system upgrades - 2003
- Addition and partial remodel - 2007
- Exterior windows doors replaced - date unknown

Building Description:

Brick veneer exterior, Asphalt shingle roofing, with aluminum storefront glazing

Building Program notes:

Gymnasium-

Wood flooring, Air conditioning is present

Main level-

Small lobby reception area, with various rooms sizes for different functions throughout.
A relatively new Multi-purpose room addition was built in 2007

Restrooms-

Appears to have accessible restrooms on main level.

Accessibility (ADA):

The building appears to generally conform to current and applicable codes.

Notes:

- Building is located in the flood plain and has had flooding issues in the past
- Roof appears relatively new and in good shape
- Gutters and downspouts drain at grade.
- Site drainage appears to be good.
- Air supply to gym is via underground ducts with a high return service
- Site drainage appears to be good.
- The outdoor pool has been removed but the old shower / locker room building remains and would be well served to be re-programmed for another suitable use
- See appendix for additional interior and exterior photographs of current condition.

Recommendation:

Some areas of the building have relatively dated finishes and could be updated

Renovation Budget:

\$150 - \$375,000 should be budgeted for remodel work.

The low end of this budget is intended to address recommendations above while the upper end would include more extensive mechanical work.

Also see Mechanical related recommendations and estimated costs.

Structural Assessment

The Crestview Community Center was originally constructed in 1963. Several additions have been added to this building over the years. The original building was constructed with glulams and load

bearing masonry bearing walls. The additions appear to be constructed with steel deck atop structural steel bar joists atop wide flange beams in combination with load bearing masonry. This building complex appears to be very well constructed with minimal signs of structural concern observed during the visit. Photo's #2A details some minor corrosion at an exterior building column in need of repair/re-painting. Photo 2B details a minor settlement crack at an interior masonry wall.



Photo 2A - Minor Corrosion at Exterior Column



Photo 2B - Minor Settlement Crack at Interior Non-Bearing Masonry Wall

Photo #2C and 2D detail some exterior wood soffits and fascia boards showing sign of age in need of repair.



Photo 2C - Exterior Exposed Wood



Photo 2D - Exterior Exposed Wood

Existing mechanical/electrical/plumbing systems:

Plumbing systems consists of vitreous china plumbing fixtures with flush valve controls for urinals and water closets. Domestic water piping is copper with fiberglass insulation. Waste and vent piping is predominantly cast iron.

The building heating system has been upgraded in 2004 and consists of a one high-efficiency hot water boiler with hot water pumps providing hot water to fan coil units and an air handling unit. The fan coil units and air handling unit also include refrigerant coils and outdoor condensing units to provide cooling to the spaces served by this equipment. All of the condensing units were installed in 2007. Fan coil units provide heating and cooling for the offices and multipurpose rooms. The air handling unit serves the gymnasium with underfloor supply air duct and wall mounted return air grilles.

Two gas furnaces with refrigerant coil and outdoor condensing units serve a multipurpose room addition constructed in 2007.

The locker rooms associated with a pool, which was recently removed, is served by a high efficiency, gas furnace and distribution ductwork.

The lighting in the facility consists of T12 fluorescent lighting fixtures.

The electrical service is a 600 amp, 120/208-volt, 3-phase, 4-wire system with a fused main distribution panel serving circuit breaker branch panelboards strategically located in the building. Equipment is provided with local disconnecting means, and the convenience receptacles are grounded typed receptacles.

The building includes a fire alarm system is nearly 25 years old. The system includes a main control panel, pull stations, audio/visual alarm units and ceiling smoke detectors in the public areas.

Conditions of existing systems:

The plumbing systems appear to be reasonably good condition. There was not any visual indication of leaking or deteriorated pipe. The plumbing fixtures appear to be original to the building and appear to be functioning properly. However, it is unlikely that the fixtures meet the maximum current water use requirements.

The existing mechanical systems and components appear to be in very good condition.

The lighting fixtures are in good condition, but the T12 fluorescent lamps are no longer manufactured and are less energy efficient than T8 fluorescent and other lamps currently available.

The main electrical equipment is in good condition. Unless the functions of the building are changed from its current or past use, the electrical power is likely adequate. This would not be the case if additional functions were provided. The condition of the interior components of the electrical equipment should be tested and evaluated to determine the condition and safety of this equipment.

The age of the existing fire alarm system panel will begin to, if it hasn't already, create a challenge in locating repair and replacement parts. No operating problems were reported for the system.

Recommendations and estimated costs:

While no specific deficiencies were noted in the plumbing systems other than less than current Code required the water efficiency requirements, it is recommended that a general maintenance inspection occur. This inspection is to include testing each flush valve and faucet for proper operation, cleaning out all drains, traps and sewer piping, completing any leak repairs and repairing any pipe insulation as required. It is assumed that there would be some minimal work recommended to make the plumbing system available to operate at its optimum efficiency.

Estimate of probable construction cost: \$40,000 - 50,000
Design fees: \$5,000
Priority: Optional or required if major work occurs in facility

An optional improvement is to replace all of the plumbing fixtures with water-saving fixtures which meet current Code requirements.

Estimate of probable construction cost: \$75,000 - \$85,000
Design fees: \$8,500
Priority: Optional or required if major work occurs in facility

Replace existing T12 lighting fixtures in building with similar style T8 fixtures with energy efficient electronic ballasts.

Estimate of probable construction cost: \$45,000 - \$55,000
Design fees: \$5,500
Priority: Address within 5 years

Perform testing and infrared scanning of all electrical distribution equipment to determine any maintenance required.

Estimate of probable construction cost: \$10,000 - \$15,000
Design fees: Not applicable
Priority: Address within 1 year

Perform standard testing of fire alarm system to verify proper operation and determine any maintenance required.

Estimate of probable construction cost: \$5,000 - \$8,000
Design fees: Not applicable
Priority: Address within 1 year

Replace existing fire alarm system with new addressable system and new alarm devices.

Estimate of probable construction cost: \$25,000 - \$35,000
Design fees: \$3,500
Priority: Address within 5 years

Velma K. Paris Community Center
6715 SW Westview Road
Topeka, KS 66619



Site

Property consists of 64.06 acres

The property features a playground facilities, baseball fields (2) and soccer fields.



Building Access and parking

Access from the parking lot to the building is direct. Access to main entrance is via a concrete sidewalk. The main entrance is at grade and appears to be accessible. Accessible parking is located adjacent to the secondary entrance on the North side of the building.

The building appears to have ample parking, which is constructed of asphaltic paving which appears to be in good condition.

Building Data

Date of Construction:
of Stories: 1 story
Square Footage: 9,633sf
 1st Floor- 5,633sf
 GYM- 4,000sf
Fire Suppression system: None
Fire Alarm System: Yes

Known Construction work:

- Classroom addition -1987
- Classroom addition and remodel - 2002

Building Description:

Building structure is a pre-manufactured metal building type structure with metal roofing and siding

Building Program:

Main level-

The reception and lobby area is relatively small with direct access to the large multi-purpose room. The North end of the building has a weight room and daycare facility.

Restrooms-

Appears to have accessible restrooms on main level.

Accessibility (ADA):

The building appears to generally conform to current and applicable codes.

Notes:

- Building is in overall good shape.
- Finishes are relatively new and attractive.
- Gutters and downspouts drain at grade.
- Site drainage appears to be good.
- See appendix for additional interior and exterior photographs of current condition.

Recommendation:

Building could use slight finish upgrades but no major work or needs were noted

Renovation Budget:

\$50 - 150,000 should be budgeted for remodel work.

This is based on a range of \$5-\$15 per square foot.

The low end of this budget is intended to address recommendations above while the upper end would include more extensive mechanical work.

Also see Mechanical related recommendations and estimated costs.

Structural Assessment

The Velma K. Paris Community Center is a single story pre-engineered metal building. This building was constructed in two phases with the first phase being approximately 20 to 30 years old and the second phase being 10 to 20 years old. Due to this building being originally part of Forbes Air Force Base, the exact age of this building could not be determined. Overall, this building appears to be very well maintained and in very good structural condition. The foundation for the structure appears to be in good condition with very minimal signs of differential foundation settlement observed. Our only comment on this facility is the condition of the exterior metal building façade. Several areas of panel damage were observed during our review. Photo's 1A through 1D detail this condition which is in need of repair:



Photo 1A - Metal Facade Panel Impact Damage



Photo 1B - Metal Facade Panel Impact Damage



Photo 1C - Metal Facade Panel Impact Damage



Photo 1D - Metal Facade Panel Impact Damage

Existing mechanical/electrical/plumbing systems:

Plumbing systems consists of vitreous china plumbing fixtures with flush valve controls for urinals and water closets. Domestic water piping is copper with fiberglass insulation.

A single air handling unit with refrigerant coil, outdoor condensing unit and gas-fired duct furnaces serves all of the building except for the west and north additions. This air handling unit serves the large multipurpose room as well as offices and some smaller rooms. There are no air transfer duct provisions to allow return air to flow from these smaller rooms if the doors are closed. The west addition is served by a gas-fired furnace with refrigerant coil and outdoor condensing unit. The north addition is also served by a dedicated gas-fired furnace with refrigerant coil and outdoor condensing unit.

The lighting in the facility consists of T8 fluorescent lighting fixtures throughout except for the large multipurpose room which is illuminated by T5 HO fluorescent fixtures.

The electrical service is a 600 amp, 120/208-volt, 3-phase, 4-wire system with a main distribution panel serving circuit breaker branch panelboards strategically located in the building. Equipment is provided with local disconnecting means, and the convenience receptacles are grounded typed receptacles.

There is no fire alarm system in the building.

Conditions of existing systems:

The plumbing systems appear to be reasonably good condition. There was not any visual indication of leaking or deteriorated pipe. The plumbing fixtures appear to be original to the building and appear to

be functioning properly. However, it is unlikely that the fixtures meet the maximum current water use requirements.

The existing mechanical systems and components appear to be in good condition.

The lighting fixtures are in good condition and the T8 and T5 HO lighting fixtures are the most efficient type of lighting fixtures available for the needs of this building.

The main electrical equipment is in good condition. Unless the functions of the building are changed from its current or past use, the electrical power is likely adequate. This would not be the case if additional functions were provided. The condition of the interior components of the electrical equipment should be tested and evaluated to determine the condition and safety of this equipment.

Recommendations and estimated costs:

An optional improvement is to replace all of the plumbing fixtures with water-saving fixtures which meet current Code requirements.

Estimate of probable construction cost:	\$60,000 - \$70,000
Design fees:	\$6,000
Priority:	Optional or required if major work occurs in facility

Perform testing and infrared scanning of all electrical distribution equipment to determine any maintenance required.

Estimate of probable construction cost:	\$10,000 - \$15,000
Design fees:	Not applicable
Priority:	Address within 1 year

Provide with new addressable fire alarm system and new alarm devices.

Estimate of probable construction cost:	\$15,000 - \$20,000
Design fees:	\$2,000
Priority:	Address within 5 years