City of Cheyenne
Parks & Recreation

FACILITIES MASTER PLAN

December, 1992

landplan engineering

in association with
Recreation Ventures Management Inc.
David Ohde
PKG Design Group

INTRODUCTION

Purpose of the Study

The purpose of this plan was to create a blueprint for the expanded operations and maintenance and the continued redevelopment of the City's existing Parks and Recreational System. It also sets the priorities for the facilities needed to achieve the community's desires for expanded park and recreation areas and facilities for at least the next decade and propose future park land acquisition for the decade beyond.

This study was undertaken with the following analysis and recommendation process in preparing a comprehensive plan for Cheyenne's Parks and Recreation System.

I. Site Inventory and Analysis:

Reproducible mylar base maps for each of the existing City parks were prepared based on City-provided mapping and on-site observation.

A three-day work session from April 20 to 23rd in Cheyenne including on-site observation for all City parks, meetings with Parks and Recreation staff, the Greater Cheyenne Recreation Commission and other City staff members served as the project commencement session. Needs and goals for this study was outlined in the respective meetings.

II. Community Operational, Maintenance and Recreational Needs Evaluation:

The relative community demographics, community growth patterns, trends in recreational use, current recreational programs, and existing facilities, current local parks operations and maintenance programs and non-city operated facilities and programs were evaluated in summarizing Cheyenne's recreational needs.

A three-day work session from June 1 to 3 in Cheyenne with facility observations, City Parks and Recreation staff meetings, a review of findings with the Greater Cheyenne Recreation Commission, Mayor Gary Schaeffer and other City staff members gave the Landplan team additional opportunity to share findings and receive new information.

III. Implementation Strategies:

Recommendations for implementing proposed recreational features, policies for park growth, facility maintenance standards, a capital improvements plan and funding summary have been herewith included as a guideline for the City.

IV. Recreation Center:

Potential Recreation Center sites as designated by City staff have been evaluated based on location, size configuration, availability of services, natural features and infrastructure/traffic circulation. Available City information previously used for such facility development was reviewed. Current Space and program needs and projections for growth in facility use were examined. The in-town private and/or public facilities determined to compete with a new multi-use recreation center were identified. Conceptual floor plans and site development plans based on existing and proposed program and facility needs were prepared. An opinion of Probable Costs has been submitted based on a range of development costs associated with a preferred site. This preferred site will be recommended from those identified potential sites. A color-rendered conceptual site development plan accompanies building concept plans for presentation purposes.

A three-day work session from September 23 to 26 allowed preliminary recommendations to be reviewed with the Parks and Recreation Director, Assistant Director and Division heads for Recreation, Parks, Golf, Aquatics, Botanic Gardens and Forestry. A meeting with the Recreation Commission and park/athletic field user group representatives served to present preliminary recommendations and to receive comments from various user groups reprsented.

V. Master Plan Document:

The Parks and Recreation master plan recommendations were reviewed with City Parks staff members and presented to the October 21st City Council Meeting of the Whole. Public comments were taken by the Council, City staff and consultant.

The City Council adopted the Master Plan by Resolution No. 3350 as of December 14, 1992.

ACKNOWLEDGEMENTS

This Comprehensive Parks and Recreation Facilities Master Plan was undertaken buy the City of Cheyenne. This plan was overseen by the Park's and Recreation Department.

Landplan Engineering with its associates on this project, Recreation Ventures Management, Inc.; David Ohde and PKG Design Group wish to acknowledge the patience, assistance, guidance and commitment from the following people:

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- Kingham/Prairie View Golf Course
- Lincoln Park
- Lions Park
- Martin Luther King Park
- Mylar Park
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- Pioneer Park
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Facilities

FACILITIES OVERVIEW

In order to serve a rapidly growing user base, the Cheyenne Parks and Recreation Department heavily utilizes school facilities, other community facilities, and city facilities.

The following four pages show where programs are located as well as giving a description of present recreation facilities.

CHEYENNE PARKS AND RECREATION DEPARTMENT

PROGRAM NAME	CITY FACILITIES
American Legion Baseball	Pioneer Park
Cheyenne Church Basketball League	
Cheyenne Girls Softball League	Converse Fields
Cheynne Judo Club	Yes
Cheyenne P & R Youth Basketball	Pioneer Park Center, Neighborhood Fac.
Cheyenne P & R Dance	Community House, Lions Park
Cheyenne Sr. Babe Ruth League	Pioneer Park
Cheyenne Sting Soccer Club	Cahill Park
Cheyenne Youth Baseball League	Dutcher Fields
Cheyenne Soccer Association	Cahill Park & Lions Park
Cheyenne Wrestling Club	
Co-Rec Volleyball	
CR & RD Men's Basketball	
Gymnastics	Pioneer Park
Hatha Yoga	
Jazzexercise	Yes
Junior & Adult Tennis Clinics	Brimer & Lions Park
Laramie County Tennis Club	
Men/Women Volleyball	
Sunrise Shapeup	Neighborhood Facility
Sunset Shapeup	Neighborhood Facility
USTA Adult League Tennis	Holiday Park & Central Ave. Courts
Wyoming Amateur Boxing Club	
Wyoming Wind Race Management Inc.	Lions Park

CHEYENNE PARKS AND RECREATION DEPARTMENT
SCHOOL FACILITIES USED

Program Name	School Facilities
American Legion Baseball	
Cheyenne Church Basketball League	Afferbach School
Cheyenne Girls Softball League	
Cheyenne Judo Club	
Cheyenne P & R Youth Basketball	Pioneer Park, Anderson, Afferbach Alta Vista, Dildine Schools, Henderson, Hobbs
Cheyenne P & R Dance (Adult)	Alta Asta
Cheyenne Sr. Babe Ruth League	
Cheyenne Sting Soccer Club	
Cheyenne Youth Baseball League	
Cheyenne Soccer Association	
Cheyenne Wrestling Club	Carey & East
Co-Rec Volleyball	McCormick, Carey, Dildine, LCCC
Cheyenne P & R Basketball	Carey, Johnson
Gymnastics	
Hatha Yoga	Henderson
Jazz Exercise	Carey
Junior & Adult Tennis Clinics	Junior High & High School Courts
Men/Women Volleyball	McCormick, Johnson, LCCC
Sunrise Shape-up	
Sunset Shape-up	Hobbs
USTA Adult League Tennis	
Wyoming Amateur Boxing Club	Storey Gym
Wyoming Wind Race Management, Inc.	

CHEYENNE PARKS AND RECREATION DEPARTMENT

PROGRAM NAME	OTHER FACILITIES
American Legion Baseball	
Cheyenne Church Basketball League	Seton High School
Cheyenne Girls Softball League	
Cheynne Judo Club	LCCC College
Cheyenne P & R Youth Basketball	
Cheyenne P & R Dance	
Cheyenne Sr. Babe Ruth League	
Cheyenne Sting Soccer Club	
Cheyenne Youth Baseball League	
Cheyenne Soccer Association	
Cheyenne Wrestling Club	
Co-Rec Volleyball	LCCC College
CR & RD Men's Basketball	
Gymnastics	
Hatha Yoga	
Jazzexercise	
Junior & Adult Tennis Clinics	
Men/Women Volleyball	LCCC College
Sunrise Shapeup	
Sunset Shapeup	
USTA Adult League Tennis	Country Club Courts
Wyoming Amateur Boxing Club	
Wyoming Wind Race Management Inc.	

CHEYENNE PARKS AND RECREATION DEPARTMENT
PRESENT RECREATION FACILITIES

The Recreation Division staff is directly involved in the operation, scheduling and maintenance of four Department facilities, which are described below:

Neighborhood Facility - 610 West 7th Street: This facility houses the main offices for Parks and Recreation. It includes a reception area staffed by the Recreation Secretary and Typist/Receptionist as well as four offices for professional staff.

Programming areas are a small gymnasium with locker and shower rooms and a small weight machine room. The building is scheduled by the Recreation staff and receives use primarily for organized Recreation Division activities plus Senior Meals.

Storage is a problem within the building.

Pioneer Park Recreation Center - 1331 Talbot Court: This center consists of two offices staffed by professionals, as well as a lounge area, classroom with kitchen, a small gymnasium and public restrooms.

The center is scheduled and operated by Recreation staff for Recreation Division activities. The center gymnasium does not have locker or shower areas or changing rooms.

Although it is small, this facility houses more recreation activities than any other facility, and has proven very helpful to the Recreation Division.

Storage is a major problem at Pioneer Park.

Community House - Lions Park: This facility consists of a large open area conducive to a variety of activities, a set of restrooms and a kitchen.

The building is used by a variety of groups on a regular basis for square dancing, karate, barn dances, etc., and on an irregular basis for wedding receptions and other events. The Recreation Division uses the Community House for ballet, art, jazzercise, junior jazzercise and other programs as needed.

This facility is maintained by Parks staff, and is scheduled through the Parks office. No staff members are housed in this facility.

Activity Center - 3121 Carey Avenue: This facility is a converted gas station which consists of two small activity areas and a set of restrooms. The facility is also rented for youth birthday and team parties and by summer playground director. Also used by youth league boards and officiating associations.

OBSERVATIONS AND RECOMMENDATIONS

Usage of school facilities by recreation programs has increased dramatically.

In 1985-86 the recreation division was using schools for 1790 hours of programming. By 1989-90 this had increased to 2802 hours of programming and by 1991-92 to 3148 hours of programming. This represents a 76% increase in school usage in only a 7 year period of time.

The accompanying charts show the increases by programs land by schools.

The increasing usage of schools clearly shows the efforts on the part of staff and the cooperation of the school in finding facilities for recreation programs.

All of the increases in school usage come from the sports leagues. Volleyball usage is up from 596 hours in 1985-86 to 1094 hours in 1991-92. Basketball league usage is up from 509 hours in 1985-86 to 1378 hours in 1991-92. Other program usage including yoga, jazz exercise, dance, etc. is down slightly from 685 hours in 1985-86 to 676 hours in 1991-92.

As the school facilities are used to their maximum and reasonable time limits, by the City Parks Recreation programs, and as school programs demand expanded use of their own facilities, the City will be forced to solve its program space demands by providing new indoor recreation space via a new recreation center or be forced to place registration caps on affected programs. Today the most obvious situation is found with the children's gymnastic program.

CHEYENNE PARKS AND RECREATION
PARTICIPATION BY PROGRAM AND SCHOOL FACILITY
Number of Hours Used in School Facilities
Almost Doubles in Six Years

By Program	1985-86	1989-90	1990-91	1991-92
Volleyball				
Men & Women's	288	532.5	493.5	520.5
Co-Recreation	308	492	585.5	573.5
Clinic	--	--	7	--
Basketball				
Men's	321	727	548.5	856.5
Youth	188	330	382.5	521.5
Other Programs				
Yoga	60	90	90	45
Jazzercise	400	304	380	304
Sunset Shape-up	--	135	135	135
Slimnastics	90	--	--	--
Dance	135	135	135	135
Judo	--	57	114	57
By School	**1985-86**	**1989-90**	**1990-91**	**1991-92**
Afflerbach	10	33	33	126
Alta Vista	60	123	123	145.5
Anderson	65	99	99	144.5
ARP	--	--	57	--
Carey	637	707	783	1015
Cole	135	135	135	67.5
Dildine	--	99	99	234
Hobbs	11	--	--	--
Johnson	281	450	450	425
LCCC	42	168	175	156
McCormick	344	694.5	570.5	609.5
Pioneer Park	205	294	346.5	225
TOTAL	1790	2802.5	2871	3148

RECREATION DIVISION SCHOOL FACILITY USE

SCHOOL		ACTIVITY	1989/1990 School Year				1990/1991 School Year				1991/1992 School Year			
			Number Weeks	Hours Night	Number Nights	Total Hours	Number Weeks	Hours Night	Number Nights	Total Hours	Number Weeks	Hours Night	Number Nights	Total Hours
McCORMICK	Sm	M/W Volleyball	13	4	3	156	13	3.5	3	136.5	13	4	3	156
	Lg	M/W Volleyball	13	4	3	156	13	3.5	3	136.5	13	4	3	156
	Sm	CoRec Volleyball	17	4	3	204	17	2.5	4	170	17	2.5	4	170
	Lg	Mens Basketball	17	3.5	3	178.5								
	Lg	CoRec Volleyball					17	2.5	3	127.5	17	2.5	3	127.5
CAREY	East	Men's Basketball	9	3	4	108	9	3	4	108	9	3	4	108
	West	Men's Basketball									9	3	4	108
	East	Men's Basketball	8	4	5	160	8	4	5	160	8	4.5	5	180
	West	Men's Basketball									8	4.5	5	180
	Cafeteria	Jazzercise	38	2	4	304	38	2	5	380	38	2	4	304
	Sm. Gym	Sunset Shape-Up	30	1.5	3	135	30	1.5	3	135	30	1.5	3	135
JOHNSON		M/W Volleyball	13	3.5	3	136.5	13	3.5	3	136.5	13	3.5	3	136.5
		Men's Basketball	17	4.5	3	229.5	17	4.5	3	229.5	17	4.5	3	229.5
		Men's Basketball	17	3	1	51	17	3	1	51	17	3	1	51
		Youth Basketball	11	3	1	33	11	3	1	33	4	2	1	8
LCCC		M/W Volleyball	12	3.5	1	42	12	3.5	1	42	12	3	1	36
		M/W Volleyball	12	3.5	1	42	12	3.5	1	42	12	3	1	36
		CoRec Volleyball	12	3.5	1	42	12	3.5	1	42	14	3	1	42
		CoRec Volleyball	12	3.5	1	42	12	3.5	1	42	14	3	1	42
		Volleyball Clinic					1	7	1	7				
ALTA VISTA		Yoga	30	1.5	2	90	30	1.5	2	90	15	1.5	2	45
		Dance									15	4.5	1	67.5
		Youth Basketball	11	1.5	2	33	11	1.5	2	33	11	3	1	33
PIONEER PARK		CoRec Volleyball	17	4	3	204	17	4	3	204				
		Judo	38	1.5	1	57	38	1.5	1	57	38	1.5	1	57
		Youth Basketball	11	3	1	33	11	3	1	33	11	3.5	3	115.5
	(Sat Games)	Youth Basketball					7	7.5	1	52.5	7	7.5	1	52.5
ANDERSON		Youth Basketball	11	3	3	99	11	3	3	99	11	3	3	99
	(Sat Games)	Youth Basketball									7	6.5	1	45.5
DILDINE		Youth Basketball	11	3	3	99	11	3	3	99	12	3.5	1	42
		CoRec Volleyball									16	4	3	192
COLE		Dance	30	4.5	1	135	30	4.5	1	135	15	4.5	1	67.5
AFFLERBACH		Youth Basketball	11	3	1	33	11	3	1	33	12	3.5	3	126
ARP		Judo					38	1.5	1	.57				
				Total Hours		**2,802.5**		Total Hours		**2,871**		Total Hours		**3,148**

CHEYENNE PARKS & RECREATION DEPARTMENT

VALUE ANALYSIS - RECREATION DIVISION - SCHOOL FACILITY USE
1989 -1990

SCHOOL		ACTIVITY	NUMBER WEEKS	HOURS/ NIGHT	NUMBER NIGHTS	TOTAL HOURS	HOURLY RATE	VALUE
McCORMICK	Sm	M/W Volleyball	13	4	3	156	25	$3,900.00
	Lg	M/W Volleyball	13	4	3	156	25	3,900.00
		CoRec Volleyball	17	4	3	204	25	5,100.00
		Men's Basketball	17	3.5	3	178.5	25	4,462.50
CAREY		Men's Basketball	9	3	4	108	25	2,700.00
		Men's Basketball	8	4	5	160	25	4,000.00
		Jazzercise	38	2	4	304	25	7,600.00
		Sunset Shape-up	30	1.5	3	135	10	1,350.00
JOHNSON		M/W Volleyball	13	3.5	3	136.5	25	3,412.50
		Men's Basketball	17	4.5	3	229.5	25	5,737.50
		Men's Basketball	17	3	1	51	25	1,275.00
		Youth Basketball	11	3	1	33	25	825.00
LCCC		M/W Volleyball	12	3.5	1	42	25	1,050.00
		M/W Volleyball	12	3.5	1	42	25	1,050.00
		CoRec Volleyball	12	3.5	1	42	25	1,050.00
		CoRec Volleyball	12	3.5	1	42	25	1,050.00
ALTA VISTA		Yoga	30	1.5	2	90	10	900.00
		Youth Basketball	11	1.5	2	33	10	330.00
PIONEER PARK		CoRec Volleyball	17	4	3	204	10	2,040.00
		Judo	38	1.5	1	57	10	570.00
		Youth Basketball	11	3	1	33	10	330.00
ANDERSON		Youth Basketball	11	3	3	99	10	990.00
DILDINE		Youth Basketball	11	3	3	99	10	990.00
COLE		Dance	30	4.5	1	135	10	1,350.00
AFFLERBACH		Youth Basketball	11	3	1	33	10	330.00
		TOTALS:				2,802.5		$56,292.50

OBSERVATIONS AND RECOMMENDATIONS

Classroom activities operated through city recreation programs have decreased due to inadequacies of facilities.

While annual programming at all other program activities have increased dramatically since 1975, participants in classroom activities in recreation centers has decreased.

In 1975, overall program attendance was 9,969 users. In 1990, it was 100,495 users. Conversely, in 1975 classroom activities attendance was 1,221, while in 1990 it was 216.

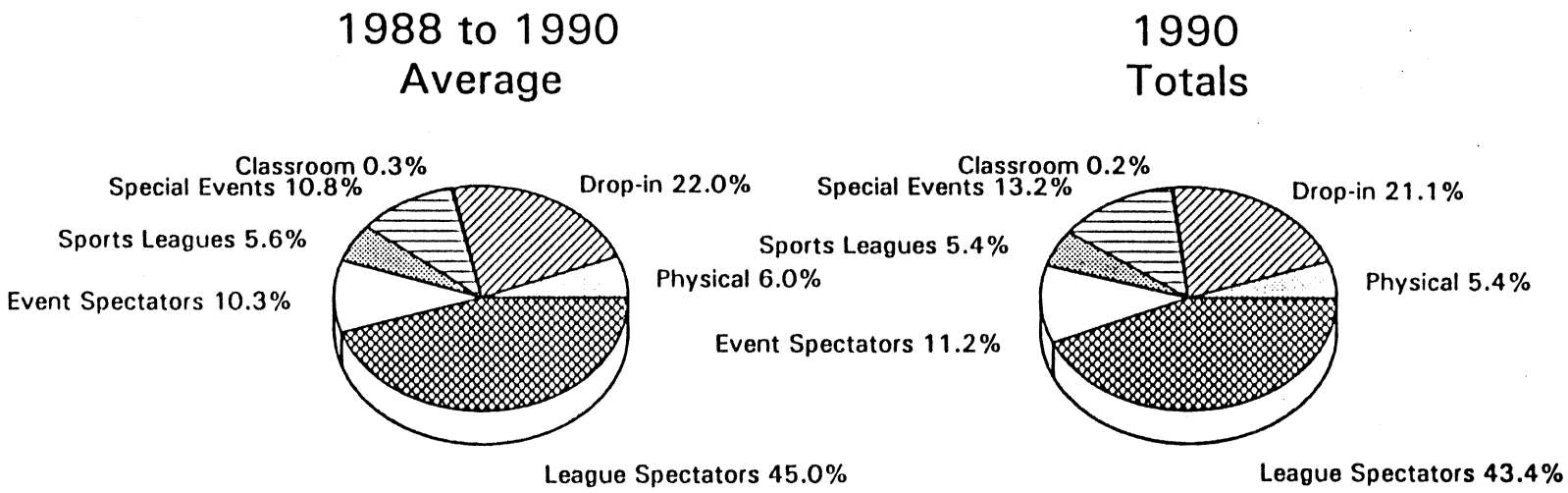
We believe a major factor influencing this downward service trend is the inadequacy of present recreation facilities for the current market users.

The following three pages illustrate these trends.

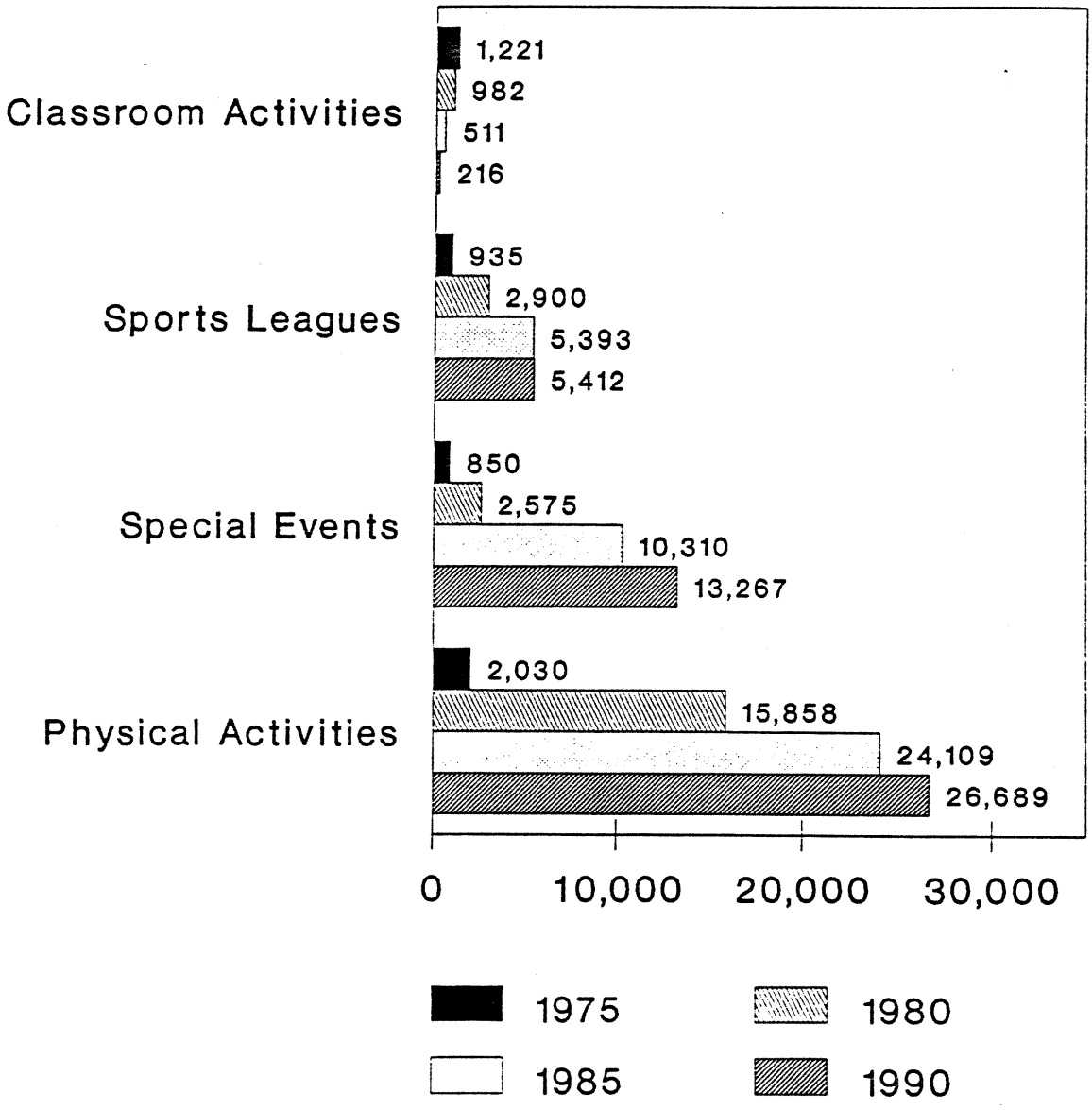
YEARLY RECREATION PROGRAM PARTICIPATION
1975-1991

RECREATION PROGRAMS	1975	1976	1977	1978	1979	1980	1981	1982	1983	1984	1985	1986	1987	1988	1989	1990	1991
Instructional Activities	2,749	3,581	3,081	2,950	3,268	3,841	3,127	9,782	8,749	8,028	8,274	9,784	9,052	5,720	5,999	5,677	5,614
Drop-In Activities	502	2,068	4,465	10,662	6,191	12,999	11,423	13,553	9,144	10,799	16,346	14,819	17,075	16,928	23,239	21,228	24,243
Special Events Participants	850	1,642	2,452	3,402	3,213	2,575	3,022	2,255	3,381	5,783	10,310	15,663	11,915	7,859	9,029	13,267	15,384
Special Events Spectators	805	955	2,055	1,898	2,385	2,732	4,015	3,117	5,039	5,141	7,460	7,811	7,555	10,242	7,338	11,259	17,888
Sports Leagues Participants	935	941	1,754	2,081	2,534	2,900	3,588	4,309	4,353	5,328	5,393	4,642	5,217	5,120	5,090	5,412	5,385
Sports Leagues Spectators	4,128	3,870	11,623	15,182	18,400	22,908	29,066	36,286	35,596	40,837	43,438	40,558	41,606	41,420	40,336	43,652	42,932
TOTALS BY COLUMN:	9,969	13,057	25,430	36,175	35,991	47,955	54,241	69,302	66,262	75,916	91,221	93,277	92,420	87,289	91,031	100,495	111,446
PARTICIPANTS ONLY:	5,036	8,232	11,752	19,095	15,206	22,315	21,160	29,899	25,627	29,938	40,323	44,908	43,259	35,627	43,357	45,584	50,626
SPECTATORS ONLY:	4,933	4,825	13,678	17,080	20,785	25,640	33,081	39,403	40,635	45,978	50,898	48,369	49,161	51,662	47,674	54,911	60,828

Cheyenne Parks and Recreation
Participants and Spectators



Cheyenne Parks and Recreation
Program Participation By Five Year Intervals



Spectators are excluded.

CHEYENNE PARKS ASSESSMENT
INVENTORY SUMMARY
OCTOBER 1992

PARK NAME	Park Classification	Acreage	Baseball	Basketball	Beach	Bicycle Paths	Boating	Community Building	Concessions	Fishing	Golf Course (Holes)	Horseshoes	Lake, Pond or Creek	Mini Golf	Parking (Spaces)	Picnic Facilities	Play Area(s)	Recreation Building	Restroom Facilities	Soccer/Football	Softball	Skateboard Area	Swimming Pool	Tennis Courts	Trails (Fitness,Hiking)	Volleyball	Greenway
Airport Golf Course	S	145									18		X		+79												
Bar-X	N	5											X														
Big Sky	N	2																									
Brimmer	C	40							X						+326	X	X		X		R3	X					
Cahill	N	8	2													X	X		X	1							X
Centennial	N	6																									
Cheyenne Soccer	C	23							X						+245					R5							
Civitan	N	1															X										
Converse Softball	C	18							X						+108						R4						
Dutcher Field	C	26	R2+2						X						+200				X								X
Holliday	C	53		2			X	X		X		12	X		+187	X	X							6		2	X
Jaycee	N	2		2												X	X				1			2			
Jr. League Baseball	C	38	R9						X						+306				X								
Kingham/Prairie View Golf Course	S	90							X		9		X		+87				X								
Lincoln	N	2		2												X	X								X		
Lions	C	131			X	X	X	X	X	X			X	X	+500	X	X		X	2	R1		X		X	1	
Martin Luther King w/Greenway	N	8		2									X		+10	X	X		X		1			1			X
Mylar	N	28								X			X		29	X	X		X								X
Optimist w/Greenway	N	4											X		10	X	X										X
Pioneer	C	11	R1	2					X						+45		X	X	X					1			
Smalley	N	4		1						X			X			X	X									1	X
Timberland	N	2													51	X	X	X									X
United Nations	N	3													+12	X	X		X					2		1	
Parkways	M	5																									
TOTALS:		655	R12/2	11	1	1	2	2	8	4	27	12	9	1	+2195	12	14	2	10	R5/3	R8/2	1	2	12	2	5	9

M=Mini Park N=Neighborhood Park/Playground C=Community Park
R=Regional/Metropolitan Park S=Special Use R=Regulation-Sized

Site Inventory & Improvements

PARK CLASSIFICATION

The following guide is the Recommended Classification System for Local and Regional Recreation Open Space developed by the National Recreation and Park Association (NRPA).

For the purpose of this study, individual Cheyenne Parks will be classified by their current (July 1992) uses.

Mini Park

Use:	Specialized facilities that serve a concentrated or limited population or group such as tots or senior citizens.
Service Area:	Less than 1/4 mile radius
Desirable Size:	1 Acre or less
Acres per 1,000 pop.:	0.25 to 0.5 Ac.
Desirable Characteristics:	Within neighborhoods and in close proximity to apartment complexes, townhouse development or housing for the elderly.

Neighborhood Park

Use:	Area for intense recreational activities, such as field games, court games, crafts, playground apparatus area, skating, picnicking, wading pools, etc.
Service Area:	1/4 to 1/2 mile radius to serve a population up to 5,000 (a neighborhood.)
Desirable Size:	15+ Acres
Acres per 1,000 pop:	1.0 to 2.0 Ac.
Desirable Characteristics:	May include natural features, such as water bodies, and areas suited for intense development, easily access to the neighborhood served.

Community Park

Use:	Area of diverse environmental quality. May include areas suited for intense recreational facilities, such as athletic complexes or large swimming pools. May be an area of natural quality for outdoor recreation, such as walking, viewing, sitting, picnicking. May be any combinations of the above, depending upon site suitability and community need.
Service Area:	Several neighborhoods. 1 to 2 mile radius.
Desirable Size:	25+ Acres
Acres per 1,000 pop.:	5.0 to 8.0 Ac.
Desirable Characteristics:	May include natural features, such as water bodies, and areas suited for intense development, easily accessible to the neighborhood served.

Regional / Metropolitan Park

Use:	Area of natural or ornamental quality for outdoor recreation, such as picnicking, boating, fishing, swimming, camping and trail uses; may include play areas.
Service Area:	Several communities. One hour driving time.
Desirable Size:	200+ Acres
Acres per 1,000 pop.:	5.0 to 10.0 Ac.
Desirable Characteristics:	Contiguous to or encompassing natural resources.

Special Use Areas

Use:	Areas for specialized or single purpose recreational activities, such as golf courses, nature centers, marinas, zoos, conservatories, arboreta, display gardens, arenas, outdoor theaters, gun ranges, or downhill ski areas, or areas that preserve, maintain and interpret buildings, sites and objects of archeological significance. Also plazas or squares in or near commercial centers, boulevards or parkways.
Service Area:	No applicable standard.
Desirable Size:	Variable.
Acres per 1,000 pop.:	Variable.
Desirable Characteristics:	Within communities.

1. Recreation, Park and Open Space Standards and Guidelines, copyright 1983, National Recreation and Park Association, 3101 Park Center Drive, Alexandria, VA 22302.

FACILITY DEVELOPMENT STANDARDS *
OCTOBER 1992

FACILITY	#1 NATIONAL FACILITY/POP.	#2 STATE FACILITY/POP.	#3 AIR FORCE FACILITY/POP.	FACILITIES RECOMMENDED #1 #2 #3	EXISTING CITY FACILITIES	CITY FACILITIES NEEDED #1 #2 #3	DIFFERENCE BETWEEN MEAN RECOMMENDED VS. NEEDED	CITY FACILITIES RECOMMENDED
Baseball Fields	1:5,000	1:16 teams	1:5,000	10 6 10	12	0 0 0	0	2
Basketball Courts	1:5,000	N/A	1:5,000	10 - 10	11	0 - 0	0	0
Fitness Trail	1 System/Region	N/A	N/A	1 - -	1	0 - -	0	0
Football/Soccer Fields	1:10,000	1:3,000	1:10,000	5 16 5	5	0 11 0	4	10
Golf Courses (public)	1:50,000 (18-Hole)	1:20,000 (9-Hole)	1:25,000 (18-Hole)	1 3 2 (18) (9) (18)	1 @ 18 1 @ 9	0 0 1 0 2 0	1 @ 18 2 @ 9 Hole	1 @ 18 Hole
Handball/ Racquetball Courts	1:20,000	N/A	N/A	3 - -	0	3 - -	3	0
Picnic-Small Shelters (1 to 12 people)	N/A	1:700	N/A	- 69 -	24	- 45 -	45	16
Picnic-Large Shelters (to 20 people)	N/A	1:1,500	N/A	- 32 -	9	- 23 -	23	3
Picnic-Tables	N/A	1:300	N/A	- 160 -	131	- 29 -	29	25
Swimming Pools	1:20,000	1:10,000	1:20,000	3 5 3	2	1 3 1	2	0
Softball Fields	1:5,000	1:16 teams	1:3,000	10 16 16	9	1 7 7	5	9 (5)
Volleyball Courts	1:5,000	N/A	1:5,000	10 - 10	4	6 - 6	6	3
Tennis Courts	1:2,000	1:1,000	1:2,000	24 48 24	12	12 36 12	20	10 (5)

* Based on 1990 Census figure of 48,000 population.

This chart is to summarize the facility needs based on established standards for the three (3) following different entities:

1. Information derived from Recreation, Park and Open Space Standard and Guidelines Copyright 1983 National Recreation and Park Association.
2. Information derived from 1990 Wyoming State Comprehensive Outdoor Recreation Plan (SCORP) Department of Commerce.
3. Information derived from Dept. of the Air Force Final Jurisdictional Environmental Planning Technical Report, 1984.
4. Nine (9) new softball fields are recommended unless the four (4) fields at Converse Softball Complex can be lit. Then this plan recommends five (5) new lighted softball fields.
5. This plan recommends renovation of five (5) existing tennis courts in addition to ten (10) new courts.

CHEYENNE PARKS & RECREATION DEPARTMENT

ADULT SOFTBALL LEAGUES
PARTICIPANTS

Year	Men	Women	Church	Men's 35-Over	Co-Rec	Women's 35-Over	Total
1979	595	391	238		0		1,224
1980	762	292	567		0		1,621
1981	988	684	342		171		2,185
1982	1,121	809	400		545		2,875
1983	1,127	647	360		643		2,777
1984	1,171	772	356		941		3,240
1985	1,340	678	355		1,150		3,523
1986	1,244	564	322		1,190		3,320
1987	1,122	626	242		1,299		3,289
1988	1,200	605	284		1,222		3,311
1989	1,187	587	248		1,130		3,152
1990	1,275	459	209		1,223		3,166
1991	1,265	414	192	210	1,306		3,387
1992	1,282	460	180	217	1,254	53	3,446

CHEYENNE PARKS & RECREATION DEPARTMENT

FIELDS FOR TEAM SPORTS

SPORT	NUMBER OF TEAMS	FIELDS	#	TEAMS/FIELD
Adult Softball	215	Converse	4	24
		Brimmer	3	
		Lions	1	
		Martin Luther King	1	
Junior League Baseball	72	Junior League Complex	9	8
Cheyenne Youth Baseball	18	Dutcher	2	9
Girls Softball	36	Converse *	4	9
American Legion	2	Pioneer	1	4
Senior Babe Ruth	2	Pioneer		

*** Girls Softball shares the Converse Softball Complex with the Adult Softball program.**

AIRPORT GOLF COURSE
Site Inventory and Evaluation
145 Acres

A. GENERAL SITE ANALYSIS:

1. Major thoroughfare (Central Avenue) divides the site between holes 2 and 3.

2. That portion of the site which is situated north of Central Avenue is sparsely vegetated with very little change in topography. Includes the clubhouse and maintenance facilities. Streets surround this half of the course, with adjacent usage ranging from high density residential to commercial and airport facilities.

3. South of Central Avenue, visual interest is created through more mature vegetation, a greater change in topography, and water features (Lakes Absarraca and Kiwanis.) Compatible usage surrounding this portion of the golf course includes Lions and Frontier Parks to the south, the Cheyenne Country Club across I-25 to the west, and the Governor's Mansion and grounds immediately north.

B. EXISTING IMPROVEMENTS:

1. Golf cart paths continually upgraded. Landscaping is added to continually by nurseries located throughout the park system.

2. Paved parking area.

3. 18-hole golf course owned and operated by the City of Cheyenne. The driving range and clubhouse are privately operated.

C. GENERAL COMMENTS:

1. Potential to expand park uses by connecting with adjacent parks.

2. Multiple uses for Lake Absarraca possible: pathways or passive recreation in the form of benches, waterfowl, etc.) that would not interfere with golfers in play.
Reorganize and pave parking area. Potential for fishing pier into lake.

3. Improve or rebuild run-down appearance of maintenance facilities. Screen from view.

4. Capital improvement plans already in place (i.e. landscaping, relocated cart paths and restrooms) are currently being made and will continue to improve the course.

5. Maintenance vehicles need paved roadway through course.

6. The course integrity is unpaired by Central Avenue's bisecting route. Is there possibility to reroute Central?

D. INVENTORY:

1 18-hole golf course
1 Driving range
1 Practice green
1 Lakes
1 Clubhouse
2 Maintenance buildings
1 Shelter
2 Parking lots (+ 80 cars)

AIRPORT GOLF COURSE

Recommendations and Estimates of Probable Cost

PROPOSED SHORT-TERM IMPROVEMENTS	UNITS	UNIT PRICES	PROJECTED RANGE OF COSTS
Signage	0	$200-$350/ea.	$0
Picnic Shelters			
Small	0	$6,000-$8,000/ea.	$0
Large	0	$20,000-$25,000/ea.	$0
Picnic Tables	0	$600-$800/ea.	$0
Barbecue Grills	0	$200-$300/ea.	$0
Storage Building	3	$25,000-$40,000/ea.	$75,000 - $120,000
Park Benches	0	$300-$400/ea.	$0
Restrooms	0	$20,000-$35,000/ea.	$0
Sand Volleyball Courts	0	$2,500-$4,000/ea.	$0
Parking Stalls/Asphalt/Curb	0	$800-$1,000/ea.	$0
Play Structures	0	$10,000-$15,000/ea.	$0
Exercise Stations	0	$1,000-$1,200/ea.	$0
Bleachers	0	$1,500-$2,500/ea.	$0
Road (paved, curb & gutter)	0	$90-120/l.f.	$0
Walk/Bike Trail (paved)	0	$9-$15/l.f.	$0
Native Grasses	0	$2,500-$4,500/ac.	$0
Trees			
Shade	11	$175-$225/ea.	$1,925 - $2,475
Ornamental	17	$125-$175/ea.	$2,125 - $2,975
Evergreen	50	$175-$225/ea.	$8,750 - $11,250
Softball Fields (lighted)	0	$100,000-$150,000/ea.	$0
Softball Fields (unlighted)	0	$70,000-$100,000/ea.	$0
Soccer Fields	0	$25,000-$50,000	$0
Tennis Courts	0	$35,000-$42,000/ea.	$0
Tennis Court Renovation	0	$5,000-$20,000/ea.	$0
Backstop	0	$2,000-$4,000/ea.	$0
Bicycle Rack	0	$300-$400/ea.	$0
Parking Lot Lighting	0	$3,000-$6,000/pole	$0
Ballfield Lighting/Field	0	$30,000-$50,000/ea.	$0
Footbridge	0	$15,000-$22,000/ea.	$0
		TOTAL RANGE OF COST	**$87,800 - $136,700**

BAR-X PARK
Site Inventory and Evaluation
5 +/- Acres

A. GENERAL SITE ANALYSIS:

1. Storm water detention area as well as 2 small pieces of land. Also includes landscaping along street.

2. Wide open area, few trees. One of the sites slopes to the south.

3. Areas are surrounded by single family residential usage.

B. EXISTING IMPROVEMENTS

No improvements have been made as of July 1992.

C. GENERAL COMMENTS:

1. Located near area of future city expansion.

2. Limited potential beyond landscaping. May have possibility of small park/playground on the southernmost site to accommodate future needs of growing neighborhoods.

3. Continue streetside landscaping when additional manpower and equipment are approved.

4. This area is a high-maintenance-cost to low-use type of park property. This type of area, within a high-priced property neighborhood may be better served through a Homeowners Association maintenance program. The true park value of these required detention basins is questionable.

BAR-X PARK

Recommendations and Estimates of Probable Cost

PROPOSED SHORT-TERM IMPROVEMENTS	UNITS	UNIT PRICES	PROJECTED RANGE OF COSTS
Signage	0	$200-$350/ea.	$0
Picnic Shelters			
Small	0	$6,000-$8,000/ea.	$0
Large	0	$20,000-$25,000/ea.	$0
Picnic Tables	0	$600-$800/ea.	$0
Barbecue Grills	0	$200-$300/ea.	$0
Storage Building	0	$25,000-$40,000/ea.	$0
Park Benches	0	$300-$400/ea.	$0
Restrooms	0	$20,000-$35,000/ea.	$0
Sand Volleyball Courts	0	$2,500-$4,000/ea.	$0
Parking Stalls/Asphalt/Curb	0	$800-$1,000/ea.	$0
Play Structures	0	$10,000-$15,000/ea.	$0
Exercise Stations	0	$1,000-$1,200/ea.	$0
Bleachers	0	$1,500-$2,500/ea.	$0
Road (paved, curb & gutter)	0	$90-120/l.f.	$0
Walk/Bike Trail (paved)	0	$9-$15/l.f.	$0
Native Grasses	0	$2,500-$4,500/ac.	$0
Trees			
Shade	0	$175-$225/ea.	$0
Ornamental	0	$125-$175/ea.	$0
Evergreen	0	$175-$225/ea.	$0
Softball Fields (lighted)	0	$100,000-$150,000/ea.	$0
Softball Fields (unlighted)	0	$70,000-$100,000/ea.	$0
Soccer Fields	0	$25,000-$50,000/ea.	$0
Tennis Courts	0	$35,000-$42,000/ea.	$0
Tennis Court Renovation	0	$5,000-$20,000/ea.	$0
Backstop	0	$2,000-$4,000/ea.	$0
Bicycle Rack	0	$300-$400/ea.	$0
Parking Lot Lighting	0	$3,000-$6,000/pole	$0
Ballfield Lighting/Field	0	$30,000-$50,000/ea.	$0
	0	$15,000-$22,000/ea.	$0
		TOTAL RANGE OF COST	**$0**

BIG SKY
Site Inventory and Evaluation
2 +/- Acres

A. GENERAL SITE ANALYSIS:

1. Storm water detention area - very limited usage for recreation.

2. Surrounded on 3 sides by streets, with usage being medium density residential and agricultural.

B. EXISTING IMPROVEMENTS:

Used play equipment has been installed.

C. GENERAL COMMENTS:

1. Some landscaping is possible along the edges of the site.

2. Poor access to site may restrict use.

3. The nearest City Park to this neighborhood is Civitan.

4. Practice field use seems appropriate with a backstop tucked into one corner, out of any stormwater runoff flow.

BIG SKY

Recommendations and Estimates of Probable Cost

PROPOSED SHORT-TERM IMPROVEMENTS	UNITS	UNIT PRICES	PROJECTED RANGE OF COSTS		
Signage	0	$200-$350/ea.	$0		
Picnic Shelters					
Small	0	$6,000-$8,000/ea.	$0		
Large	0	$20,000-$25,000/ea.	$0		
Picnic Tables	0	$600-$800/ea.	$0		
Barbecue Grills	0	$200-$300/ea.	$0		
Storage Building	0	$25,000-$40,000/ea.	$0		
Park Benches	0	$300-$400/ea.	$0		
Restrooms	0	$20,000-$35,000/ea.	$0		
Sand Volleyball Courts	0	$2,500-$4,000/ea.	$0		
Parking Stalls/Asphalt/Curb	0	$800-$1,000/ea.	$0		
Play Structures	0	$10,000-$15,000/ea.	$0		
Exercise Stations	0	$1,000-$1,200/ea.	$0		
Bleachers	0	$1,500-$2,500/ea.	$0		
Road (paved, curb & gutter)	0	$90-120/l.f.	$0		
Walk/Bike Trail (paved)	0	$9-$15/l.f.	$0		
Native Grasses	0	$2,500-$4,500/ac.	$0		
Trees					
Shade	11	$175-$225/ea.	$1,925	-	$2,475
Ornamental	8	$125-$175/ea.	$1,000	-	$1,400
Evergreen	7	$175-$225/ea.	$1,225	-	$1,575
Softball Fields (lighted)	0	$100,000-$150,000/ea.	$0		
Softball Fields (unlighted)	0	$70,000-$100,000/ea.	$0		
Soccer Fields	0	$25,000-$50,000/ea.	$0		
Tennis Courts	0	$35,000-$42,000/ea.	$0		
Tennis Court Renovation	0	$5,000-$20,000/ea.	$0		
Backstop	1	$2,000-$4,000/ea.	$2,000	-	$4,000
Bicycle Rack	0	$300-$400/ea.	$0		
Parking Lot Lighting	0	$3,000-$6,000/pole	$0		
Ballfield Lighting/Field	0	$30,000-$50,000/ea.	$0		
Footbridge	0	$15,000-$22,000/ea.	$0		
		TOTAL RANGE OF COST	$6,150	-	$9,450

BRIMMER PARK
Site Inventory and Evaluation
40 Acres

A. GENERAL SITE ANALYSIS:

1. Excellent site access with the park located at the intersection of two major thoroughfares (Pershing Avenue and Windmill Road) with singular access from Windmill Road.

2. Wide open and flat along the southern 2/3 of the site, becoming steeper (4 or 5:1 slope) towards the northern end.

3. Nice evergreen screen/backdrop exists between the ball fields and parking and the V.A. Hospital to the west.

4. Close proximity to East High School (east of the park) promotes potential for school-related use.

5. Open fields allow for unstructured play.

B. EXISTING IMPROVEMENTS:

1. Paved and curbed parking which can hold +300 cars has opportunity for expansion if necessary.

2. Ball fields, bleachers, concessions/restrooms and dugouts in excellent condition.

3. Lighted ball fields, skateboard area, play area and parking allow for nighttime use.

4. Play area incorporates a variety of structures, all in good condition.

C. GENERAL COMMENTS:

1. Overall, a very nice park with a lot of space for growth.

2. More picnic/shelter areas could be added to the site, especially around the play area to accommodate users.

3. Improvements such as additional ramps could be made to the skateboard area.

4. Space available for amenities such as tennis or volleyball courts.

5. Large open area the park's southeast corner is readily used for softball warm-up and soccer games/warm-up.

6. New restroom facility (ADA standards) is necessary within the ballfield spectator area.

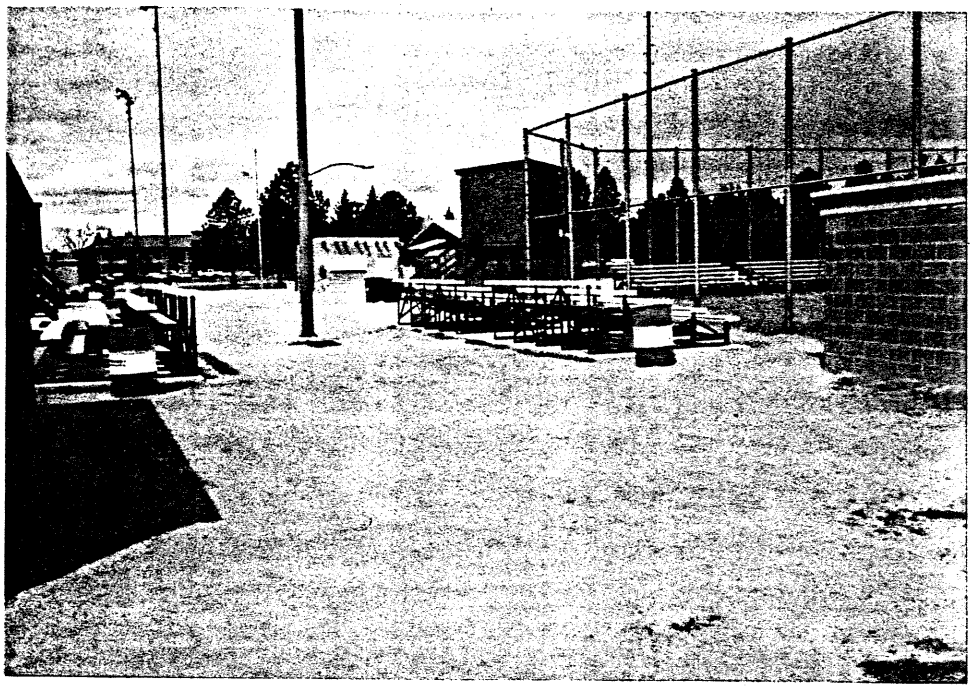
D. INVENTORY:

1 Concessions/restroom building
2 Picnic shelters
7 Picnic tables
1 Play area
2 Mens/womens restroom structures
3 Regulation-sized, lighted softball fields
1 Skateboard area with ramps
3 Press boxes
6 Dugouts
12 Bleachers
1 Storage shed
4 Paved parking lots (+ 300 cars)

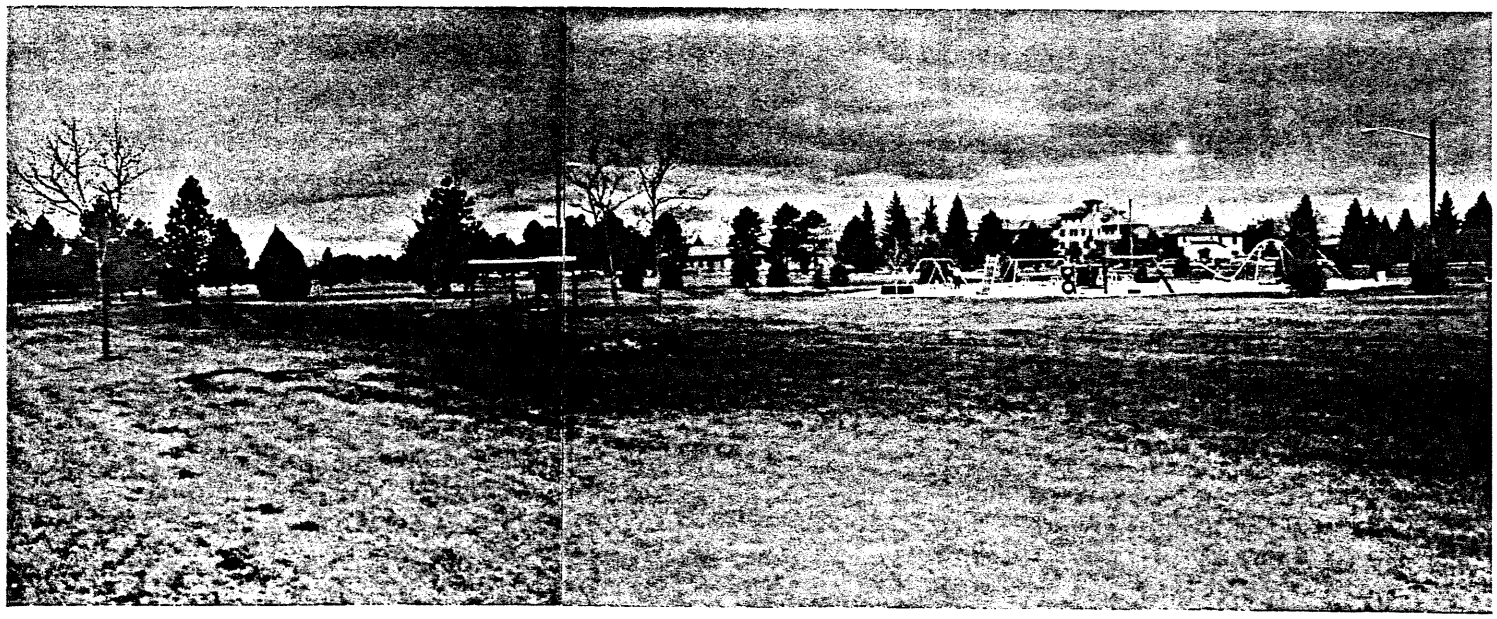
BRIMMER PARK

Recommendations and Estimates of Probable Cost

PROPOSED SHORT-TERM IMPROVEMENTS	UNITS	UNIT PRICES	PROJECTED RANGE OF COSTS		
Signage	0	$200-$350/ea.	$0		
Picnic Shelters					
Small	3	$6,000-$8,000/ea.	$18,000	-	$24,000
Large	1	$20,000-$25,000/ea.	$20,000	-	$25,000
Picnic Tables	6	$600-$800/ea.	$3,600	-	$4,800
Barbecue Grills	3	$200-$300/ea.	$600	-	$900
Storage Building	0	$25,000-$40,000/ea.	$0		
Park Benches	6	$300-$400/ea.	$1,800	-	$2,400
Restrooms	2	$20,000-$35,000/ea.	$40,000		$70,000
Sand Volleyball Courts	2	$2,500-$4,000/ea.	$5,000	-	$8,000
Parking Stalls/Asphalt/Curb	0	$800-$1,000/ea.	$0		
Play Structures	0	$10,000-$15,000/ea.	$0		
Exercise Stations	0	$1,000-$1,200/ea.	$0		
Bleachers	0	$1,500-$2,500/ea.	$0		
Road (paved, curb & gutter)	0	$90-120/l.f.	$0		
Walk/Bike Trail (paved)	0	$9-$15/l.f.	$0		
Native Grasses	0	$2,500-$4,500/ac.	$0		
Trees					
Shade	0	$175-$225/ea.	$0		
Ornamental	0	$125-$175/ea.	$0		
Evergreen	0	$175-$225/ea.	$0		
Softball Fields (lighted)	0	$100,000-$150,000/ea.	$0		
Softball Fields (unlighted)	0	$70,000-$100,000/ea.	$0		
Soccer Fields	0	$25,000-$50,000/ea.	$0		
Tennis Courts	4	$35,000-$42,000/ea.	$140,000	-	$168,000
Tennis Court Renovation	0	$5,000-$20,000/ea.	$0		
Backstop	0	$2,000-$4,000/ea.	$0		
Bicycle Rack	0	$300-$400/ea.	$0		
Parking Lot Lighting	0	$3,000-$6,000/pole	$0		
Ballfield Lighting/Field	0	$30,000-$50,000/ea.	$0		
Footbridge	0	$15,000-$22,000/ea.	$0		
		TOTAL RANGE OF COST	$229,000	-	$303,100



Common area for ball fields



View westward of play area

BRIMMER PARK

CAHILL PARK
Site Inventory and Evaluation
8 Acres

A. GENERAL SITE ANALYSIS:

1. Gently rolling terrain creates visual interest

2. Treeline divides Cahill from Cheyenne Soccer fields.

3. Lighted play area allows modest evening usage and provides some sense of park security.

4. Access on major street(Dell Range Boulevard.) Tough to get in and out during soccer games. Safety concern for those crossing Dell Range needs to be addressed.

5. Use by neighboring residential areas.

6. Dell Range's intense traffic flow serves to separate neighborhoods from convenient and safe use of the park by children.

7. Parking available at adjacent Cheyenne Soccer Park needs separate parking for Park.

8. Unstructured play field allows for a variety of field play (i.e. soccer, softball, etc.)

B. EXISTING IMPROVEMENTS:

1. New restroom facilities are in excellent condition and accommodate Cheyenne Soccer Park as well as Cahill only during soccer games and summer months.

2. Play structures in fair condition and should be replaced in near future.

3. Backstops are old and rusty and should be replaced. Grade out uneven turf area and reseed.

C. GENERAL COMMENTS:

1. Park uses and equipment essentially fill the space and any improvements should be focused on updating equipment.

2. Extra picnic tables could be concentrated around the play area.

3. Pathway could be integrated to connect the park features with each other and to the soccer fields to the south and west, as well as create an extension of the proposed greenway path.

D. INVENTORY:

2 Mens/womens restrooms
1 Play area
2 Baseball fields (practice)
1 Soccer field (practice)

CAHILL PARK

Recommendations and Estimates of Probable Cost

PROPOSED SHORT-TERM IMPROVEMENTS	UNITS	UNIT PRICES	PROJECTED RANGE OF COSTS		
Signage	0	$200-$350/ea.	$0		
Picnic Shelters					
Small	0	$6,000-$8,000/ea.	$0		
Large	0	$20,000-$25,000/ea.	$0		
Picnic Tables	4	$600-$800/ea.	$2,400	-	$3,200
Barbecue Grills	0	$200-$300/ea.	$0		
Storage Building	0	$25,000-$40,000/ea.	$0		
Park Benches	0	$300-$400/ea.	$0		
Restrooms	0	$20,000-$35,000/ea.	$0		
Sand Volleyball Courts	0	$2,500-$4,000/ea.	$0		
Parking Stalls/Asphalt/Curb	14	$800-$1,000/ea.	$11,200	-	$14,000
Play Structures	1	$10,000-$15,000/ea.	$10,000	-	$15,000
Exercise Stations	0	$1,000-$1,200/ea.	$0		
Bleachers	0	$1,5000-$2,500/ea.	$0		
Road (paved, curb & gutter)	0	$90-120/l.f.	$0		
Walk/Bike Trail (paved)	900	$9-$15/l.f.	$8,100	-	$13,500
Native Grasses	2.8	$2,500-$4,500/ac.	$7,000	-	$12,600
Trees					
Shade	0	$175-$225/ea.	$0		
Ornamental	0	$125-$175/ea.	$0		
Evergreen	0	$175-$225/ea.	$0		
Softball Fields (lighted)	0	$100,000-$150,000/ea.	$0		
Softball Fields (unlighted)	0	$70,000-$100,000/ea.	$0		
Soccer Fields	0	$25,000-$50,000/ea.	$0		
Tennis Courts	0	$35,000-$42,000/ea.	$0		
Tennis Court Renovation	0	$5,000-$20,000/ea.	$0		
Backstop	2	$2,000-$4,000/ea.	$4,000	-	$8,000
Bicycle Rack	0	$300-$400/ea.	$0		
Parking Lot Lighting	0	$3,000-$6,000/pole	$0		
Ballfield Lighting/Field	0	$30,000-$50,000/ea.	$0		
Footbridge	0	$15,000-$22,000/ea.	$0		
		TOTAL RANGE OF COST	**$42,700**	-	**$66,300**



View south toward restroom facility
and play area



View northward along treeline that separates
Cahill's baseball from Cheyenne Soccer Park.

CAHILL PARK

CENTENNIAL PARK
Site Inventory and Evaluation
6 +/- Acres

A. GENERAL SITE ANALYSIS:

1. Open and treeless site

2. Gently sloping hillside to the south. Not conducive to field sports without grading.

3. Located near projected city expansion. Could be utilized as a neighborhood park.

4. Surrounding usage mainly residential, with agricultural use to the north.

B. EXISTING IMPROVEMENTS:

No improvements have been made as of July 1992.

C. GENERAL COMMENTS:

1. Possibility for natural grass stand, tree planting and walking trails.

2. Due to slope, active usage is limited to play equipment in the flatter areas on the south side.

3. Strong potential for family-oriented passive picnic and play areas.

4. Drainage plan needs to be developed prior to making any improvements.

5. Water snow-play activities (sledding, etc.) seems appropriate with the hillside area.

CENTENNIAL PARK

Recommendations and Estimates of Probable Cost

PROPOSED SHORT-TERM IMPROVEMENTS	UNITS	UNIT PRICES	PROJECTED RANGE OF COSTS
Signage	0	$200-$350/ea.	$0
Picnic Shelters			
Small	0	$6,000-$8,000/ea.	$0
Large	0	$20,000-$25,000/ea.	$0
Picnic Tables	3	$600-$800/ea.	$1,800 - $2,400
Barbecue Grills	0	$200-$300/ea.	$0
Storage Building	0	$25,000-$40,000/ea.	$0
Park Benches	0	$300-$400/ea.	$0
Restrooms	0	$20,000-$35,000/ea.	$0
Sand Volleyball Courts	0	$2,500-$4,000/ea.	$0
Parking Stalls/Asphalt/Curb	0	$800-$1,000/ea.	$0
Play Structures	1	$10,000-$15,000/ea.	$10,000 - $15,000
Exercise Stations	0	$1,000-$1,200/ea.	$0
Bleachers	0	$1,500-$2,500/ea.	$0
Road (paved, curb & gutter)	0	$90-120/l.f.	$0
Walk/Bike Trail (paved)	0	$9-$15/l.f.	$0
Native Grasses	4.5	$2,500-$4,500/ac.	$11,250 - $20,250
Trees			
Shade	12	$175-$225/ea.	$2,100 - $2,700
Ornamental	0	$125-$175/ea.	$0
Evergreen	5	$175-$225/ea.	$875 - $1,125
Softball Fields (lighted)	0	$100,000-$150,000/ea.	$0
Softball Fields (unlighted)	0	$70,000-$100,000/ea.	$0
Soccer Fields	0	$25,000-$50,000/ea.	$0
Tennis Courts	2	$35,000-$42,000/ea.	$70,000 - $84,000
Tennis Court Renovation	0	$5,000-$20,000/ea.	$0
Backstop	0	$2,000-$4,000/ea.	$0
Bicycle Rack	0	$300-$400/ea.	$0
Parking Lot Lighting	0	$3,000-$6,000/pole	$0
Ballfield Lighting/Field	0	$30,000-$50,000/ea.	$0
Footbridge	0	$15,000-$22,000/ea.	$0
		TOTAL RANGE OF COST	$96,025 - $125,475

CHEYENNE SOCCER
Site Inventory and Evaluation
23 +/- Acres

A. GENERAL SITE ANALYSIS:

1. Swale runs along southern and western sides of the site.

2. Access through Cahill Park.

3. Majority of site abuts open fields or park, use of remaining area is residential (high and low density to east and north.)

4. Sloping topography and berms divide the five soccer fields.

B. EXISTING IMPROVEMENTS:

1. New concessions/storage/restroom building serves the needs of both soccer participants and Cahill Park users. Facility may be small for the extent of public visitation at soccer games/tournaments.

2. Parking area serves both the Soccer Park and Cahill.

3. Five well-maintained soccer fields fill the park with little room to spare on the south and west sides of the site.

C. GENERAL COMMENTS:

1. Nice single-usage park.

2. A pedestrian path would be useful to connect the parking and concession areas with the playing fields.

3. Bleachers or benches could be added to accommodate both players and spectators.

4. Lighting for the fields and parking lot would expand usage of the facilities.

5. Additional parking is necessary. It is currently needed for peak use times. Not as necessary if City proceeds with new soccer complex construction within 1-year.

6. Tree perimeter planting is needed for wind screens.

D. INVENTORY:

1 Concession building/Restroom
1 Parking lot (+ 245 cars)
5 soccer fields

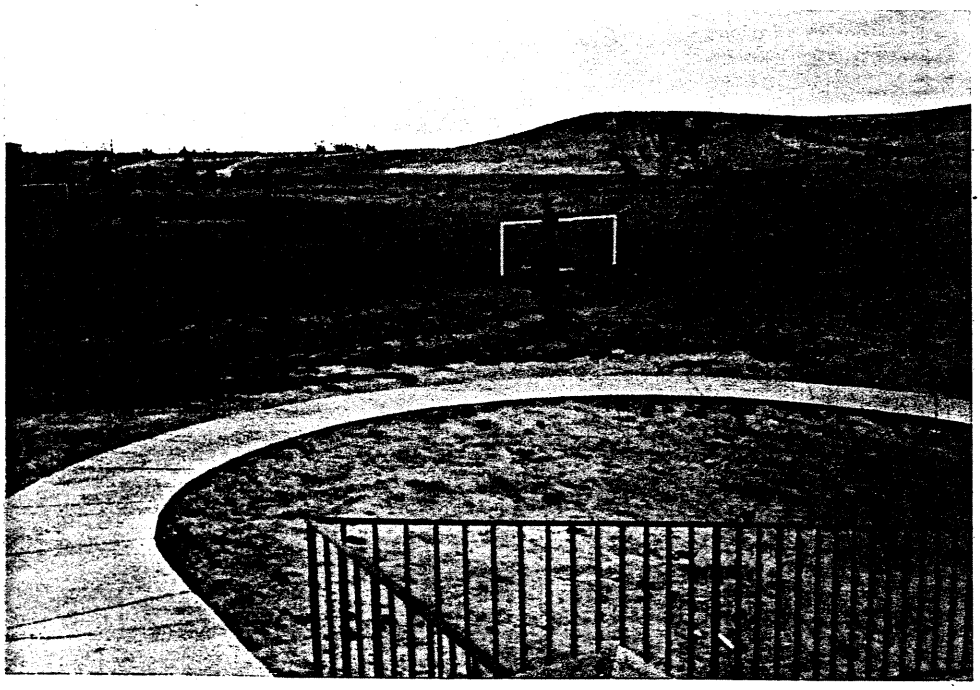
CHEYENNE SOCCER

Recommendations and Estimates of Probable Cost

PROPOSED SHORT-TERM IMPROVEMENTS	UNITS	UNIT PRICES	PROJECTED RANGE OF COSTS
Signage	0	$200-$350/ea.	$0
Picnic Shelters			
Small	0	$6,000-$8,000/ea.	$0
Large	0	$20,000-$25,000/ea.	$0
Picnic Tables	0	$600-$800/ea.	$0
Barbecue Grills	0	$200-$300/ea.	$0
Storage Building	1	$25,000-$40,000/ea.	$25,000 - $40,000
Park Benches	0	$300-$400/ea.	$0
Restrooms	0	$20,000-$35,000/ea.	$0
Sand Volleyball Courts	0	$2,500-$4,000/ea.	$0
Parking Stalls/Asphalt/Curb	0	$800-$1,000/ea.	$0
Play Structures	0	$10,000-$15,000/ea.	$0
Exercise Stations	0	$1,000-$1,200/ea.	$0
Bleachers	5	$1,500-$2,500/ea.	$7,500 - $12,500
Road (paved, curb & gutter)	0	$90-120/l.f.	$0
Walk/Bike Trail (paved)	1100	$9-$15/l.f.	$9,900 - $16,500
Native Grasses	0	$2,500-$4,500/ac.	$0
Trees			
Shade	0	$175-$225/ea.	$0
Ornamental	0	$125-$175/ea.	$0
Evergreen	50	$175-$225/ea.	$8,750 - $11,250
Irrigation	8	$7,000-$9,000/acre	$56,000 - $72,000
Softball Fields (lighted)	0	$100,000-$150,000/ea.	$0
Softball Fields (unlighted)	0	$70,000-$100,000/ea.	$0
Soccer Fields	0	$25,000-$50,000/ea.	$0
Tennis Courts	0	$35,000-$42,000/ea.	$0
Tennis Court Renovation	0	$5,000-$20,000/ea.	$0
Backstop	0	$2,000-$4,000/ea.	$0
Bicycle Rack	0	$300-$400/ea.	$0
Parking Lot Lighting	6	$3,000-$6,000/pole	$18,000 - $36,000
Ballfield Lighting/Field	3	$30,000-$50,000/ea.	$90,000 - $150,000
Footbridge	0	$15,000-$22,000/ea.	$0
		TOTAL RANGE OF COST	**$215,150 - $338,250**



View northwest from concessions building



View southeast from concessions building

CHEYENNE SOCCER

CIVITAN PARK
Site Inventory and Evaluation
1 Acre

A. GENERAL SITE ANALYSIS:

1. Gently sloping site.

2. Groupings of evergreens on the northwest and northeast corners help delineate park edges.

3. Streets on 3 sides, with I-80 located one block to the north isolates park for immediate neighborhood and school use only.

4. Accommodates Goins School immediately to the south. Other surrounding use is residential.

B. EXISTING IMPROVEMENTS:

1. Older swingset in fair shape, needs replacement swing(s).

C. GENERAL COMMENTS:

1. Given the close proximity of the school, more play equipment is justified.

2. Benches or picnic tables to accommodate parents.

3. Some potential for neighborhood volleyball.

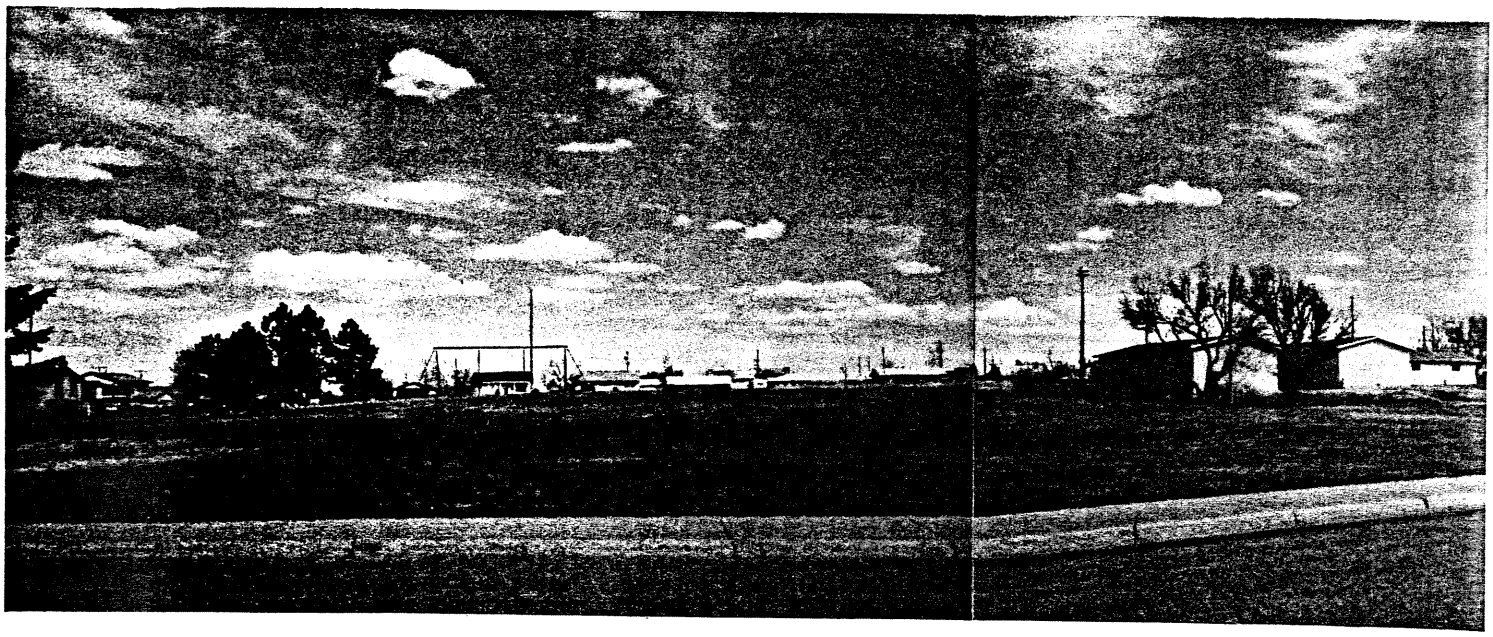
D. INVENTORY:

1 Swingset
1 Picnic table

CIVITAN PARK

Recommendations and Estimates of Probable Cost

PROPOSED SHORT-TERM IMPROVEMENTS	UNITS	UNIT PRICES	PROJECTED RANGE OF COSTS
Signage	0	$200-$350/ea.	$0
Picnic Shelters			
Small	0	$6,000-$8,000/ea.	$0
Large	0	$20,000-$25,000/ea.	$0
Picnic Tables	1	$600-$800/ea.	$600 - $800
Barbecue Grills	0	$200-$300/ea.	$0
Storage Building	0	$25,000-$40,000/ea.	$0
Park Benches	2	$300-$400/ea.	$600 - $800
Restrooms	0	$20,000-$35,000/ea.	$0
Sand Volleyball Courts	1	$2,500-$4,000/ea.	$2,500 - $4,000
Parking Stalls/Asphalt/Curb	0	$800-$1,000/ea.	$0
Play Structures	1	$10,000-$15,000/ea.	$10,000 - $15,000
Exercise Stations	0	$1,000-$1,200/ea.	$0
Bleachers	0	$1,500-$2,500/ea.	$0
Road (paved, curb & gutter)	0	$90-120/l.f.	$0
Walk/Bike Trail (paved)	0	$9-$15/l.f.	$0
Native Grasses	0	$2,500-$4,500/ac.	$0
Trees			
Shade	0	$175-$225/ea.	$0
Ornamental	0	$125-$175/ea.	$0
Evergreen	0	$175-$225/ea.	$0
Softball Fields (lighted)	0	$100,000-$150,000/ea.	$0
Softball Fields (unlighted)	0	$70,000-$100,000/ea.	$0
Soccer Fields	0	$25,000-$50,000/ea.	$0
Tennis Courts	0	$35,000-$42,000/ea.	$0
Tennis Court Renovation	0	$5,000-$20,000/ea.	$0
Backstop	0	$2,000-$4,000/ea.	$0
Bicycle Rack	0	$300-$400/ea.	$0
Parking Lot Lighting	0	$3,000-$6,000/pole	$0
Ballfield Lighting/Field	0	$30,000-$50,000/ea.	$0
Footbridge	0	$15,000-$22,000/ea.	$0
		TOTAL RANGE OF COST	**$13,700 - $20,600**



View from Cribbon Avenue

CIVITAN PARK

CONVERSE SOFTBALL COMPLEX
Site Inventory and Evaluation
18 Acres

A. GENERAL SITE ANALYSIS:

1. Recent tree plantings at entrance.

2. Flat topography on ball fields dropping to a steeper slope in the northwest corner.

3. Very little room for additional parking (aside from existing unpaved overflow area south of park.)

4. Surrounding usage is primarily airport facility (north), the V.A. Hospital to the south and residential to the west.

B. EXISTING IMPROVEMENTS:

1. Concession/restroom with new addition, score keeper's boxes, dugouts and backstops all in good condition.

2. Paved parking area and sidewalks are situated to accommodate all users of the facility.

3. Maintenance, storage and additional restroom facilities are located on the west side of the site.

C. GENERAL COMMENTS:

1. Lighting for the ball fields and parking would increase usage of the facility, but may not be possible due to the close proximity of the airport, V.A. Hospital and adjacent single family area.

2. Introduce picnic area/benches to area north of concession stand to accommodate waiting players and spectators.

3. Regrade and turf warm-up areas.

D. INVENTORY:

4 Regulation-sized softball field
8 Dugouts
4 Score keeper's boxes
1 Concession stand
2 Mens/womens restrooms
1 Parking lot (+ 100 cars)
1 Storage building
8 Bleachers

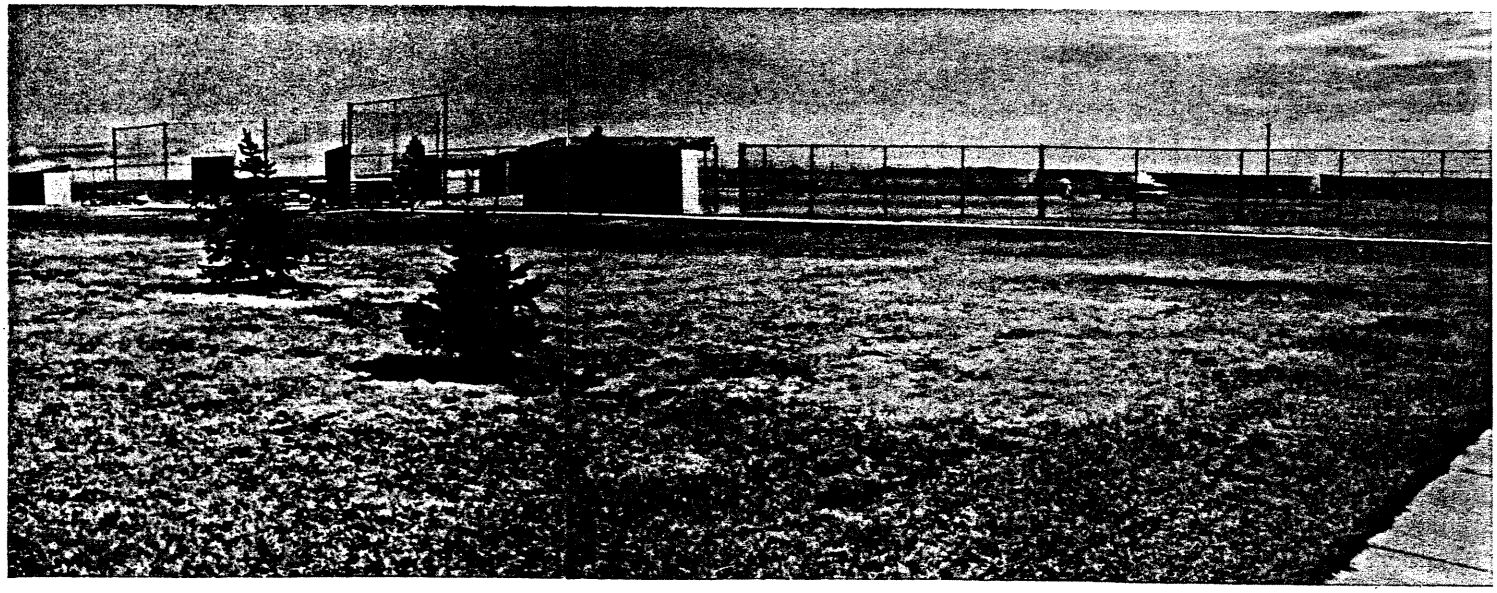
CONVERSE SOFTBALL COMPLEX

Recommendations and Estimates of Probable Cost

PROPOSED SHORT-TERM IMPROVEMENTS	UNITS	UNIT PRICES	PROJECTED RANGE OF COSTS
Signage	0	$200-$350/ea.	$0
Picnic Shelters			
Small	2	$6,000-$8,000/ea.	$12,000 - $16,000
Large	0	$20,000-$25,000/ea.	$0
Picnic Tables	4	$600-$800/ea.	$2,400 - $3,200
Barbecue Grills	0	$200-$300/ea.	$0
Storage Building	0	$25,000-$40,000/ea.	$0
Park Benches	10	$300-$400/ea.	$3,000 - $4,000
Restrooms	0	$20,000-$35,000/ea.	$0
Sand Volleyball Courts	0	$2,500-$4,000/ea.	$0
Parking Stalls/Asphalt/Curb	140	$800-$1,000/ea.	$112,000 - $140,000
Play Structures	0	$10,000-$15,000/ea.	$0
Exercise Stations	0	$1,000-$1,200/ea.	$0
Bleachers	0	$1,500-$2,500/ea.	$0
Road (paved, curb & gutter)	0	$90-120/l.f.	$0
Walk/Bike Trail (paved)	0	$9-$15/l.f.	$0
Native Grasses	1.2	$2,500-$4,500/ac.	$3,000 - $5,400
Trees			
Shade	0	$175-$225/ea.	$0
Ornamental	0	$125-$175/ea.	$0
Evergreen	0	$175-$225/ea.	$0
Softball Fields (lighted)	0	$100,000-$150,000/ea.	$0
Softball Fields (unlighted)	0	$70,000-$100,000/ea.	$0
Soccer Fields	0	$25,000-$50,000/ea.	$0
Tennis Courts	0	$35,000-$42,000/ea.	$0
Tennis Court Renovation	0	$5,000-$20,000/ea.	$0
Backstop	0	$2,000-$4,000/ea.	$0
Bicycle Rack	0	$300-$400/ea.	$0
Parking Lot Lighting	3	$3,000-$6,000/pole	$9,000 - $18,000
Ballfield Lighting/Field	4	$30,000-$50,000/ea.	$120,000 - $200,000
Footbridge	0	$15,000-$22,000/ea.	$0
		TOTAL RANGE OF COST	**$261,400 - $386,600**



View northwest from parking lot
Concession stand at right of photo



View northeast from parking lot
towards dugouts and ball fields

CONVERSE SOFTBALL

DUTCHER FIELD
Site Inventory and Evaluation
26 Acres

A. GENERAL SITE ANALYSIS:

1. Very flat, open site.

2. Gravel and partial asphalt parking lots.

3. Singular access from Converse Avenue on the park's east side.

4. Surrounding use includes the airport to the south and west and land owned by the City of Cheyenne to the north and east, with the Saddle Tramps Riding Club to the east.

5. Baseball fields are located on the western half of the site with the eastern half used primarily for practice.

B. EXISTING IMPROVEMENTS:

1. Gravel road and parking areas.

2. Lighted baseball fields and parking areas.

3. Paved area between playing fields and under some of the bleachers should be improved.

C. GENERAL COMMENTS:

1. Upgrade entrance, parking and roadway with pavement and curbing.

2. Upgrade and/or replace main storage building.

3. Use tree plantings to create a more inviting appearance.

4. Connection to proposed greenway path across Dry Creek would create a link to Smalley and Mylar Parks as well as to Jr. League Baseball fields.

5. Far west parking lot has some pavement, but needs to have drainage problems corrected and will require new paving.

D. INVENTORY:

2 Regulation-sized, lighted baseball fields
4 Dugouts
2 Press boxes
1 Practice field
2 Gravel parking lots (+ 200 cars)
1 Concession stand
3 Storage buildings
1 Mens/womens restroom
3 Picnic tables
Greenway system

E. RECOMMENDATIONS:

1. Add two (2) more lighted baseball fields for Cheyenne Youth Baseball, (American Legion and Babe Ruth) use. Dutcher Field should become the baseball complex for the Cheyenne Youth Baseball programs.

2. New paved parking areas for 150 to 200 additional cars is necessary with the new ballfield construction.

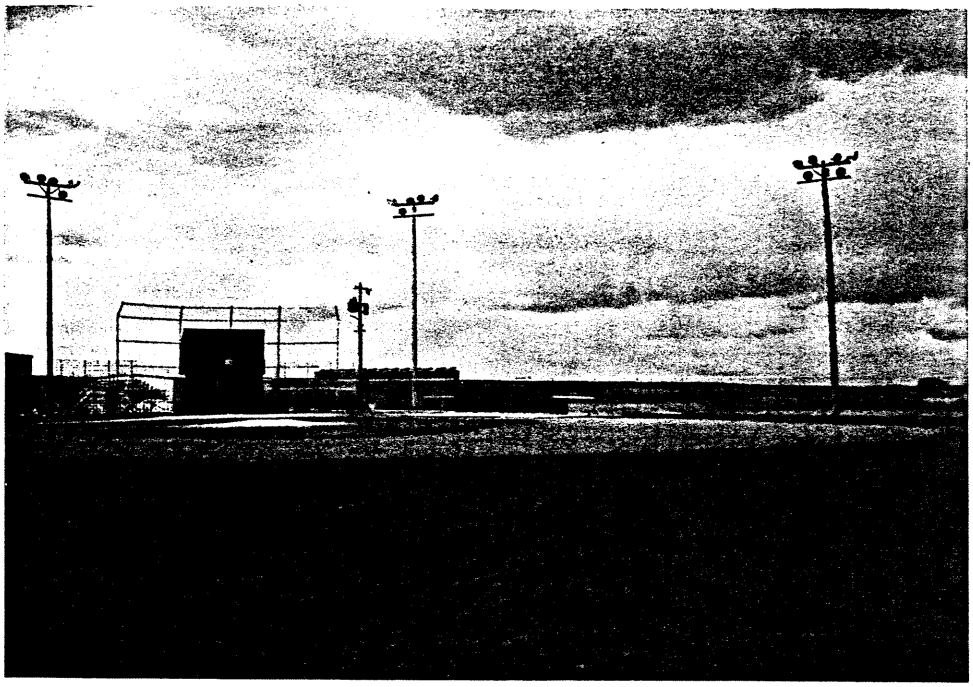
3. Area north of ballfields should be seeded and irrigated and maintained for practice fields.

4. Saddle Tramps arena and building can remain until a new site on the edge of town (i.e. South Cheyenne Community Park) is available. At such time, existing Saddle Tramps area can be used for practice fields and eventually expanded to game-level quality for potentially girls softball complex.

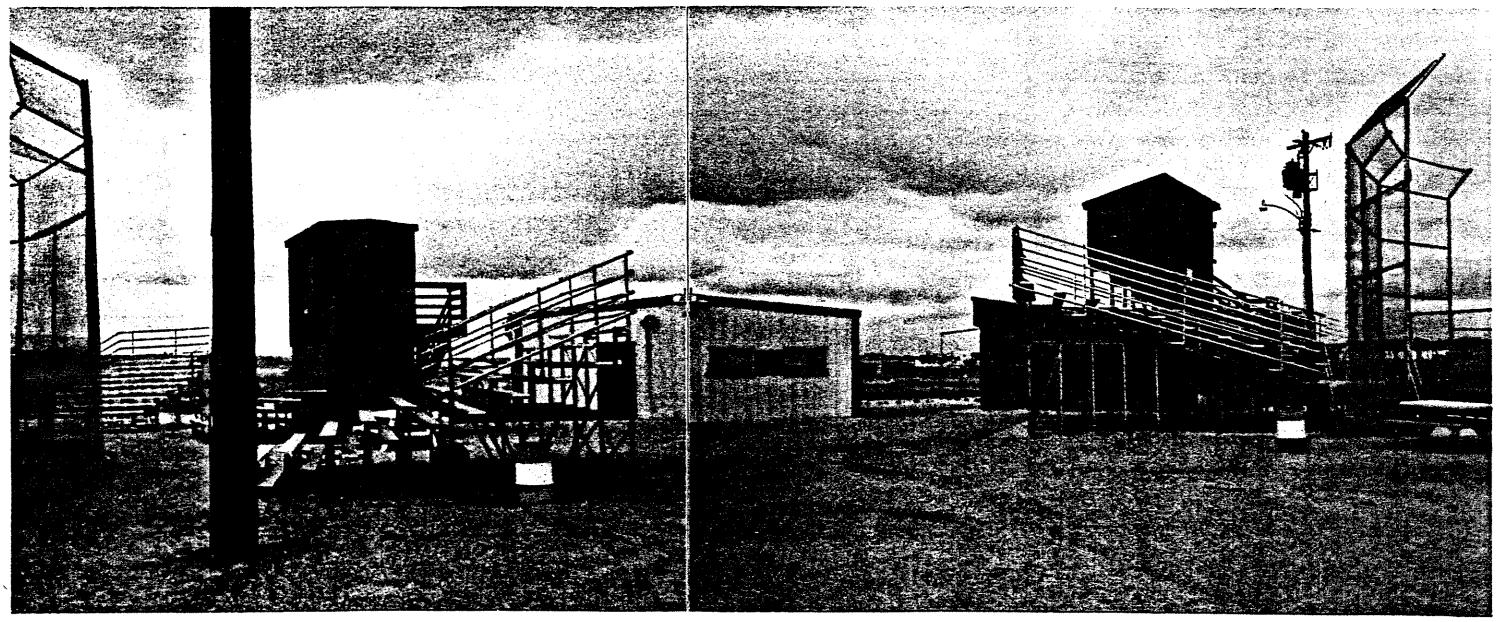
DUTCHER FIELD

Recommendations and Estimates of Probable Cost

PROPOSED SHORT-TERM IMPROVEMENTS	UNITS	UNIT PRICES	PROJECTED RANGE OF COSTS
Signage	0	$200-$350/ea.	$0
Picnic Shelters			
Small	0	$6,000-$8,000/ea.	$0
Large	0	$20,000-$25,000/ea.	$0
Picnic Tables	0	$600-$800/ea.	$0
Barbecue Grills	0	$200-$300/ea.	$0
Storage Building	1	$25,000-$40,000/ea.	$25,000 - $40,000
Park Benches	0	$300-$400/ea.	$0
Restrooms	0	$20,000-$35,000/ea.	$0
Sand Volleyball Courts	0	$2,500-$4,000/ea.	$0
Parking Stalls/Asphalt/Curb	200	$800-$1,000/ea.	$160,000 - $200,000
Play Structures	0	$10,000-$15,000/ea.	$0
Exercise Stations	0	$1,000-$1,200/ea.	$0
Bleachers	8	$1,500-$2,500/ea.	$12,000 - $20,000
Road (paved, curb & gutter)	2500	$90-120/l.f.	$225,000 - $300,000
Walk/Bike Trail (paved)	400	$9-$15/l.f.	$3,600 - $6,000
Native Grasses	6.8	$2,500/$4,500/ac.	$17,000 - $30,600
Trees			
Shade	49	$175-$225/ea.	$8,575 - $11,025
Ornamental	8	$125-$175/ea.	$1,000 - $1,400
Evergreen	51	$175-$225/ea.	$8,925 - $11,475
Softball Fields (lighted) Baseball	2	$100,000-$150,000/ea.	$200,000 - $300,000
Softball Fields (unlighted)	0	$70,000-$100,000/ea.	$0
Soccer Fields	0	$25,000-$50,000/ea.	$0
Tennis Courts	0	$35,000-$42,000/ea.	$0
Tennis Court Renovation	0	$5,000-$20,000/ea.	$0
Backstop	2	$2,000-$4,000/ea.	$4,000 - $8,000
Bicycle Rack	0	$300-$400/ea.	$0
Parking Lot Lighting	4	$3,000-$6,000/pole	$12,000 - $24,000
Ballfield Lighting/Field	0	$30,000-$50,000/ea.	$0
Footbridge	1	$15,000-$22,000/ea.	$15,000 - $22,000
		TOTAL RANGE OF COST	**$692,100 - $974,500**



Outfielder's view



Common area for ball fields

DUTCHER FIELD

HOLLIDAY PARK
Site Inventory and Evaluation
53 Acres

A. GENERAL SITE ANALYSIS:

1. Surrounded by streets (Lincolnway to the south being the busiest.)

2. Residential areas encompass all but the southern side of the park, which accommodates commercial usage.

3. Variety of topography and vegetative cover. Larger trees offer shade and screen throughout the site.

4. New landscaping throughout the park.

5. Wide variety of activities.

6. Centrally located lake (Minnehaha) is focal point of the park, access to which is achieved though a perimeter trail and adjacent parking areas. Ducks and other waterfowl have been introduced.

7. Open fields for unstructured play.

8. Vehicular access occurs on both north and south sides of the park. Sidewalks encircle the site.

9. Historic buildings such as the Artists Guild and Happy Jack Schoolhouse add an air of significance to the park.

B. EXISTING IMPROVEMENTS:

1. Paved roads and parking for over 180 vehicles.

2. Lighted, paved plaza area by the lake provides planter areas for seating and steps down to the water's edge for duck feeding.

3. Larger shelters available on the site, one of which has historic value.

4. The train exhibit is visible from busy Lincolnway and becomes a focal point for the southern end of the park. A nearby shelter provides picnic as well as restroom facilities for the attraction as well as to athletic facilities and playground nearby.

5. Play equipment is new and in excellent condition.

6. Horseshoes, tennis, basketball and volleyball courts are in good shape and are well maintained.

C. GENERAL COMMENTS:

1. Majority of the park has been recently updated and well maintained. The existing facilities accommodate a wide variety of participants.

2. "Pig trails" (paths worn into the turf) from perimeter sidewalks into the park indicate natural areas of entry and could become permanent paved walkways.

3. Trail along the perimeter of the lake should be paved to prevent further wear and erosion along banks and to cut back on dust problems. This could become a fitness and/or biking trail and should be connected to the main sidewalk system that encircles the park and proposed greenway path which is proposed to tie into this park. Benches should also be added along the shoreline.

4. More picnic tables and shelters are needed to accommodate users.

5. West tennis courts need to be replaced.

6. Correct drainage problems south of horseshoe pit area.

D. INVENTORY:

2 Basketball courts
12 Horseshoe pits
1 Ice skating hut
6 Tennis courts
2 Sand volleyball courts
1 Play area
5 Picnic shelters
1 Shop building
3 Mens/womens restrooms
2 Community buildings
1 Art Guild building (historic)
1 Historic schoolhouse
1 Train exhibit
20 Picnic tables
5 Parking lots (+ 180 cars)
Greenway system access

HOLLIDAY PARK

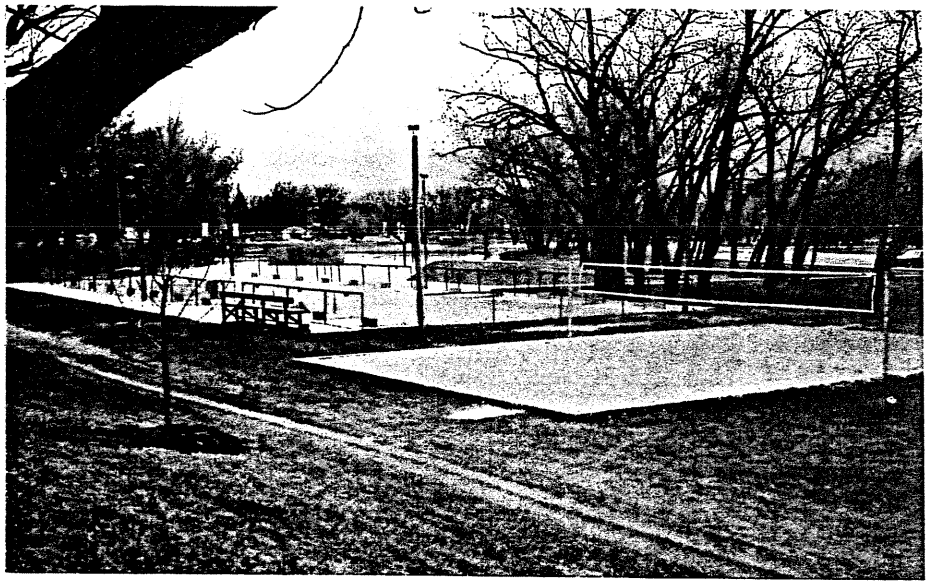
Recommendations and Estimates of Probable Cost

PROPOSED SHORT-TERM IMPROVEMENTS	UNITS	UNIT PRICES	PROJECTED RANGE OF COSTS
Signage	0	$200-$350/ea.	$0
Picnic Shelters			
Small	4	$6,000-$8,000/ea.	$24,000 - $32,000
Large	1	$20,000-$25,000/ea.	$20,000 - $25,000
Picnic Tables	10	$600-$800/ea.	$6,000 - $8,000
Barbecue Grills	10	$200-$300/ea.	$2,000 - $3,000
Storage Building	0	$25,000-$40,000/ea.	$0
Park Benches	9	$300-$400/ea.	$2,700 - $3,600
Restrooms	0	$20,000-$35,000/ea.	$0
Sand Volleyball Courts	0	$2,500-$4,000/ea.	$0
Parking Stalls/Asphalt/Curb	0	$800-$1,000/ea.	$0
Play Structures	0	$10,000-$15,000/ea.	$0
Exercise Stations	0	$1,000-$1,200/ea.	$0
Bleachers	0	$1,500-$2,500/ea.	$0
Road (paved, curb & gutter)	0	$90-120/l.f.	$0
Walk/Bike Trail (paved)	3500	$9-$15/l.f.	$31,500 - $52,500
Native Grasses	0	$2,500-$4,500/ac.	$0
Trees			
Shade	0	$175-$225/ea.	$0
Ornamental	0	$125-$175/ea.	$0
Evergreen	0	$175-$225/ea.	$0
Softball Fields (lighted)	0	$100,000-$150,000/ea.	$0
Softball Fields (unlighted)	0	$70,000-$100,000/ea.	$0
Soccer Fields	0	$25,000-$50,000/ea.	$0
Tennis Courts	0	$35,000-$42,000/ea.	$0
Tennis Court Renovation	2	$5,000-$20,000/ea.	$10,000 - $40,000
Backstop	0	$2,000-$4,000/ea.	$0
Bicycle Rack	0	$300-$400/ea.	$0
Parking Lot Lighting	0	$3,000-$6,000/pole	$0
Ballfield Lighting/Field	0	$30,000-$50,000/ea.	$0
Footbridge	0	$15,000-$22,000/ea.	$0
		TOTAL RANGE OF COST	**$96,200 - $164,100**

Sand play area ▷



Horseshoes and volleyball court ▷



Tennis courts, train exhibit and shelter/restrooms at "U" parking area ▽



HOLLIDAY PARK

JAYCEE PARK
Site Inventory and Evaluation
2 Acres

A. GENERAL SITE ANALYSIS:

1. Streets and sidewalks along perimeter of site. Pedestrian access to site is through trails connected to sidewalks.

2. No vehicular access to park, streetside parking only.

3. Site slopes to the southwest with major change in elevation dividing tennis and basketball courts on the north side from play area and practice softball field.

4. Mature vegetation throughout park. Large evergreens on north end serve as partial windbreaks.

B. EXISTING IMPROVEMENTS:

1. One picnic area with grill near play area.

2. Tennis and basketball courts in good condition.

3. Play equipment getting old.

C. GENERAL COMMENTS:

1. Small park which is at capacity where activities are concerned.

2. Upgrade and replacement in play equipment is necessary.

3. Additional benches and picnic tables should be incorporated into the park.

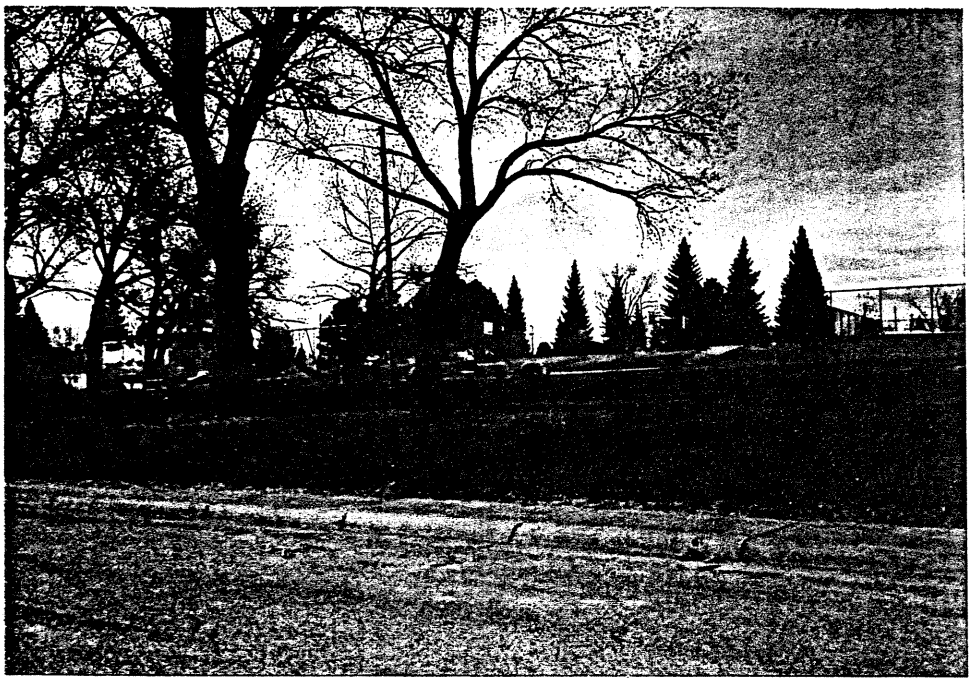
D. INVENTORY:

2 Tennis courts
2 Basketball courts
1 Play area
2 Picnic tables
1 Softball field (practice)

JAYCEE PARK

Recommendations and Estimates of Probable Cost

PROPOSED SHORT-TERM IMPROVEMENTS	UNITS	UNIT PRICES	PROJECTED RANGE OF COSTS
Signage	0	$200-$350/ea.	$0
Picnic Shelters			
Small	0	$6,000-$8,000/ea.	$0
Large	0	$20,000-$25,000/ea.	$0
Picnic Tables	2	$600-$800/ea.	$1,200 - $1,600
Barbecue Grills	0	$200-$300/ea.	$0
Storage Building	0	$25,000-$40,000/ea.	$0
Park Benches	4	$300-$400/ea.	$1,200 - $1,600
Restrooms	0	$20,000-$35,000/ea.	$0
Sand Volleyball Courts	0	$2,500-$4,000/ea.	$0
Parking Stalls/Asphalt/Curb	0	$800-$1,000/ea.	$0
Play Structures	1	$10,000-$15,000/ea.	$10,000 - $15,000
Exercise Stations	0	$1,000-$1,200/ea.	$0
Bleachers	0	$1,500-$2,500/ea.	$0
Road (paved, curb & gutter)	0	$90-120/l.f.	$0
Walk/Bike Trail (paved)	0	$9-$15/l.f.	$0
Native Grasses	0	$2,500-$4,500/ac.	$0
Trees			
Shade	0	$175-$225/ea.	$0
Ornamental	0	$125-$175/ea.	$0
Evergreen	0	$175-$225/ea.	$0
Softball Fields (lighted)	0	$100,000-$150,000/ea.	$0
Softball Fields (unlighted)	0	$70,000-$100,000/ea.	$0
Soccer Fields	0	$25,000-$50,000/ea.	$0
Tennis Courts	0	$35,000-$42,000/ea.	$0
Tennis Court Renovation	0	$5,000-$20,000/ea.	$0
Backstop	0	$2,000-$4,000/ea.	$0
Bicycle Rack	0	$300-$400/ea.	$0
Parking Lot Lighting	0	$3,000-$6,000/pole	$0
Ballfield Lighting/Field	0	$30,000-$50,000/ea.	$0
Footbridge	0	$15,000-$22,000/ea.	$0
		TOTAL RANGE OF COST	$12,400 - $18,200



Country Club Avenue view towards play area



View through trees of play area

JAYCEE PARK

JUNIOR LEAGUE BASEBALL
Site Inventory and Evaluation
38 Acres

A. GENERAL ANALYSIS:

1. Flat topography for ball fields, becoming steep along the south and east sides restricting further development.

2. Trees planted along some outfield fences and along walkways to fields, otherwise devoid of vegetation.

3. Accessible by Windmill Road and Converse Avenue. Highly trafficked Dell Range Boulevard runs along the north end of the site.

4. Surrounding uses include commercial, vacant commercial, developed and undeveloped public, open space and the Saddle Tramps Riding Club.

B. EXISTING IMPROVEMENTS:

1. Large, meeting hall/concession/restroom facility accommodates all 9 fields with pathway link to south parking.

2. Two large gravel parking areas have room for expansion if necessary, and should be paved. One smaller paved lot is located near the concession facility.

3. One small gazebo is located at each of the three field clusters. Bleachers and dugouts, all in good condition, are located at each field.

4. Some landscaping has been added to the corner of Dell Range Boulevard and Converse Avenue, but vehicular entrances to the park are bare and uninviting.

C. GENERAL COMMENTS:

1. Picnic areas should be situated near the concession facility with benches or picnic tables placed in and near the gazebos.

2. Parking areas need to be paved, and a walkway from the northeast parking lot to the concessions facility is necessary.

3. Tree and shrub plantings to enhance entries and walkways should be incorporated.

4. Ball field and parking lot lighting would expand usage, but would need to satisfy the airports vertical clear zone.

5. Restroom/Concession building roof needs to be replaced.

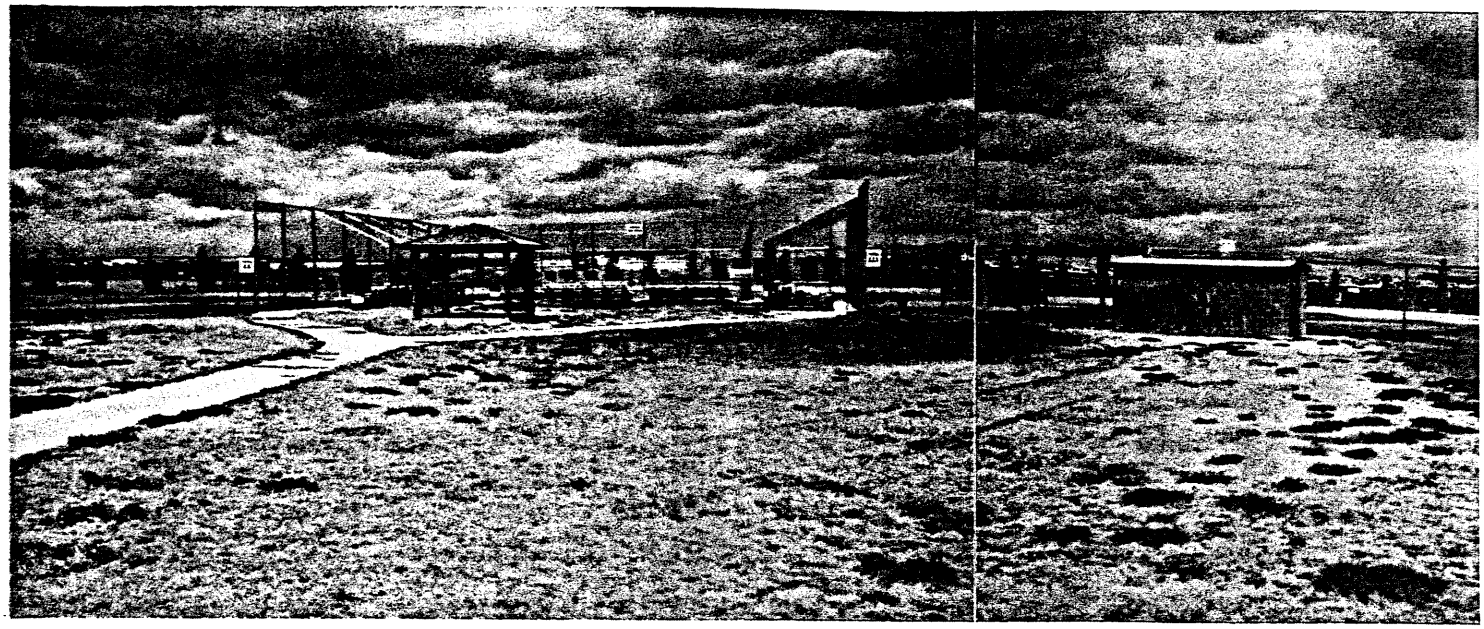
D. INVENTORY:

1 Meeting hall/concession/restroom facility
9 Regulation-sized baseball fields
18 Dugouts
3 Gazebos
3 Parking lots (+ 400 cars)

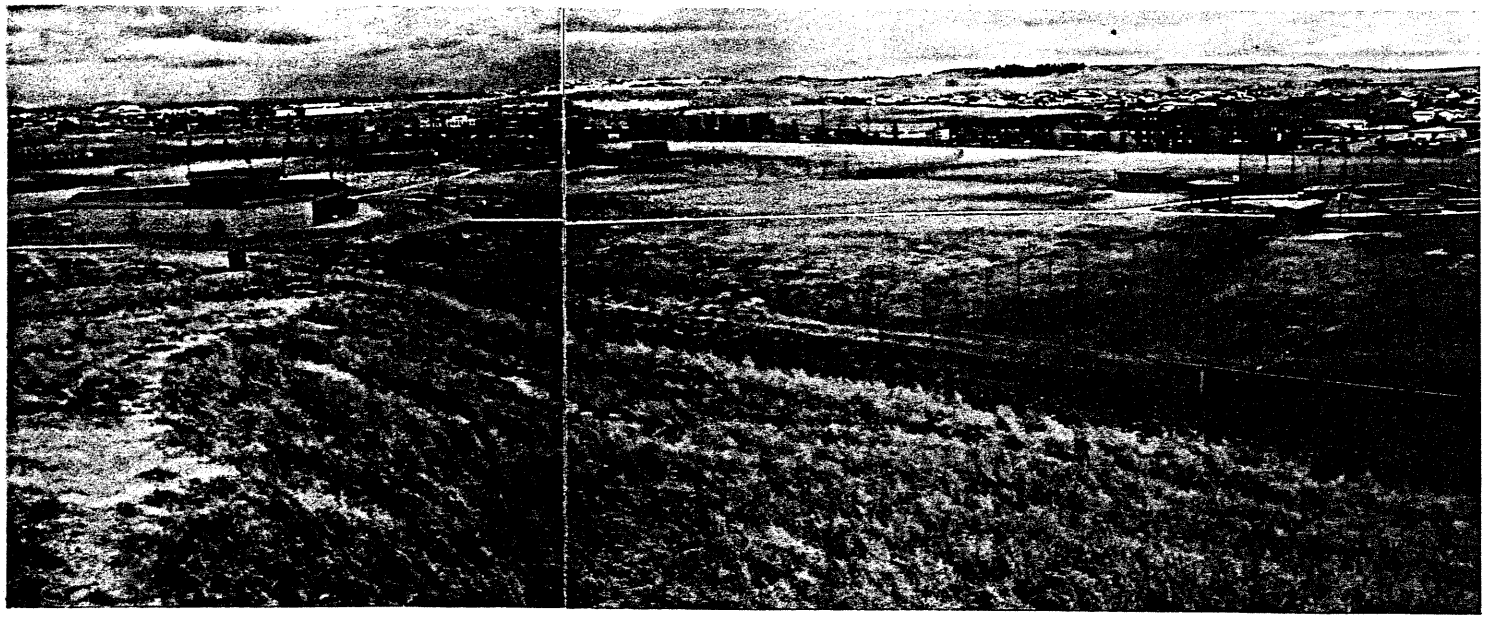
JUNIOR LEAGUE BASEBALL

Recommendations and Estimates of Probable Cost

PROPOSED SHORT-TERM IMPROVEMENTS	UNITS	UNIT PRICES	PROJECTED RANGE OF COSTS		
Signage	0	$200-$350/ea.	$0		
Picnic Shelters					
Small	3	$6,000-$8,000/ea.	$18,000	-	$24,000
Large	0	$20,000-$25,000/ea.	$0		
Picnic Tables	9	$600-$800/ea.	$5,400	-	$7,200
Barbecue Grills	0	$200-$300/ea.	$0		
Storage Building	0	$25,000-$40,000/ea.	$0		
Park Benches	6	$300-$400/ea.	$1,800	-	$2,400
Restrooms	0	$20,000-$35,000/ea.	$0		
Sand Volleyball Courts	0	$2,500-$4,000/ea.	$0		
Parking Stalls/Asphalt/Curb	318	$800-$1,000/ea.	$254,400	-	$318,000
Play Structures	0	$10,000-$15,000/ea.	$0		
Exercise Stations	0	$1,000-$1,200/ea.	$0		
Bleachers	0	$1,500-$2,500/ea.	$0		
Road (paved, curb & gutter)	0	$90-120/l.f.	$0		
Walk/Bike Trail (paved)	400	$9-$15/l.f.	$3,600	-	$6,000
Native Grasses	0	$2,500-$4,500/ac.	$0		
Trees					
Shade	83	$175-$225/ea.	$14,525	-	$18,675
Ornamental	18	$125-$175/ea.	$2,250	-	$3,150
Evergreen	122	$175-$225/ea.	$21,350	-	$27,450
Softball Fields (lighted)	0	$100,000-$150,000/ea.	$0		
Softball Fields (unlighted)	0	$70,000-$100,000/ea.	$0		
Soccer Fields	0	$25,000-$50,000/ea.	$0		
Tennis Courts	0	$35,000-$42,000/ea.	$0		
Tennis Court Renovation	0	$5,000-$20,000/ea.	$0		
Backstop	0	$2,000-$4,000/ea.	$0		
Bicycle Rack	0	$300-$400/ea.	$0		
Parking Lot Lighting	10	$3,000-$6,000/pole	$30,000	-	$60,000
Ballfield Lighting/Field	9	$30,000-$50,000/ea.	$270,000	-	$450,000
Footbridge	0	$15,000-$22,000/ea.	$0		
		TOTAL RANGE OF COST	**$621,325**		**$916,875**



Typical cluster of three ball fields



Hilltop view of park

JR. LEAGUE BASEBALL

KINGHAM/PRAIRIE VIEW GOLF COURSE
Site Inventory and Evaluation
90 Acres

A. GENERAL SITE ANALYSIS:

1. Gently rolling terrain.

2. Pond on the 9th hole acts as a water hazard.

3. Evergreens placed around greens and along entry gate.

4. In general flight path of airport runway.

B. EXISTING IMPROVEMENTS:

1. Nine-hole golf course could possibly expand to 18-holes by including city-owned property located to the north of the site.

2. Clubhouse (8 yr. old) and maintenance building in fair condition.

3. Parking lot has room for expansion (especially necessary if course grows from 9 to 18 holes.)

4. Cart paths between holes and to maintenance building.

C. GENERAL COMMENTS:

1. Entrance area should be improved with landscaping.

2. Delineate pathways with tree plantings and/or berms (this would also create interest and diversity with each hole.)

D. INVENTORY:

1 Clubhouse
1 9-hole golf course
1 Driving range
1 Maintenance building
1 Parking lot (+ 85 cars)

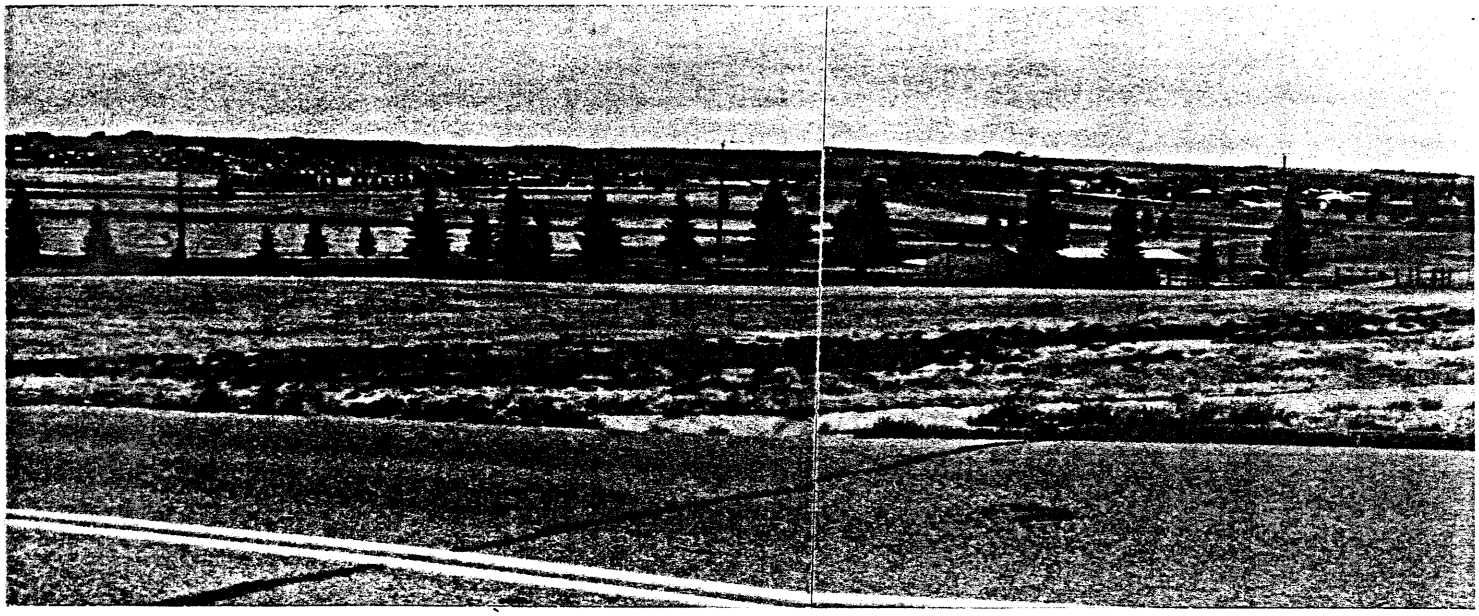
E. RECOMMENDATIONS

1. City should hold the balance of land north of the existing golf course (90 +/- acres), including the Cheyenne Soccer Complex for future golf course expansion to a full 18 holes.

2. Expansion should be a long-range goal to satisfy municipal golfing demand, with the near-term solution to any unmet golfing demand being satisfied with a facility-sharing agreement for Warren Air Force Base's 18 hole course.

KINGHAM/PRAIRIE VIEW GOLF COURSE
Existing 9-Holes Only
Recommendations and Estimates of Probable Cost

PROPOSED SHORT-TERM IMPROVEMENTS	UNITS	UNIT PRICES	PROJECTED RANGE OF COSTS
Signage	0	$200-$350/ea.	$0
Picnic Shelters			
Small	0	$6,000-$8,000/ea.	$0
Large	0	$20,000-$25,000/ea.	$0
Picnic Tables	0	$600-$800/ea.	$0
Barbecue Grills	0	$200-$300/ea.	$0
Storage Building	0	$25,000-$40,000/ea.	$0
Park Benches	0	$300-$400/ea.	$0
Restrooms	0	$20,000-$35,000/ea.	$0
Sand Volleyball Courts	0	$2,500-$4,000/ea.	$0
Parking Stalls/Asphalt/Curb	0	$800-$1,000/ea.	$0
Play Structures	0	$10,000-$15,000/ea.	$0
Exercise Stations	0	$1,000-$1,200/ea.	$0
Bleachers	0	$1,500-$2,500/ea.	$0
Road (paved, curb & gutter)	0	$90-120/l.f.	$0
Walk/Bike Trail (paved)	0	$9-$15/l.f.	$0
Native Grasses	0	$2,500-$4,500/ac.	$0
Trees			
Shade	198	$175-$225/ea.	$34,650 - $44,550
Ornamental	0	$125-$175/ea.	$0
Evergreen	61	$175-$225/ea.	$10,675 - $13,725
Softball Fields (lighted)	0	$100,000-$150,000/ea.	$0
Softball Fields (unlighted)	0	$70,000-$100,000/ea.	$0
Soccer Fields	0	$25,000-$50,000/ea.	$0
Tennis Courts	0	$35,000-$42,000/ea.	$0
Tennis Court Renovation	0	$5,000-$20,000/ea.	$0
Backstop	0	$2,000-$4,000/ea.	$0
Bicycle Rack	0	$300-$400/ea.	$0
Parking Lot Lighting	0	$3,000-$6,000/pole	$0
Ballfield Lighting/Field	0	$30,000-$50,000/ea.	$0
Footbridge	0	$15,000-$22,000/ea.	$0
		TOTAL RANGE OF COST	$45,325 - $58,275



View from southwest corner of site with clubhouse in foreground

KINGHAM/PRAIRIE VIEW GOLF COURSE

LINCOLN PARK
Site Inventory and Evaluation
2 Acres

A. GENERAL SITE ANALYSIS:

1. Berms with evergreen tree plantings throughout the park and landscaping between basketball courts and swimming pool.

2. Adjacent to old Johnson Jr. High School.

3. Located in a residential area.

4. Streetside parking only.

5. Johnson Pool located on the school side of the park, surrounded by a chain-link fence. Includes a concession/changing facility and storage building.

6. Some lighting located near pool, play area and entrance equipment.

7. Singular pedestrian entrance at the north corner.

8. Open field play area located at northeast corner.

B. EXISTING IMPROVEMENTS:

1. Older swimming pool facility. Deck is in good shape. Changing and storage facilities are in fair to good condition.

2. Some newer timber play equipment in sand play area in good condition.

3. Basketball courts in fair shape. Replacement rims and nets may be necessary.

C. GENERAL COMMENTS:

1. Bicycle rack should be repaired or replaced.

2. Signage for pool at southwest corner of facility.

3. Screening pool from school will also soften the effect of the chain-link fence.

4. Benches should be placed near play area for parents. And a few more picnic facilities should be arranged throughout the site.

5. Nice landscape plantings throughout the park.

6. Pool needs sandblasting and repainting (scheduled for spring 1993).

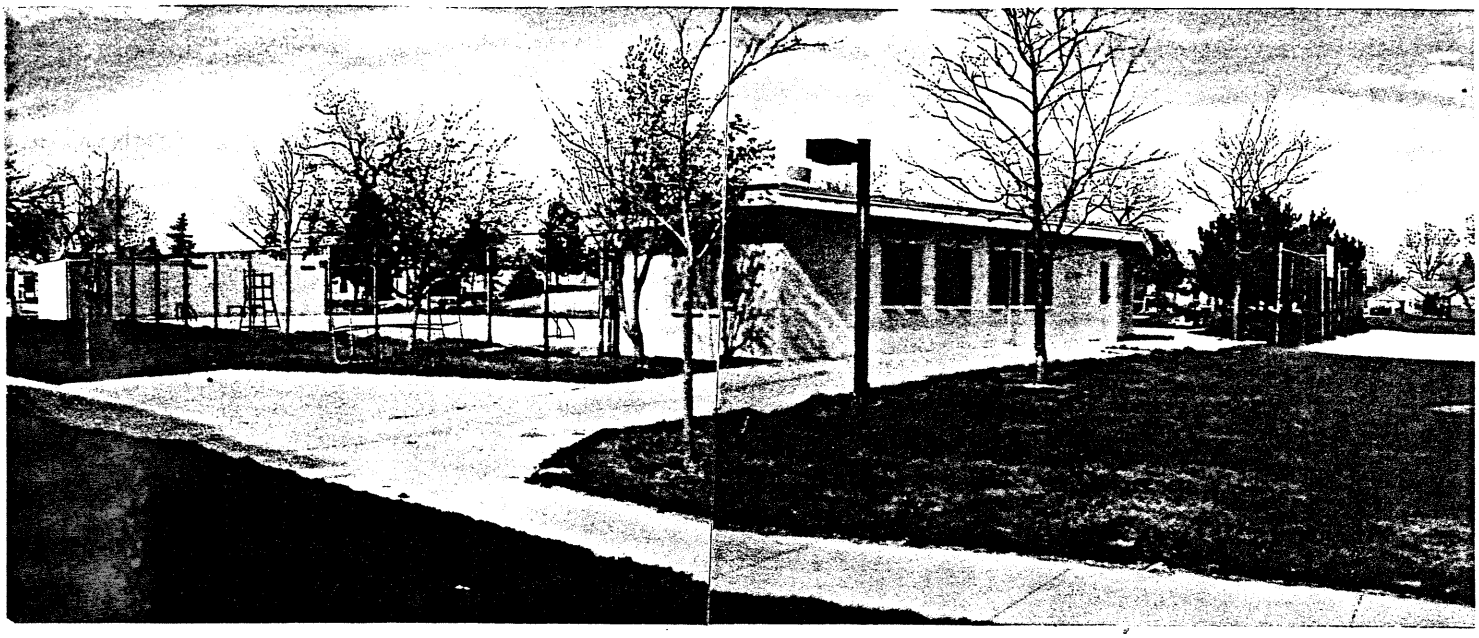
D. INVENTORY:

1 Swimming pool
1 Changing/concession facility
1 Storage/equipment facility
1 Play area
2 Basketball/volleyball courts
2 Picnic tables

LINCOLN PARK

Recommendations and Estimates of Probable Cost

PROPOSED SHORT-TERM IMPROVEMENTS	UNITS	UNIT PRICES	PROJECTED RANGE OF COSTS		
Signage	1	$200-$350/ea.	$200	-	$350
Picnic Shelters					
Small	0	$6,000-$8,000/ea.	$0		
Large	0	$20,000-$25,000/ea.	$0		
Picnic Tables	2	$600-$800/ea.	$1,200	-	$1,600
Barbecue Grills	0	$200-$300/ea.	$0		
Storage Building	0	$25,000-$40,000/ea.	$0		
Park Benches	4	$300-$400/ea.	$1,200	-	$1,600
Restrooms	0	$20,000-$35,000/ea.	$0		
Sand Volleyball Courts	0	$2,500-$4,000/ea.	$0		
Parking Stalls/Asphalt/Curb	0	$800-$1,000/ea.	$0		
Play Structures	0	$10,000-$15,000/ea.	$0		
Exercise Stations	0	$1,000-$1,200/ea.	$0		
Bleachers	0	$1,500-$2,500/ea.	$0		
Road (paved, curb & gutter)	0	$90-120/l.f.	$0		
Walk/Bike Trail (paved)	0	$9-$15/l.f.	$0		
Native Grasses	0	$2,500-$4,500/ac.	$0		
Trees					
Shade	0	$175-$225/ea.	$0		
Ornamental	0	$125-$175/ea.	$0		
Evergreen	4	$175-$225/ea.	$700	-	$900
Softball Fields (lighted)	0	$100,000-$150,000/ea.	$0		
Softball Fields (unlighted)	0	$70,000-$100,000/ea.	$0		
Soccer Fields	0	$25,000-$50,000/ea.	$0		
Tennis Courts	0	$35,000-$42,000/ea.	$0		
Tennis Court Renovation	0	$5,000-$20,000/ea.	$0		
Backstop	0	$2,000-$4,000/ea.	$0		
Bicycle Rack	1	$300-$400/ea.	$300	-	$400
Parking Lot Lighting	0	$3,000-$6,000/pole	$0		
Ballfield Lighting/Field	0	$30,000-$50,000/ea.	$0		
Footbridge	0	$15,000-$22,000/ea.	$0		
		TOTAL RANGE OF COST	**$3,600**	-	**$4,850**



Johnson Pool (view from school)



Play area and walkway to main park entrance

LINCOLN PARK

LIONS PARK
Site Inventory and Evaluation
131 Acres

A. GENERAL SITE ANALYSIS:

1. Flat terrain with massings of mature plantings throughout the park.

2. Centrally located lake is focal point of the park. Allows for a variety of activities. A second and smaller lake, Peanut Pond, is located on the west side of the park between the botanic garden and train exhibit.

3. Majority of park administrative buildings are concentrated in the southwest corner of the site, with other park related facilities and activities scattered evenly throughout the 131 acres.

4. Majority of the park is surrounded by highly trafficked streets with vehicular access limited to 4 entryways (one of which serves only the municipal swimming pool.)

5. The park's tree lined entrance on Carey Avenue is divided by a wide median and is followed by a well landscaped introduction to the new botanic garden.

6. Surrounding usage includes the airport to the east, residential to the south, Frontier Park to the west, and the Airport Golf Course north of the park.

7. Lions Park is the city's largest and houses a wide variety of activities and facilities to accommodate the region in and around Cheyenne.

B. EXISTING FACILITIES:

1. Newer buildings on the site include the Municipal Swimming Pool and Botanic Garden greenhouse with its supporting facilities. Other structures include the Community House, Boy Scout house, maintenance/storage buildings, Urban Forestry Office, the former Park Superintendent's Residence converted to shop area/storage, and a variety of concessions facilities, restrooms and shelters, most of which are in good condition.

2. Parking lots are paved and striped. Roadways are paved and include curb and gutter.

3. Most major pathways are paved, including the fitness trail that runs along Sloans Lake.

4. The miniature golf course is privately operated and in fair condition.

5. Botanic garden is newer and includes a greenhouse and displays that could expand northward to the train exhibit.

6. Sunken garden has drainage problems that need to be resolved as well as a lack of landscape plantings. Needs to be revitalized or removed so site can be available for new uses.

7. Existing softball field and grandstands in good condition and provides a large paved parking lot.

8. Buffalo and elk exhibits could be improved to include other wildlife (i.e. antelope and deer) with perhaps a petting zoo for children. Signage as well as a formal entry to the area should be incorporated.

9. Tree nurseries are placed throughout the park.

C. GENERAL COMMENTS:

1. More restroom facilities are necessary, especially on the southern end of the park.

2. Future greenway link at the northeast portion of the park needs to be linked to perimeter trail around the lake.

3. Expand trails to include biking and jogging, as well as benches for spectators.

4. Updates of play equipment necessary as well as benches near the play areas.

5. To create emphasis on the train exhibit, walkways to and around the locomotive are necessary.

6. Area between walkway and beach should become a low division of plantings and seating areas, with selected openings for access.

7. Provide some natural link between Frontier Park and its museum with symbiotic park uses in Lions.

D. INVENTORY:

1 Beach
1 Bicycle Path
1 Paddle boat dock
1 Concessions building
2 Lakes
1 Miniature golf course
16 Parking lots (+ 500 cars)
2 Play areas
13 Picnic shelters
71 Picnic tables
4 Mens/womens restrooms
2 Soccer fields
1 Regulation-sized, lighted softball field
1 Indoor swimming pool
1 Trail system
1 Sand volleyball court
1 Train exhibit
2 Animal exhibits (Bison & Elk)
Greenway system

E. MAJOR RECOMMENDATIONS/LIONS PARK

Lions Park, currently the elder statesman of Cheyenne parks has historically served as a broad-ranged park. Its existing uses and improvements have been appropriate for its past and present programming.

The future uses for Lions Park is the focus of this summary recommendation. It appears that Lions will continue to be the flagship or "star" park of Cheyenne's system for the reasons that so many resources go into maintaining, upgrading the special uses (i.e. municipal pool, Botanic Gardens, native animal exhibits, Sloan's Lake winter and summer fishing, swimming beach, walking trails and the softball field). Additionally, this park has been the most significant park space in Cheyenne for many years, due to its adjacency to Frontier Park, the Airport Golf Course, Interstate 25, Cheyenne Airport, major arterial and collector streets, midtown residential neighborhoods and downtown. It is highly visible, with active and passive uses. Its mature landscaping (trees) offers an oasis to Cheyenne's citizens.

This summary recommendation takes into account that the City will meet its athletic field needs (i.e. soccer, softball and baseball) at other existing and/or proposed locations thus relieving Lion's of said programmed uses, except for practice or neighborhood pick-up games. Please note that many of these recommendations are long-term, 5-15 year period improvements.

Specific recommendations for Lions Park's future long-range improvements and uses are as follows:

1. **A Lions Park 2000 Master Plan should be prepared** as a planning guide for the following major improvements within the park.

2. **Continue to provide non-paved parking along Carey Avenue during Frontier Days,** until the Frontier Park has implemented some of its planned parking expansion.

3. **The fees acquired from Frontier Days parking use could provide significant improvement funds for a new relocated miniature golf operation.** This use is positioned near Frontier Park. Increased revenues are very likely during Frontier Days, via a rejuvenated image that is more easily promoted to the public while operated by City staff. The miniature golf course should be located to gain excellent exposure from Carey Avenue and Frontier Park, readily accessible with adjacent paved parking and situated to provide significant land area for the proposed planetarium.

4. **The proposed planetarium is an ideal public use for this park.** Its educational use nicely compliments the existing Botanic Garden's, a public private partnership in funding improvements followed by a City-School District partnership in operations and maintenance appears to work well. A planetarium's location could be considered in one of several locations such as where Fun City Golf and concession buildings currently are or the Sunken Gardens. The planetarium may have some scheduling use restrictions placed on it as long as the softball field's lights are in use.

5. **The Botanic Garden Expansion** could be vastly enlarged should the Planetarium be constructed adjacent to it and the Botanic Gardens Division receive a significant budget increase for materials and labor needs. It seems appropriate that the Botanic Gardens outdoor areas be expanded to include these grounds surrounding a Planetarium. Any new indoor facilities should be adjoining or at least adjacent to the existing Botanic Gardens building, probably not a part of the Planetarium structure. Garden expansion could readily expand to Peanut Pond and near the Boy Scout House.

6. **The Native Animal paddocks** as they currently exist provide a reminder to citizens and an attraction to visitors. The paddocks have good vehicular and pedestrian access to the general viewing area. The bison, particularly have some visibility from Central Avenue.

   Today's elk and bison exhibits provide a portion of Lions Park's uniqueness. It is recommended that this paddock area be dressed up to appear more visitor friendly. There is the opportunity to redesign the paddocks with a less-obtrusive fencing system and adding several more native species into a "high plains" exhibit. An improved paddock arrangement with additional educational information could significantly improve the visitor's experience at Lions Park. This paddock rearrangement with native animal-sensitive design should be a part of the Lions Park Master Plan program as outlined in Recommendation No. 1.

   This animal display is too small to be a revenue-generating attraction. The significant capital and operating funds necessary to propel this exhibit to a mini-zoo should only be pursued if there is strong public support and a long-term commitment to exhibit design, adding trained staff and increased maintenance operations.

7. In an effort to recommend Lions Parks renovation into a consortium of special uses, and to compliment this plan's recommendations for new and expanded softball and baseball fields, it appears that **in the long-term period the existing ballfield's use may no longer play as significant a roll** as today given the high demand for the existing ballfield inventory.

   It is recommended that as long as there is a use demand for this single ballfield and the reasonable ability to provide adequate maintenance to its grandstands, lights, fence, turf, irrigation, etc., then it should remain a vital ballfield. However, in a new Lions Park Master plan, serious consideration should be given to this significant lake-front parcel and its alternate uses.

8. In an effort to upgrade this park's facilities, it is apparent that several structures marginally serve their purpose. Specifically, the Park Superintendents residence, Urban Forestry office and the Golf Course/Parks Superintendents office are marginally adequate space at best which have outlived their usefulness to this expanded and growing Parks and Recreation system. Potentially, **a new building which compliments the stone maintenance shops area that combines golf course, parks, maintenance and urban forestry (replacing these existing offices) would provide expanded work space and improved management efficiencies.**

9. **In lieu of providing special funds for the Sunken Garden's renovation, it is recommended that this area be adaptively reused as an amphitheater.** A stage with band shell orchestra pit, connected storage area, sloped and turfed seating area with utility hookup provisions for sound and lighting is appropriate. Ample walkway improvements from parking areas (i.e. indoor pool and picnic shelter area) will be necessary for safe and secure pedestrian access.

10. **Install irrigation in those currently unirrigated turfed and native grass areas.** This significantly improves the usability and attractiveness of this park.

11. **Lions Park is the ideal location for a children's museum**, since this park provides many educational/recreational program uses (or at least per this comprehensive list of recommended improvements). It is understood that there may be a carriage house from the Downtown area that could be relocated into the park. Should the carriage house structure appearance be unique and attractive, or for that matter any other historically significant structures, its location near the native animal exhibit at the park's southeast corner, where it is readily visible from Central Avenue and West Eighth Avenue as a focal point from the streets seems desirable. This area is additionally appropriate as children's museums typically have outdoor, hands-on exhibits. This site is currently an open area used for soccer and treelined on the east and west sides.

LIONS PARK

Recommendations and Estimates of Probable Cost

PROPOSED SHORT-TERM IMPROVEMENTS	UNITS	UNIT PRICES	PROJECTED RANGE OF COSTS
Signage	0	$200-$350/ea.	$0
Picnic Shelters			
Small	0	$6,000-$8,000/ea.	$0
Large	0	$20,000-$25,000/ea.	$0
Picnic Tables	0	$600-$800/ea.	$0
Barbecue Grills	0	$200-$300/ea.	$0
Storage Building	0	$25,000-$40,000/ea.	$0
Park Benches	13	$300-$400/ea.	$3,900 - $5,200
Restrooms	2	$20,000-$35,000/ea.	$40,000 - $70,000
Sand Volleyball Courts	0	$2,500-$4,000/ea.	$0
Parking Stalls/Asphalt/Curb	0	$800-$1,000/ea.	$0
Play Structures	2	$10,000-$15,000/ea.	$20,000 - $30,000
Exercise Stations	0	$1,000-$1,200/ea.	$0
Bleachers	0	$1,500-$2,500/ea.	$0
Road (paved, curb & gutter)	0	$90-120/l.f.	$0
Walk/Bike Trail (paved)	1600	$9-$15/l.f.	$14,400 - $24,000
Native Grasses	0	$2,500-$4,500/ac.	$0
Trees			
Shade	0	$175-$225/ea.	$0
Ornamental	0	$125-$175/ea.	$0
Evergreen	0	$175-$225/ea.	$0
Irrigation	25	$7,000-$9,000/ac	$175,000 - $225,000
Softball Fields (lighted)	0	$100,000-$150,000/ea.	$0
Softball Fields (unlighted)	0	$70,000-$100,000/ea.	$0
Soccer Fields	0	$25,000-$50,000/ea.	$0
Tennis Courts	0	$35,000-$42,000/ea.	$0
Tennis Court Renovation	0	$5,000-$20,000/ea.	$0
Backstop	0	$2,000-$4,000/ea.	$0
Bicycle Rack	0	$300-$400/ea.	$0
Parking Lot Lighting	0	$3,000-$6,000/pole	$0
Ballfield Lighting/Field	0	$30,000-$50,000/ea.	$0
Footbridge	0	$15,000-$22,000/ea.	$0
		TOTAL RANGE OF COST	**$253,300 - $354,200**

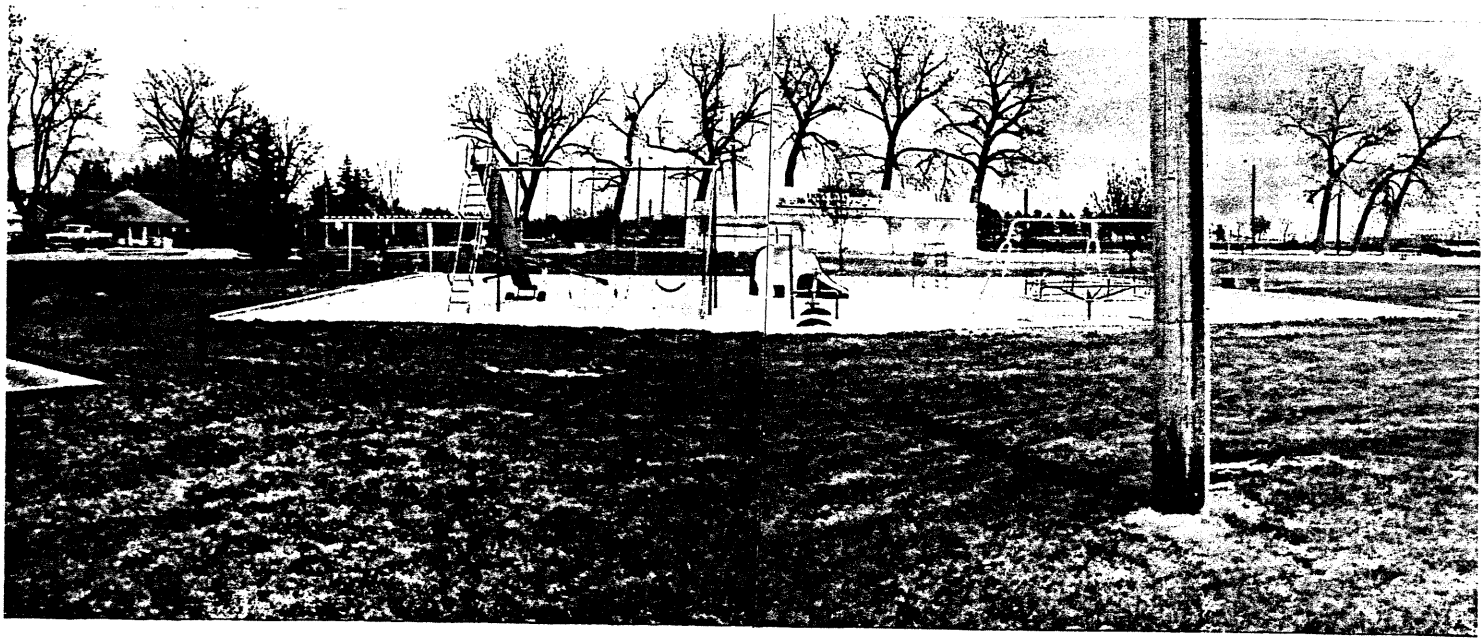


Beach/lake walkway



Southern end of Sloans Lake

LIONS PARK



Southern play area



Entrance to Botanic Garden

LIONS PARK

MARTIN LUTHER KING PARK
Site Inventory and Evaluation
8 Acres

A. GENERAL SITE ANALYSIS:

1. Varied topography - Bermed around play area (which is recessed with the berm). Softball field and remaining open field flat, sloping and nicely terraced down to creek. Evergreen trees have been planted on berms and throughout the park to act as screens and divisions between activities. The north end of the park containing the softball field has limited vegetation along the creek edge and street sides.

2. Crow Creek runs north-south through western half of the park. West of the creek the land is generally flat with a few new tree plantings on the western side and natural vegetation along the creeks edge.

3. Berms - Inward views to the play area from Ames Avenue, the recessed area and plaza can be seen from 17th Street and across the creek on Missile Drive.

4. Commercial land usage surrounds most of the park.

B. EXISTING IMPROVEMENTS:

1. Martin Luther King Court, which divides the site into two (2) sections, provides minimal parking. Parallel parking along Ames Avenue and W. 17th Street is also possible.

2. Recent construction of the Plaza area and adjoining sidewalk creates a nice pedestrian access into the site as well as an interesting stop along the Greenway Path, already implemented and connected to the park.

3. Lighting exists throughout the park, including the tennis and basketball courts.

4. Restroom facilities have been built near the play area.

5. Play area has adequate equipment (12 years old).

C. GENERAL COMMENTS:

1. Benches are needed around the play area for parents.

2. Landscaping, evergreen windbreak should be planted along north side of softball field.

3. Add automatic irrigation system for west side.

4. Add two picnic shelters in park.

D. INVENTORY:

2 - Basketball Courts (lighted)
1 - Tennis Courts (lighted)
1 - Plaza
1 - Creek
1 - Mens/Womens Restroom
1 - Play Area
2 - Picnic Tables
Greenway System Adjacent to Site
1 - Ballfield
1 - Parking Lot (+ 10 cars)

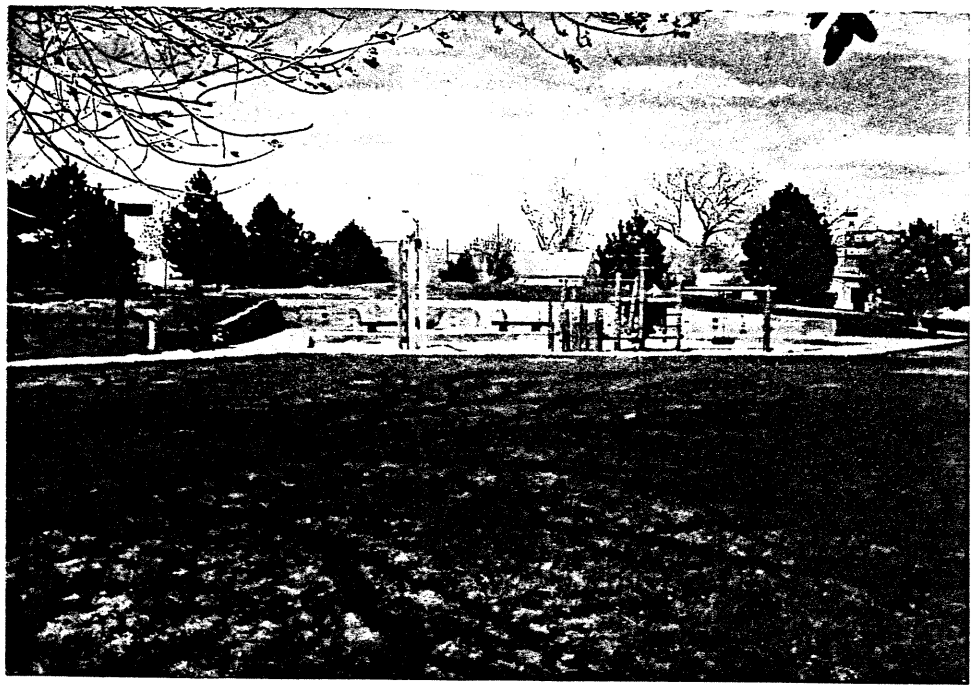
E. RECOMMENDATIONS

1. Recommend acquisition of approximately 3-1/2 City blocks (8-9 acres) generally east of Ames Avenue for park's expansion for the proposed Recreation Center.

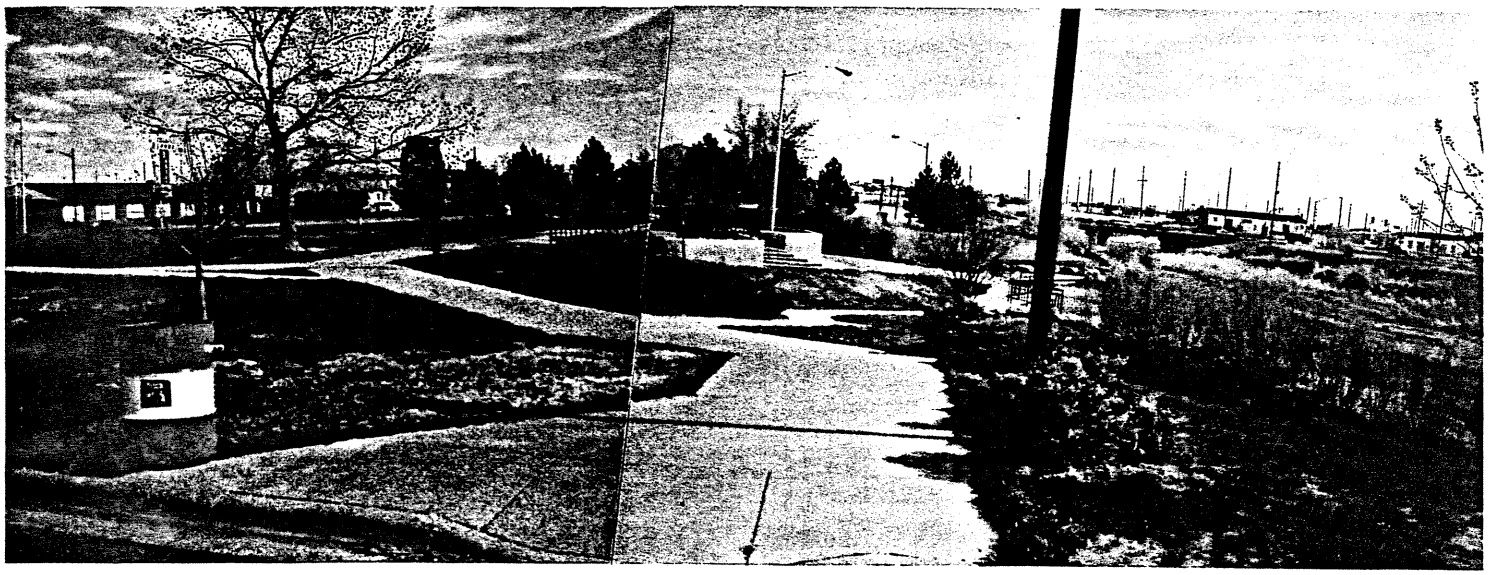
MARTIN LUTHER KING PARK

Recommendations and Estimates of Probable Cost

PROPOSED SHORT-TERM IMPROVEMENTS	UNITS	UNIT PRICES	PROJECTED RANGE OF COSTS
Signage	0	$200-$350/ea.	$0
Picnic Shelters			
Small	2	$6,000-$8,000/ea.	$12,000 - $16,000
Large	0	$20,000-$25,000/ea.	$0
Picnic Tables	3	$600-$800/ea.	$1,800 - $2,400
Barbecue Grills	0	$200-$300/ea.	$0
Storage Building	0	$25,000-$40,000/ea.	$0
Park Benches	4	$300-$400/ea.	$1,200 - $1,600
Restrooms	0	$20,000-$35,000/ea.	$0
Sand Volleyball Courts	0	$2,500-$4,000/ea.	$0
Parking Stalls/Asphalt/Curb	0	$800-$1,000/ea.	$0
Play Structures	0	$10,000-$15,000/ea.	$0
Exercise Stations	0	$1,000-$1,200/ea.	$0
Bleachers	0	$1,500-$2,500/ea.	$0
Road (paved, curb & gutter)	0	$90-120/l.f.	$0
Walk/Bike Trail (paved)	0	$9-$15/l.f.	$0
Native Grasses	0	$2,500-$4,500/ac.	$0
Trees			
Shade	0	$175-$225/ea.	$0
Ornamental	0	$125-$175/ea.	$0
Evergreen	17	$175-$225/ea.	$2,975 - $3,825
Irrigation	2	$7,000-$9,000/ac.	$14,000 - $18,000
Softball Fields (lighted)	0	$100,000-$150,000/ea.	$0
Softball Fields (unlighted)	0	$70,000-$100,000/ea.	$0
Soccer Fields	0	$25,000-$50,000/ea.	$0
Tennis Courts	0	$35,000-$42,000/ea.	$0
Tennis Court Renovation	0	$5,000-$20,000/ea.	$0
Backstop	0	$2,000-$4,000/ea.	$0
Bicycle Rack	0	$300-$400/ea.	$0
Parking Lot Lighting	0	$3,000-$6,000/pole	$0
Ballfield Lighting/Field	0	$30,000-$50,000/ea.	$0
Footbridge	0	$15,000-$22,000/ea.	$0
		TOTAL RANGE OF COST	**$31,975 - $41,825**



Recessed play area



Plaza to Crow Creek

MARTIN LUTHER KING PARK

MYLAR PARK
Site Inventory and Evaluation
28 Acres

A. GENERAL ANALYSIS:

1. Sloping topography with scattered vegetation throughout. Concentrated tree groupings occur along east edge of pond and southern swale.

2. Site is divided diagonally by Dry Creek and centrally located pond. Park development occurs on the south side of this division, with grassy hillsides dominating the north.

3. High and medium density residential areas surround the park.

4. Vehicular access is restricted to the northwest corner of the site.

5. A major portion of park is a level area ideal for field sport practice and neighborhood games.

B. EXISTING IMPROVEMENTS:

1. Paved parking area, which can also serve Smalley Park, exists in the northwest corner of the site, with room for expansion to the east and north.

2. Restroom facilities are located south of the parking lot and are in good condition.

3. Play area includes older play equipment that should be replaced.

C. GENERAL COMMENTS:

1. Improve and expand parking.

2. Proposed greenway path will play a major role in the future of this park, including, bicycle and jogging paths. Accommodations such as benches and additional picnic areas will be necessary.

3. Native grass stands should be planted in those areas determined too steep for development.

4. The creek bed could have trees planted to supplement the tall grasses.

D. INVENTORY:

1 - Pond and Creek (fishing for 13-year olds and under)
1 - Parking Lot (+ 29 cars)
1 - Men/Womens Restroom
3 - Picnic Shelters with Tables
1 - Play Area
1 - Footbridge
Greenway System

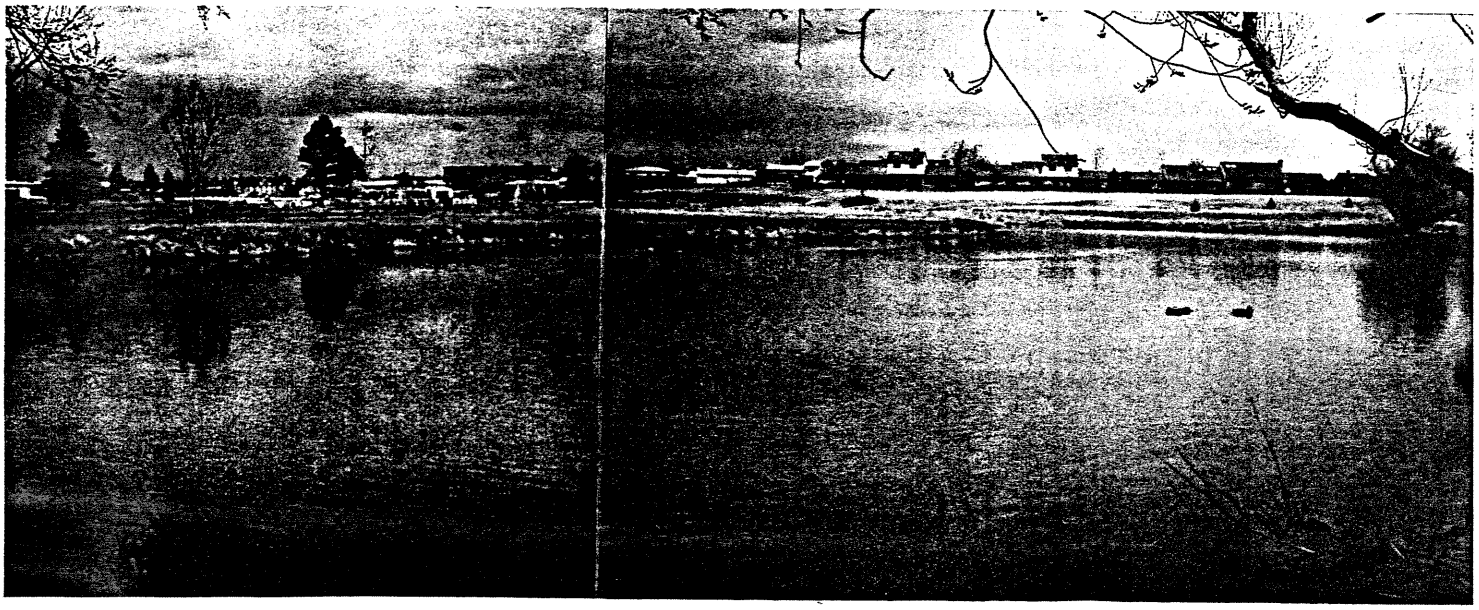
MYLAR PARK

Recommendations and Estimates of Probable Cost

PROPOSED SHORT-TERM IMPROVEMENTS	UNITS	UNIT PRICES	PROJECTED RANGE OF COSTS		
Signage	0	$200-$350/ea.	$0		
Picnic Shelters					
Small	2	$6,000-$8,000/ea.	$12,000	-	$16,000
Large	0	$20,000-$25,000/ea.	$0		
Picnic Tables	4	$600-$800/ea.	$2,400	-	$3,200
Barbecue Grills	0	$200-$300/ea.	$0		
Storage Building	0	$25,000-$40,000/ea.	$0		
Park Benches	10	$300-$400/ea.	$3,000	-	$4,000
Restrooms	0	$20,000-$35,000/ea.	$0		
Sand Volleyball Courts	0	$2,500-$4,000/ea.	$0		
Parking Stalls/Asphalt/Curb	20	$800-$1,000/ea.	$16,000	-	$20,000
Play Structures	0	$10,000-$15,000/ea.	$0		
Exercise Stations	0	$1,000-$1,200/ea.	$0		
Bleachers	0	$1,500-$2,500/ea.	$0		
Road (paved, curb & gutter)	0	$90-120/l.f.	$0		
Walk/Bike Trail (paved)	3600	$9-$15/l.f.	$32,400	-	$54,000
Native Grasses	7	$2,500-$4,500/ac.	$17,500	-	$31,500
Trees					
Shade	89	$175-$225/ea.	$15,575	-	$20,025
Ornamental	0	$125-$175/ea.	$0		
Evergreen	20	$175-$225/ea.	$3,500		$4,500
Softball Fields (lighted)	0	$100,000-$150,000/ea.	$0		
Softball Fields (unlighted)	0	$70,000-$100,000/ea.	$0		
Soccer Fields	0	$25,000-$50,000/ea.	$0		
Tennis Courts	0	$35,000-$42,000/ea.	$0		
Tennis Court Renovation	0	$5,000-$20,000/ea	$0		
Backstop	0	$2,000-$4,000/ea.	$0		
Bicycle Rack	0	$300-$400/ea.	$0		
Parking Lot Lighting	0	$3,000-$6,000/pole	$0		
Ballfield Lighting/Field	0	$30,000-$50,000/ea.	$0		
Footbridge	0	$15,000-$22,000/ea.	$0		
		TOTAL RANGE OF COST	$102,375	-	$153,225



Play area



Centrally located pond

MYLAR PARK

OPTIMIST PARK
Site Inventory and Evaluation
4 Acres

A. GENERAL SITE ANALYSIS:

1. Flat topography with nice newer tree plantings throughout the site. Crow Creek defines the western edge of the park.

2. Land use surrounding the site includes vacant and medium density residential, railroad facilities to the far north and open space along the opposite side of Crow Creek.

3. Pedestrian access is abundant with five (5) entry points along the various park edges.

4. The play area is in the southeast corner and is the area of greatest development with the remainder being open for unstructured play.

B. EXISTING IMPROVEMENTS:

1. Paved sidewalks connect all areas of the park. The small parking lot is supplemented by curbside parking along Carey Avenue. Expansion of the lot is not necessary due to the park's small size.

C. GENERAL COMMENTS:

1. Proposed greenway will link with the existing path running north-south through the site. Benches should be added along the route.

2. Seating area for parents around the play area.

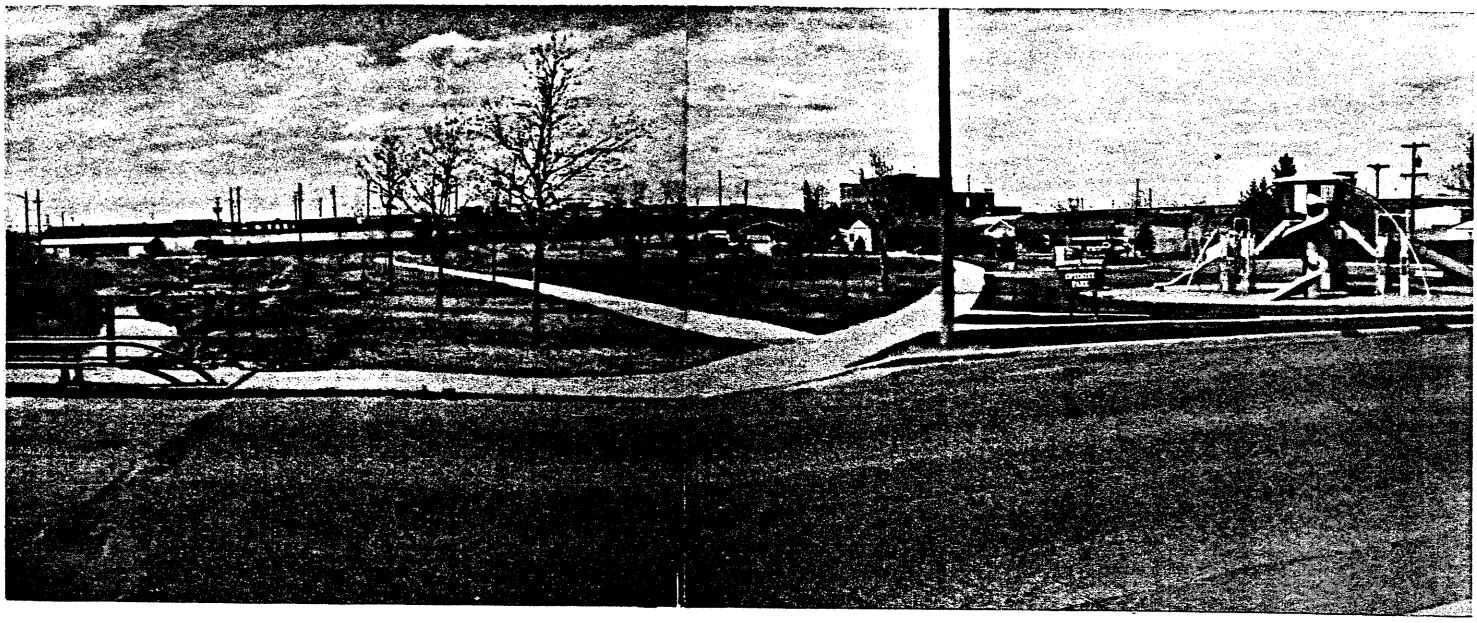
D. INVENTORY:

1 - Play Area
1 - Parking Lot (+ 10 cars)
3 - Picnic Shelters
7 - Picnic Tables
Greenway System

OPTIMIST PARK

Recommendations and Estimates of Probable Cost

PROPOSED SHORT-TERM IMPROVEMENTS	UNITS	UNIT PRICES	PROJECTED RANGE OF COSTS
Signage	0	$200-$350/ea.	$0
Picnic Shelters			
Small	0	$6,000-$8,000/ea.	$0
Large	0	$20,000-$25,000/ea.	$0
Picnic Tables	0	$600-$800/ea.	$0
Barbecue Grills	0	$200-$300/ea.	$0
Storage Building	0	$25,000-$40,000/ea.	$0
Park Benches	6	$300-$400/ea.	$1,800 - $2,400
Restrooms	0	$20,000-$35,000/ea.	$0
Sand Volleyball Courts	0	$2,500-$4,000/ea.	$0
Parking Stalls/Asphalt/Curb	0	$800-$1,000/ea.	$0
Play Structures	0	$10,000-$15,000/ea.	$0
Exercise Stations	0	$1,000-$1,200/ea.	$0
Bleachers	0	$1,500-$2,500/ea.	$0
Road (paved, curb & gutter)	0	$90-120/l.f.	$0
Walk/Bike Trail (paved)	450	$9-$15/l.f.	$4,050 - $6,750
Native Grasses	0	$2,500-$4,500/ac.	$0
Trees			
Shade	0	$175-$225/ea.	$0
Ornamental	0	$125-$175/ea.	$0
Evergreen	0	$175-$225/ea.	$0
Softball Fields (lighted)	0	$100,000-$150,000/ea.	$0
Softball Fields (unlighted)	0	$70,000-$100,000/ea.	$0
Soccer Fields	0	$25,000-$50,000/ea.	$0
Tennis Courts	0	$35,000-$42,000/ea.	$0
Tennis Court Renovation	0	$5,000-$20,000/ea.	$0
Backstop	0	$2,000-$4,000/ea.	$0
Bicycle Rack	0	$300-$400/ea.	$0
Parking Lot Lighting	0	$3,000-$6,000/pole	$0
Ballfield Lighting/Field	0	$30,000-$50,000/ea.	$0
Footbridge	0	$15,000-$22,000/ea.	$0
		TOTAL RANGE OF COST	**$5,850 - $9,150**



View from 9th Street
Crow Creek and play area

OPTIMIST PARK

PIONEER PARK
Site Inventory and Evaluation
11 Acres

A. GENERAL SITE ANALYSIS:

1. Flat topography. Majority of vegetation exists north of the neighborhood recreation center with landscaping in and around recreation center parking lot.

2. Southern section of park vacant with potential soccer field use or ballfield expansion.

3. Surrounding land usage includes Pioneer Park School to the north, high density residential to the east, commercial to the south, with I-25 running along the site's western edge.

4. Vehicular access is provided at two points along Talbot Court. The east entrance used solely for baseball use, with the remaining entrance available for users of the recreation center, tennis courts, and play area.

B. EXISTING IMPROVEMENTS:

1. Parking areas are paved, with possible expansion westerly from the south lot if deemed necessary.

2. Basketball Court and play areas are in good shape.

3. Baseball field and support facilities are in good condition and well maintained. Both the field and parking area are lighted.

4. Tennis courts have an area light, are fenced and the pavement has major cracking which should be remedied.

C. GENERAL COMMENTS:

1. General cleanup and landscaping of the stormwater detention area can turn an eyesore into an attractive amenity to the park.

2. Vegetative screening of the commercial area to the south will also provide a backdrop to the baseball outfield.

3. Landscaping and additional seating around the play area and basketball court would help define the edges and create shade for the users and spectators.

4. Increased maintenance and/or plant replacement is needed for the landscaped area of the Recreation Center parking lot.

5. The unused field at the southern end of the site could easily provide a needed soccer/baseball field for this section of the city even if just for practice.

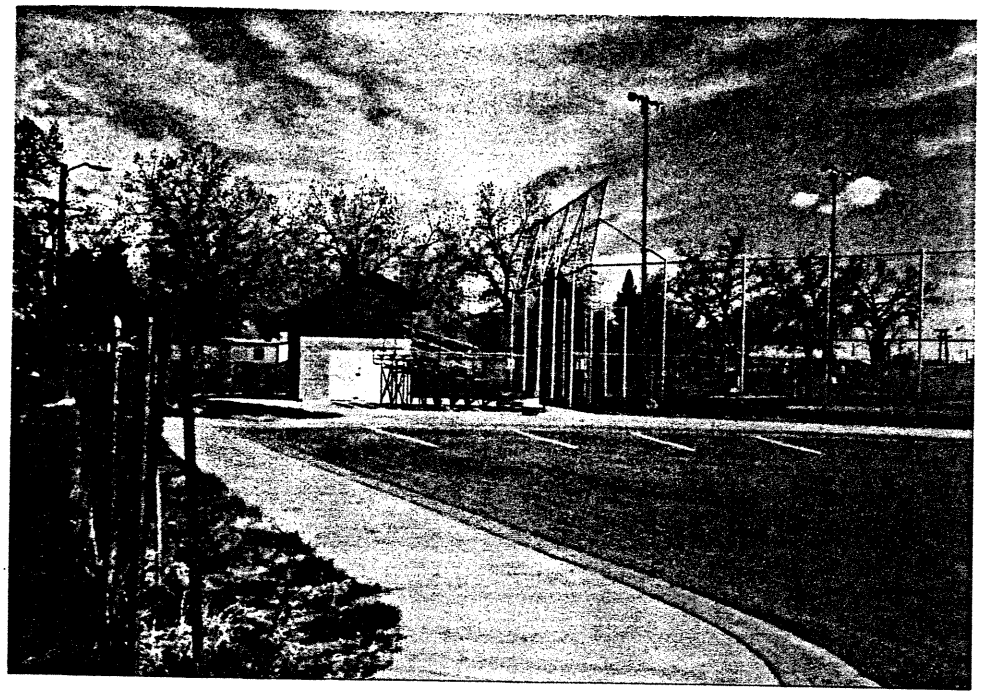
D. INVENTORY:

1 - Regulation-Sized, Lighted Baseball Field
2 - Parking Lots (+ 45 cars)
1 - Play Area
1 - Tennis Court
2 - Basketball Courts
1 - Recreation Center
1 - Concessions/Restroom Facility
2 - Picnic Tables

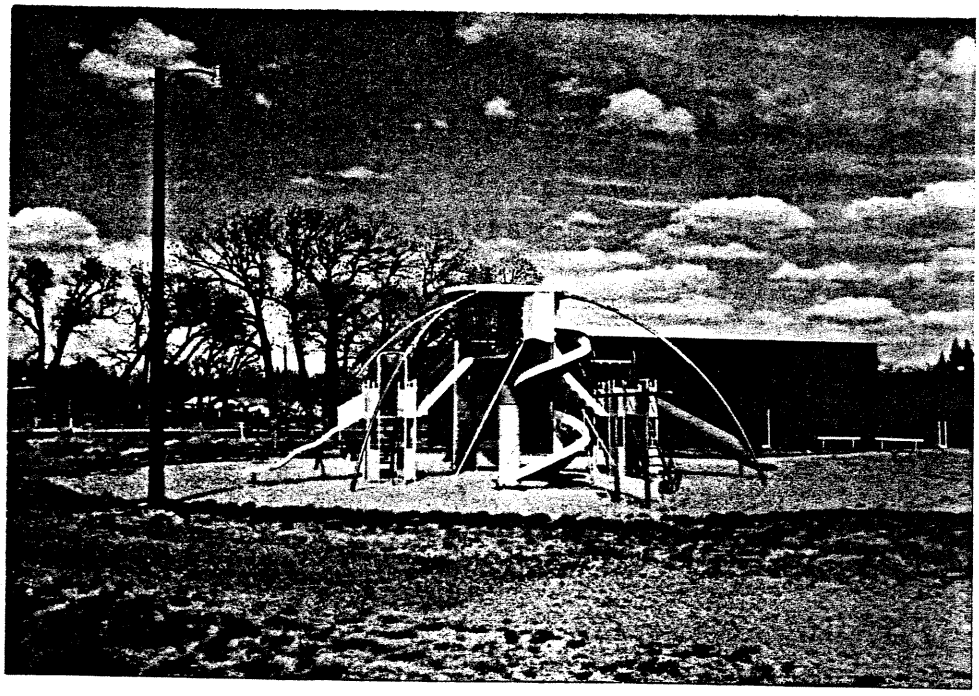
PIONEER PARK

Recommendations and Estimates of Probable Cost

PROPOSED SHORT-TERM IMPROVEMENTS	UNITS	UNIT PRICES	PROJECTED RANGE OF COSTS
Signage	0	$200-$350/ea.	$0
Picnic Shelters			
Small	0	$6,000-$8,000/ea.	$0
Large	1	$20,000-$25,000/ea.	$20,000 - $25,000
Picnic Tables	0	$600-$800/ea.	$0
Barbecue Grills	0	$200-$300/ea.	$0
Storage Building	0	$25,000-$40,000/ea.	$0
Park Benches	4	$300-$400/ea.	$1,200 - $1,600
Restrooms	0	$20,000-$35,000/ea.	$0
Sand Volleyball Courts	0	$2,500-$4,000/ea.	$0
Parking Stalls/Asphalt/Curb	0	$800-$1,000/ea.	$0
Play Structures	0	$10,000-$15,000/ea.	$0
Exercise Stations	0	$1,000-$1,200/ea.	$0
Bleachers	0	$1,500-$2,500/ea.	$0
Road (paved, curb & gutter)	0	$90-120/l.f.	$0
Walk/Bike Trail (paved)	0	$9-$15/l.f.	$0
Native Grasses	.3	$2,500-$4,500/ac.	$750 - $1,350
Trees			
Shade	13	$175-$225/ea.	$2,275 - $2,925
Ornamental	6	$125-$175/ea.	$750 - $1,050
Evergreen	23	$175-$225/ea.	$4,025 - $5,175
Softball Fields (lighted)	0	$100,000-$150,000/ea.	$0
Softball Fields (unlighted)	0	$70,000-$100,000/ea.	$0
Soccer Fields	0	$25,000-$50,000/ea.	$0
Tennis Courts	2	$35,000-$42,000/ea.	$70,000 - $84,000
Tennis Court Renovation	1	$5,000-$20,000/ea.	$5,000 - $20,000
Backstop	0	$2,000-$4,000/ea.	$0
Bicycle Rack	0	$300-$400/ea.	$0
Parking Lot Lighting	0	$3,000-$6,000/pole	$0
Ballfield Lighting/Field	0	$30,000-$50,000/ea.	$0
Footbridge	0	$15,000-$22,000/ea.	$0
		TOTAL RANGE OF COST	**$104,000 - $141,100**



Baseball field and support facilities



Play area, basketball courts and
Recreation Center

PIONEER PARK

SMALLEY PARK
Site Inventory and Evaluation
4 Acres

A. GENERAL SITE ANALYSIS:

1. Topography sloping slightly towards the southeast, becoming steep at creek edges. Newly planted trees line Melton Street along the north edge of the park. Small evergreens have been planted along the northern ridge of Dry Creek.

2. The paved lot at Mylar park shares its use with Smalley Park. Curbside parking along Melton Street, however, is the major parking source.

3. Dry Creek divides the park, with the majority of usable space existing north of this waterway.

4. Surrounding land use is primarily vacant and medium density residential.

B. EXISTING IMPROVEMENTS:

1. Basketball courts are situated at the corner of Melton Street and Seminole Road.

2. Some older play equipment exists and should be replaced.

3. Volleyball areas exist in the park.

C. GENERAL COMMENTS:

1. The future greenway path will run along the north side of Dry Creek through the site. Benches for this feature as well as for the play area will be necessary.

2. Tennis courts (2) installation, will greatly serve the entire neighborhood.

3. Add automatic sprinkler system.

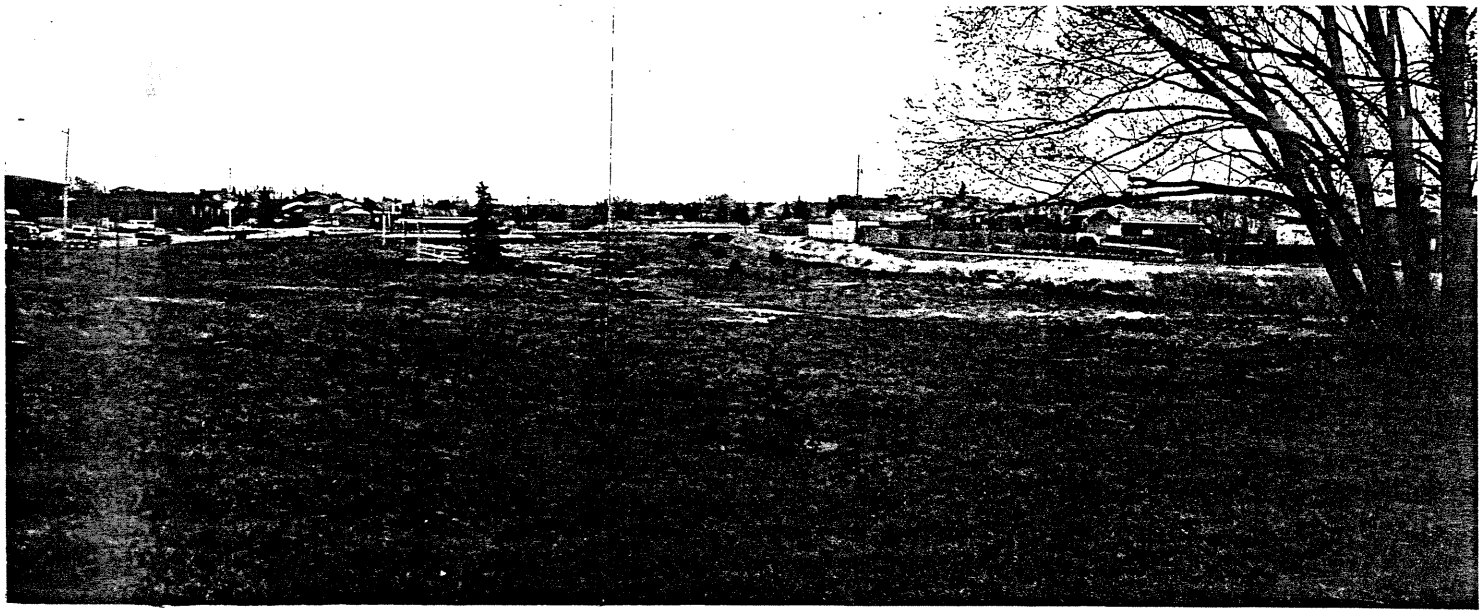
D. INVENTORY:

1 - Creek
1 - Play Area
1 - Basketball Court
2 - Picnic Shelters with Picnic Tables
1 - Volleyball Court (unstructured)
Greenway System

SMALLEY PARK

Recommendations and Estimates of Probable Cost

PROPOSED SHORT-TERM IMPROVEMENTS	UNITS	UNIT PRICES	PROJECTED RANGE OF COSTS
Signage	0	$200-$350/ea.	$0
Picnic Shelters			
Small	0	$6,000-$8,000/ea.	$0
Large	0	$20,000-$25,000/ea.	$0
Picnic Tables	0	$600-$800/ea.	$0
Barbecue Grills	0	$200-$300/ea.	$0
Storage Building	0	$25,000-$40,000/ea.	$0
Park Benches	4	$300-$400/ea.	$1,200 - $1,600
Restrooms	0	$20,000-$35,000/ea.	$0
Sand Volleyball Courts	0	$2,500-$4,000/ea.	$0
Parking Stalls/Asphalt/Curb	0	$800-$1,000/ea.	$0
Play Structures	1	$10,000-$15,000/ea.	$10,000 - $15,000
Exercise Stations	0	$1,000-$1,200/ea.	$0
Bleachers	0	$1,500-$2,500/ea.	$0
Road (paved, curb & gutter)	0	$90-120/l.f.	$0
Walk/Bike Trail (paved)	0	$9-$15/l.f.	$0
Native Grasses	0	$2,500-$4,500/ac.	$0
Trees			
Shade	0	$175-$225/ea.	$0
Ornamental	0	$125-$175/ea.	$0
Evergreen	0	$175-$225/ea.	$0
Irrigation	2	$7,000-$9,000/ac.	$14,000 - $18,000
Softball Fields (lighted)	0	$100,000-$150,000/ea.	$0
Softball Fields (unlighted)	0	$70,000-$100,000/ea.	$0
Soccer Fields	0	$25,000-$50,000/ea.	$0
Tennis Courts	2	$35,000-$42,000/ea.	$70,000 - $84,000
Tennis Court Renovation	0	$5,000-$20,000/ea.	$0
Backstop	0	$2,000-$4,000/ea.	$0
Bicycle Rack	0	$300-$400/ea.	$0
Parking Lot Lighting	0	$3,000-$6,000/pole	$0
Ballfield Lighting/Field	0	$30,000-$50,000/ea.	$0
Footbridge	0	$15,000-$22,000/ea.	$0
		TOTAL RANGE OF COST	$95,200 - $118,600



Southeast view

SMALLEY PARK

TIMBERLAND PARK
Site Inventory and Evaluation
2 Acres

A. GENERAL SITE ANALYSIS:

1. Generally flat topography with berms located around play area in northwest corner. Evergreens are planted around the Neighborhood Center building with newer deciduous tree plantings throughout the remainder of the site.

2. Surrounding land use includes Cole School to the north with vacant and medium density residential to the remaining directions.

3. Vehicular access and parking is located in the southwest corner of the park. Paved walkways throughout the park are connected to the perimeter street sidewalks, making it easy to reach all areas of the site.

B. EXISTING IMPROVEMENTS:

1. Play equipment and seating areas are in adequate condition.

2. Location of park and recreation administration offices.

3. Picnic areas are abundant on this small site, and both picnic and play areas are lighted.

4. Paved parking area is lighted. Additional parking is located along curbs of all streets.

C. GENERAL COMMENTS:

1. Proposed on-street greenway system will link Timberland with other parks throughout the city.

2. Overall a very nice open neighborhood park. Undeveloped field area should remain for unstructured play.

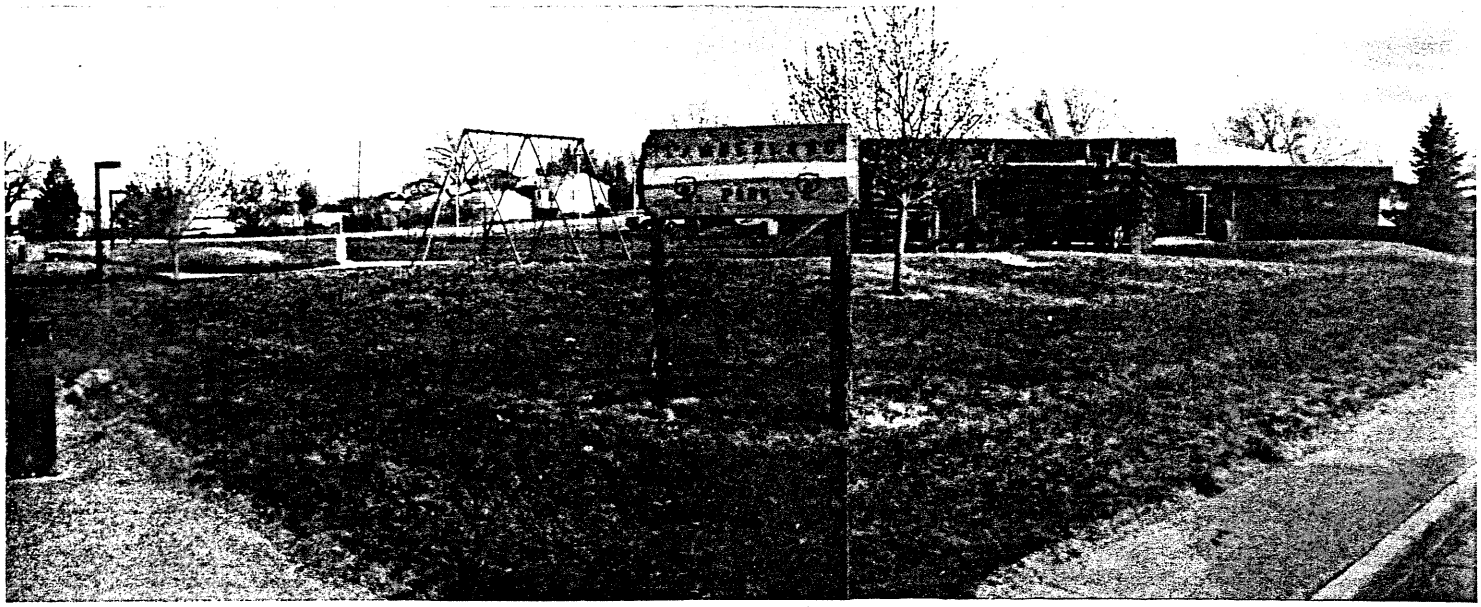
D. INVENTORY:

1 - Park Office/Neighborhood Center
1 - Play Area
1 - Parking Lot (+ 51 cars)
1 - Picnic Shelter
4 - Picnic Tables
On-Street Greenway System

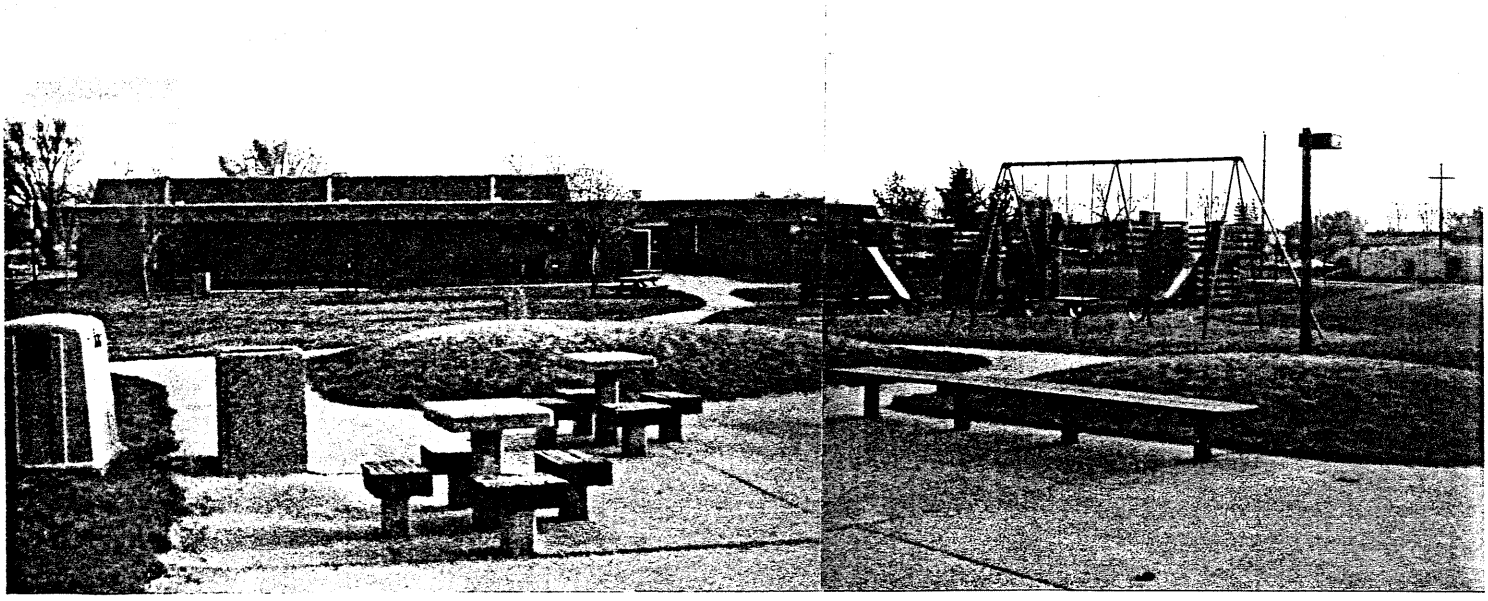
TIMBERLAND PARK

Recommendations and Estimates of Probable Cost

PROPOSED SHORT-TERM IMPROVEMENTS	UNITS	UNIT PRICES	PROJECTED RANGE OF COSTS
Signage	0	$200-$350/ea.	$0
Picnic Shelters			
Small	0	$6,000-$8,000/ea.	$0
Large	0	$20,000-$25,000/ea.	$0
Picnic Tables	0	$600-$800/ea.	$0
Barbecue Grills	0	$200-$300/ea.	$0
Storage Building	0	$25,000-$40,000/ea.	$0
Park Benches	0	$300-$400/ea.	$0
Restrooms	0	$20,000-$35,000/ea.	$0
Sand Volleyball Courts	0	$2,500-$4,000/ea.	$0
Parking Stalls/Asphalt/Curb	0	$800-$1,000/ea.	$0
Play Structures	0	$10,000-$15,000/ea.	$0
Exercise Stations	0	$1,000-$1,200/ea.	$0
Bleachers	0	$1,500-$2,500/ea.	$0
Road (paved, curb & gutter)	0	$90-120/l.f.	$0
Walk/Bike Trail (paved)	0	$9-$15/l.f.	$0
Native Grasses	0	$2,500-$4,500/ac.	$0
Trees			
Shade	0	$175-$225/ea.	$0
Ornamental	0	$125-$175/ea.	$0
Evergreen	0	$175-$225/ea.	$0
Softball Fields (lighted)	0	$100,000-$150,000/ea.	$0
Softball Fields (unlighted)	0	$70,000-$100,000/ea.	$0
Soccer Fields	0	$25,000-$50,000/ea.	$0
Tennis Courts	0	$35,000-$42,000/ea.	$0
Tennis Court Renovation	0	$5,000-$20,000/ea.	$0
Backstop	0	$2,000-$4,000/ea.	$0
Bicycle Rack	0	$300-$400/ea.	$0
Parking Lot Lighting	0	$3,000-$6,000/pole	$0
Ballfield Lighting/Field	0	$30,000-$50,000/ea.	$0
Footbridge	0	$15,000-$22,000/ea.	$0
		TOTAL RANGE OF COST	$0 - $0



Park entrance, play area and park offices



Picnic and play areas

TIMBERLAND PARK

UNITED NATIONS PARK
Site Inventory and Evaluation
3 Acres

A. GENERAL SITE ANALYSIS:

1. Flat site. Scattered vegetation throughout site is primarily evergreen.

2. Play area serves adjacent Bain School. Remaining area and usage is low density residential.

3. Pedestrian access occurs on east and west sides, connecting the residential area with the school.

4. Parking is located along street curbs.

B. EXISTING IMPROVEMENTS:

1. Former swimming pool has been filled in to become a sand volleyball court with smaller sand area for children. The changing facility accommodates the users restroom needs.

2. Tennis courts are in need of repair.

3. Large sand play area includes older play equipment, some of which is in need of replacement.

C. GENERAL COMMENTS:

1. Irrigation system installation will significantly improve the park's turf area.

2. Update play equipment.

3. For safety, create landscape screen between volleyball court and 10th Street.

4. Additional picnic areas are needed on the site as well as benches near the play area for parents.

5. Tree planting on the north end of the park, as well as between the volleyball court and play area are needed for shade as well as safety.

6. Restroom requires major renovation. Perhaps renovate to storage or maintenance space, since this is a neighborhood-level park.

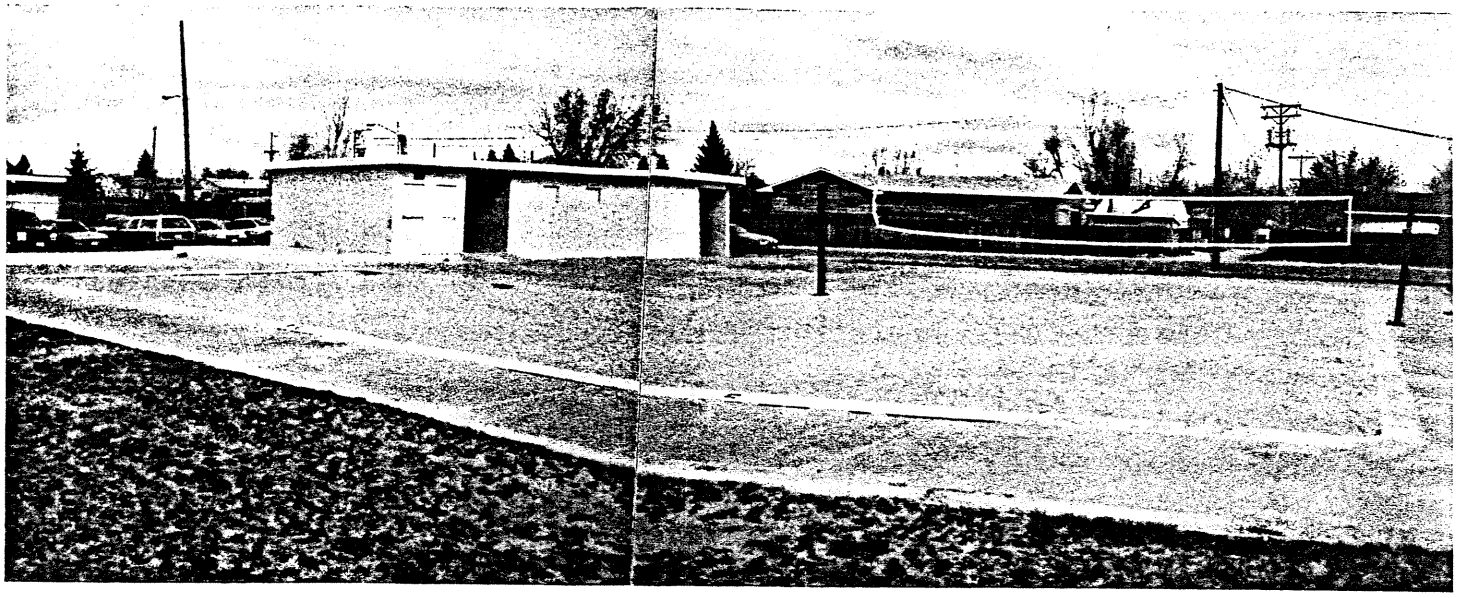
D. INVENTORY:

1 - Sand Volleyball Court
2 - Tennis Courts
1 - Play Area
1 - Parking Lot (+ 12 cars)
1 - Men/Womens Restroom
2 - Picnic Shelters
2 - Picnic Tables

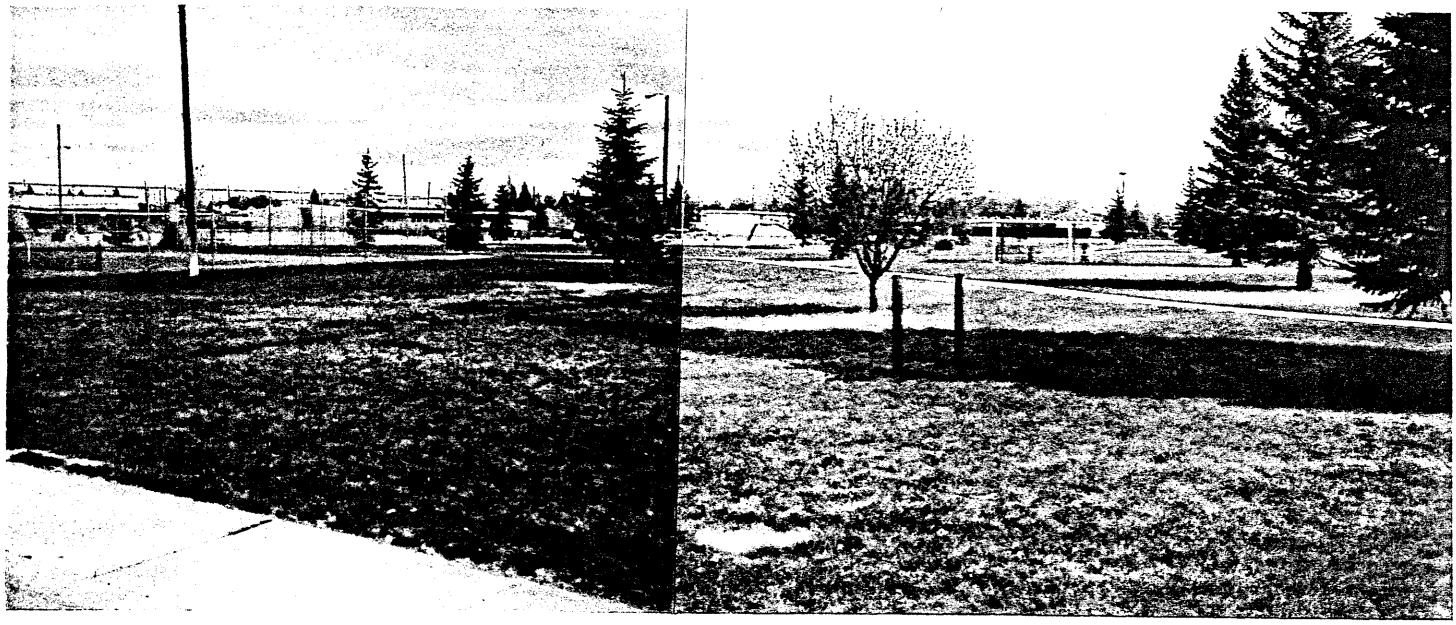
UNITED NATIONS PARK

Recommendations and Estimates of Probable Cost

PROPOSED SHORT-TERM IMPROVEMENTS	UNITS	UNIT PRICES	PROJECTED RANGE OF COSTS
Signage	0	$200-$350/ea.	$0
Picnic Shelters			
Small	0	$6,000-$8,000/ea.	$0
Large	0	$20,000-$25,000/ea.	$0
Picnic Tables	2	$600-$800/ea.	$1,200 - $1,600
Barbecue Grills	0	$200-$300/ea.	$0
Storage Building	0	$25,000-$40,000/ea.	$0
Park Benches	4	$300-$400/ea.	$1,200 - $1,600
Restrooms Renovate	1	$20,000-$35,000/ea.	$20,000 - $35,000
Sand Volleyball Courts	0	$2,500-$4,000/ea.	$0
Parking Stalls/Asphalt/Curb	0	$800-$1,000/ea.	$0
Play Structures	1	$10,000-$15,000/ea.	$10,000 - $15,000
Exercise Stations	0	$1,000-$1,200/ea.	$0
Bleachers	0	$1,500-$2,500/ea.	$0
Road (paved, curb & gutter)	0	$90-120/l.f.	$0
Walk/Bike Trail (paved)	0	$9-$15/l.f.	$0
Native Grasses	0	$2,500-$4,500/ac.	$0
Trees			
Shade	13	$175-$225/ea.	$2,275 - $2,925
Ornamental	0	$125-$175/ea.	$0
Evergreen	13	$175-$225/ea.	$2,275 - $2,925
Softball Fields (lighted)	0	$100,000-$150,000/ea.	$0
Softball Fields (unlighted)	0	$70,000-$100,000/ea.	$0
Soccer Fields	0	$25,000-$50,000/ea.	$0
Tennis Courts	0	$35,000-$42,000/ea.	$0
Tennis Court Renovation	2	$5,000-$20,000/ea.	$10,000 - $40,000
Backstop	0	$2,000-$4,000/ea.	$0
Bicycle Rack	0	$300-$400/ea.	$0
Parking Lot Lighting	0	$3,000-$6,000/pole	$0
Ballfield Lighting/Field	0	$30,000-$50,000/ea.	$0
Footbridge	0	$15,000-$22,000/ea.	$0
		TOTAL RANGE OF COST	**$46,950 - $99,050**



Sand volleyball court and restroom facility



View from southeast corner of park

UNITED NATIONS PARK

PARK IMPROVEMENTS
COMPOSITE ESTIMATE OF
PROBABLE COSTS

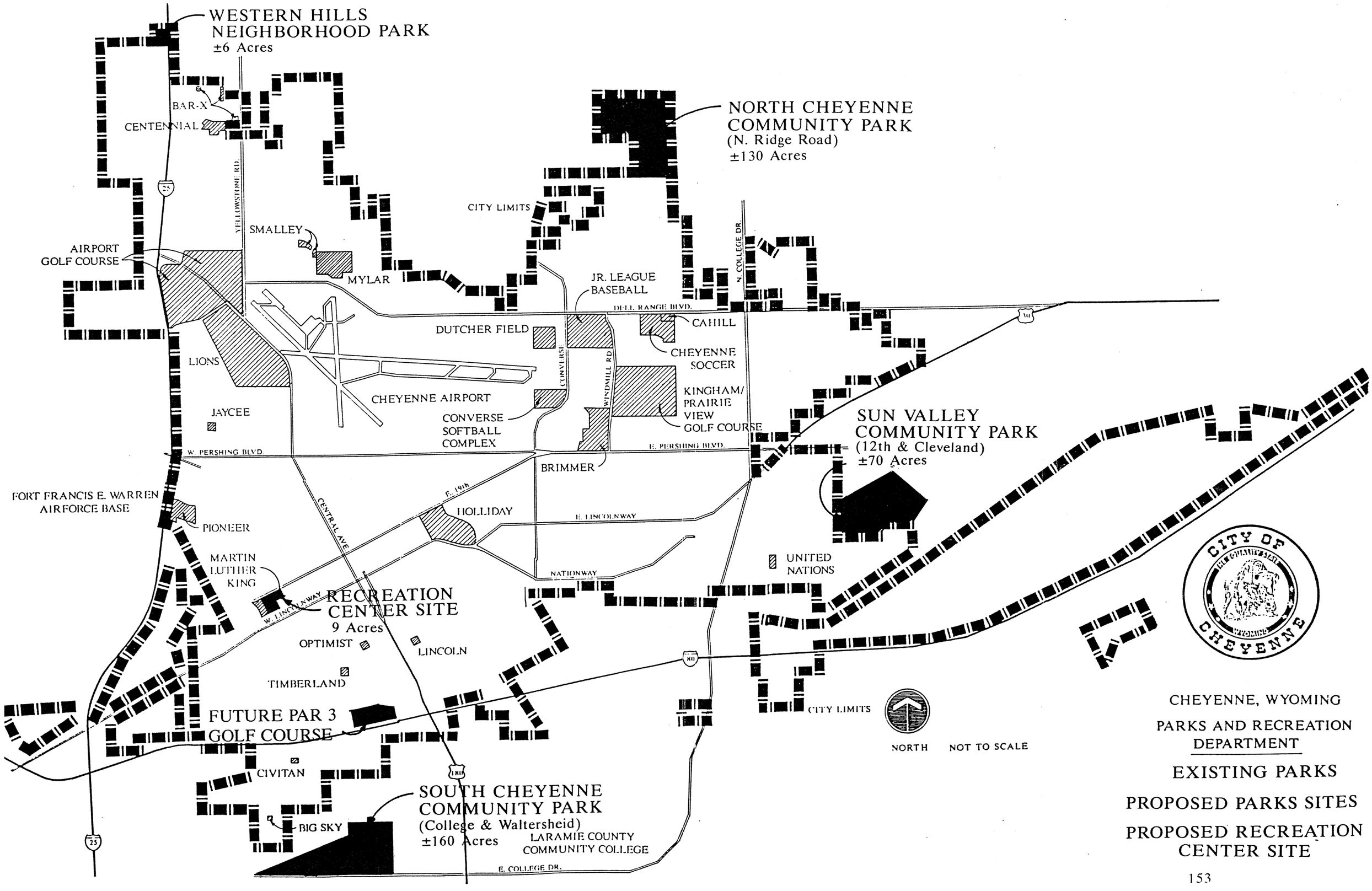
PROPOSED SHORT-TERM IMPROVEMENTS	UNITS/ PAGE	UNIT PRICES	AIRPORT GOLF COURSE	BAR-X PARK	BIG SKY	BRIMMER PARK	CAHILL PARK	CENTENNIAL PARK	CHEYENNE SOCCER	CIVITAN PARK
Signage	0	$200-$350/ea.								
Picnic Shelters										
Small	3	$6,000-$8,000/ea.	$12,000-$16,000			$18,000-$24,000				
Large	1	$20,000-$25,000/ea.				$20,000-$25,000				
Picnic Tables	14	$600-$800/ea.				$3,600-$4,800	$2,400-$3,200	$1,800-$2,400		$600-$800
Barbecue Grills	3	$200-$300/ea.				$600-$900				
Storage Building	4	$25,000-$40,000/ea.	$75,000-$120,000						$25,000-$40,000	
Park Benches	8	$300-$400/ea.				$1,800-$2,400				$600-$800
Restrooms (or renovation)	2	$20,000-$35,000/ea.				$40,000-$70,000				
Sand Volleyball Courts	3	$2,500-$4,000/ea.				$5,000-$8,000				$2,500-$4,000
Parking Stalls/Asphalt/Curb	14	$800-$1,000/ea.					$11,200-$14,000			
Play Structures	3	$10,000-$15,000/ea.					$10,000-$15,000	$10,000-$15,000		$10,000-$15,000
Exercise Stations	0	$1,000-$1,200/ea.								
Bleachers	5	$1,500-$2,500/ea.							$7,500-$12,500	
Road (paved, curb & gutter)	0	$90-120/l.f.								
Walk/Bike Trail (paved)	2000	$9-$15/l.f.					$8,100-$13,500		$9,900-$16,500	
Native Grasses	7.3	$2,500-$4,500/ac.					$7,000-$12,600	$11,250-$20,250		
Trees										
Shade	34	$175-$225/ea.	$1,925-$2,475		$1,925-$2,475			$2,100-$2,700		
Ornamental	25	$125-$175/ea.	$2,125-$2,975		$1,000-$1,400					
Evergreen	112	$175-$225/ea.	$8,750-$11,250		$1,225-$1,575			$875-$1,125	$8,750-$11,250	
Irrigation	8	$7,000-$9,000/ac.							$56,000-$72,000	
Softball/Baseball Fields (lighted)	0	$100,000-$150,000/ea.								
Softball/Baseball Fields (unlighted)	0	$70,000-$100,000/ea.								
Soccer Fields	0	$25,000-$50,000								
Tennis Courts	6	$35,000-$42,000/ea.				$140,000-$168,000		$70,000-$84,000		
Tennis Court Renovation	0	$5,000-$20,000/ea.								
Backstop	3	$2,000-$4,000/ea.			$2,000-$4,000		$4,000-$8,000			
Bicycle Rack	0	$300-$400/ea.								
Parking Lot Lighting	6	$3,000-$6,000/pole							$18,000-$36,000	
Ballfield Lighting/Field	3	$30,000-$50,000/ea.							$90,000-$150,000	
Footbridge	0	$15,000-$22,000/ea.								
PARK TOTALS:			$87,800-$136,700	-	$6,150-$9,450	$229,000-$303,100	$42,700-$66,300	$96,025-$125,475	$215,150-$338,250	$13,700-$20,600

* Cheyenne Soccer Improvements assumes no new Soccer Complex implemented in next 10 years.

PROPOSED SHORT-TERM IMPROVEMENTS	UNITS/ PAGE	UNIT PRICES	CONVERSE SOFTBALL	DUTCHER FIELD	HOLLIDAY PARK	JAYCEE PARK	JR. LEAGUE BASEBALL	KINGHAM/PRAIRIE VIEW GOLF COURSE	LINCOLN PARK	LIONS PARK
					PARK IMPROVEMENTS COMPOSITE ESTIMATE OF PROBABLE COSTS					
Signage	1	$200-$350/ea.							$200-$350	
Picnic Shelters										
Small	9	$6,000-$8,000/ea.	$12,000-$16,000		$24,000-$32,000		$18,000-$24,000			
Large	1	$20,000-$25,000/ea.			$20,000-$25,000					
Picnic Tables	27	$600-$800/ea.	$2,400-$3,200		$6,000-$8,000	$1,200-$1,600	$5,400-$7,200		$1,200-$1,600	
Barbecue Grills	10	$200-$300/ea.			$2,000-$3,000					
Storage Building	1	$25,000-$40,000/ea.		$25,000-$40,000						
Park Benches	46	$300-$400/ea.	$3,000-$4,000		$2,700-$3,600	$1,200-$1,600	$1,800-$2,400		$1,200-$1,600	$3,900-$5,200
Restrooms (or renovation)	2	$20,000-$35,000/ea.								$40,000-$70,000
Sand Volleyball Courts	0	$2,500-$4,000/ea.								
Parking Stalls/Asphalt/Curb	658	$800-$1,000/ea.	$112,000-$140,000	$160,000-$200,000			$254,400-$318,000			
Play Structures	3	$10,000-$15,000/ea.				$10,000-$15,000				$20,000-$30,000
Exercise Stations	0	$1,000-$1,200/ea.								
Bleachers	8	$1,500-$2,500/ea.		$12,000-$20,000						
Road (paved, curb & gutter)	2500	$90-120/l.f.		$225,000-$300,000						
Walk/Bike Trail (paved)	5900	$9-$15/l.f.		$3,600-$6,000	$31,500-$52,500		$3,600-$6,000			$14,400-$24,000
Native Grasses	8	$2,500-$4,500/ac.	$3,000-$5,400	$17,000-$30,600						
Trees										
Shade	330	$175-$225/ea.		$8,575-$11,025			$14,525-$18,675	$34,650-$44,550		
Ornamental	26	$125-$175/ea.		$1,000-$1,400			$2,250-$3,150			
Evergreen	238	$175-$225/ea.		$8,925-$11,475			$21,350-$27,450	$10,675-$13,725	$700-$900	
Irrigation	25	$7,000-$9,000/ac.								$175,000-$225,000
Softball/Baseball Fields (lighted)	2	$100,000-$150,000/ea.		$200,000-$300,000						
Softball/Baseball Fields (unlighted)	0	$70,000-$100,000/ea.								
Soccer Fields	0	$25,000-$50,000								
Tennis Courts	0	$35,000-$42,000/ea.								
Tennis Court Renovation	2	$5,000-$20,000/ea.			$10,000-$40,000					
Backstop	2	$2,000-$4,000/ea.		$4,000-$8,000						
Bicycle Rack	1	$300-$400/ea.							$300-$400	
Parking Lot Lighting	17	$3,000-$6,000/pole	$9,000-$18,000	$12,000-$24,000			$30,000-$60,000			
Ballfield Lighting/Field	13	$30,000-$50,000/ea.	$120,000-$200,000				$270,000-$450,000			
Footbridge	1	$15,000-$22,000/ea.		$15,000-$22,000						
PARK TOTALS:			$261,400-$386,600	$692,100-$974,500	$96,200-$164,100	$12,400-$18,200	$621,325-$916,875	$45,325-$58,275	$3,600-$4,850	$253,300-$354,200

PARK IMPROVEMENTS
COMPOSITE ESTIMATE OF PROBABLE COSTS

PROPOSED SHORT-TERM IMPROVEMENTS	UNITS/ PAGE	UNIT PRICES	MARTIN LUTHER KING PARK	MYLAR PARK	OPTIMIST PARK	PIONEER PARK	SMALLEY PARK	TIMBERLAND PARK	UNITED NATIONS PARK	TOTAL UNITS	TOTAL COSTS	IMPROVEMENTS
Signage	0	$200-$350/ea.								1	$200-$350	Signage
Picnic Shelters												Picnic Shelters
Small	4	$6,000-$8,000/ea.	$12,000-$16,000	$12,000-$16,000						16	$96,000-$128,000	Small
Large	1	$20,000-$25,000/ea.				$20,000-$25,000				3	$60,000-$75,000	Large
Picnic Tables	9	$600-$800/ea.	$1,800-$2,400	$2,400-$3,200					$1,200-$1,600	50	$30,000-$40,000	Picnic Tables
Barbecue Grills	0	$200-$300/ea.								13	$2,600-$3,900	Barbecue Grills
Storage Building	0	$25,000-$40,000/ea.								5	$125,000 - $200,000	Storage Building
Park Benches	32	$300-$400/ea.	$1,200-$1,600	$3,000-$4,000	$1,800-$2,400	$1,200-$1,600	$1,200-$1,600		$1,200-$1,600	86	$25,800-$34,400	Park Benches
Restrooms (or renovation)	1	$20,000-$35,000/ea.							$20,000-$35,000	5	$100,000-$175,000	Restrooms (or renovation)
Sand Volleyball Courts	0	$2,500-$4,000/ea.								3	$7,500-$12,000	Sand Volleyball Courts
Parking Stalls/Asphalt/Curb	20	$800-$1,000/ea.		$16,000-$20,000						692	$553,600-$692,000	Parking Stalls/Asphalt/Curb
Play Structures	2	$10,000-$15,000/ea.					$10,000-$15,000		$10,000-$15,000	8	$80,000-$120,000	Play Structures
Exercise Stations	0	$1,000-$1,200/ea.								0	-	Exercise Stations
Bleachers	0	$1,500-$2,500/ea.								13	$19,500-$32,500	Bleachers
Road (paved, curb & gutter)	0	$90-120/l.f.								2,500	$225,000-$300,000	Road (paved, curb & gutter)
Walk/Bike Trail (paved)	4050	$9-$15/l.f.		$32,400-$54,000	$4,050-$6,750					11,950	$107,550-$179,250	Walk/Bike Trail (paved)
Native Grasses	7.3	$2,500-$4,500/ac.		$17,500-$31,500		$750-$1,350				22.6	$56,500-$101,700	Native Grasses
Trees												Trees
Shade	115	$175-$225/ea.		$15,575-$20,025		$2,275-$2,925			$2,275-$2,925	479	$83,825-$107,775	Shade
Ornamental	6	$125-$175/ea.				$750-$1,050				57	$7,125-$9,975	Ornamental
Evergreen	73	$175-$225/ea.	$2,975-$3,825	$3,500-$4,500		$4,025-$5,175			$2,275-$2,925	423	$74,025-$95,175	Evergreen
Irrigation	4	$7,000-$9,000/ac.	$14,000-$18,000							37	$245,000-$333,000	Irrigation
Softball/Baseball Fields (lighted)	0	$100,000-$150,000/ea.								2	$200,000-$300,000	Softball/Baseball Fields (lighted)
Softball/Baseball Fields (unlighted)	0	$70,000-$100,000/ea.								0		Softball/Baseball Fields (unlighted)
Soccer Fields	0	$25,000-$50,000								0		Soccer Fields
Tennis Courts	4	$35,000-$42,000/ea.				$70,000-$34,000	$70,000-$84,000			10	$350,000-$420,000	Tennis Courts
Tennis Court Renovation	3	$5,000-$20,000/ea.				$5,000-$20,000			$10,000-$40,000	5	$25,000-$100,000	Tennis Court Renovation
Backstop	0	$2,000-$4,000/ea.								5	$10,000-$20,000	Backstop
Bicycle Rack	0	$300-$400/ea.								1	$300-$400	Bicycle Rack
Parking Lot Lighting	0	$3,000-$6,000/pole								23	$69,000-$138,000	Parking Lot Lighting
Ballfield Lighting/Field	0	$30,000-$50,000/ea.								16	$480,000-$800,000	Ballfield Lighting/Field
Footbridge	0	$15,000-$22,000/ea.								1	$15,000-$22,000	Footbridge
PARK TOTALS:			$31,975-$41,825	$102,375-$153,225	$5,850-$9,150	$104,000-$141,100	$81,200-$100,600	-	$46,950-$99,050		$3,048,525 - $4,422,425	



CITY OF CHEYENNE

CHEYENNE, WYOMING

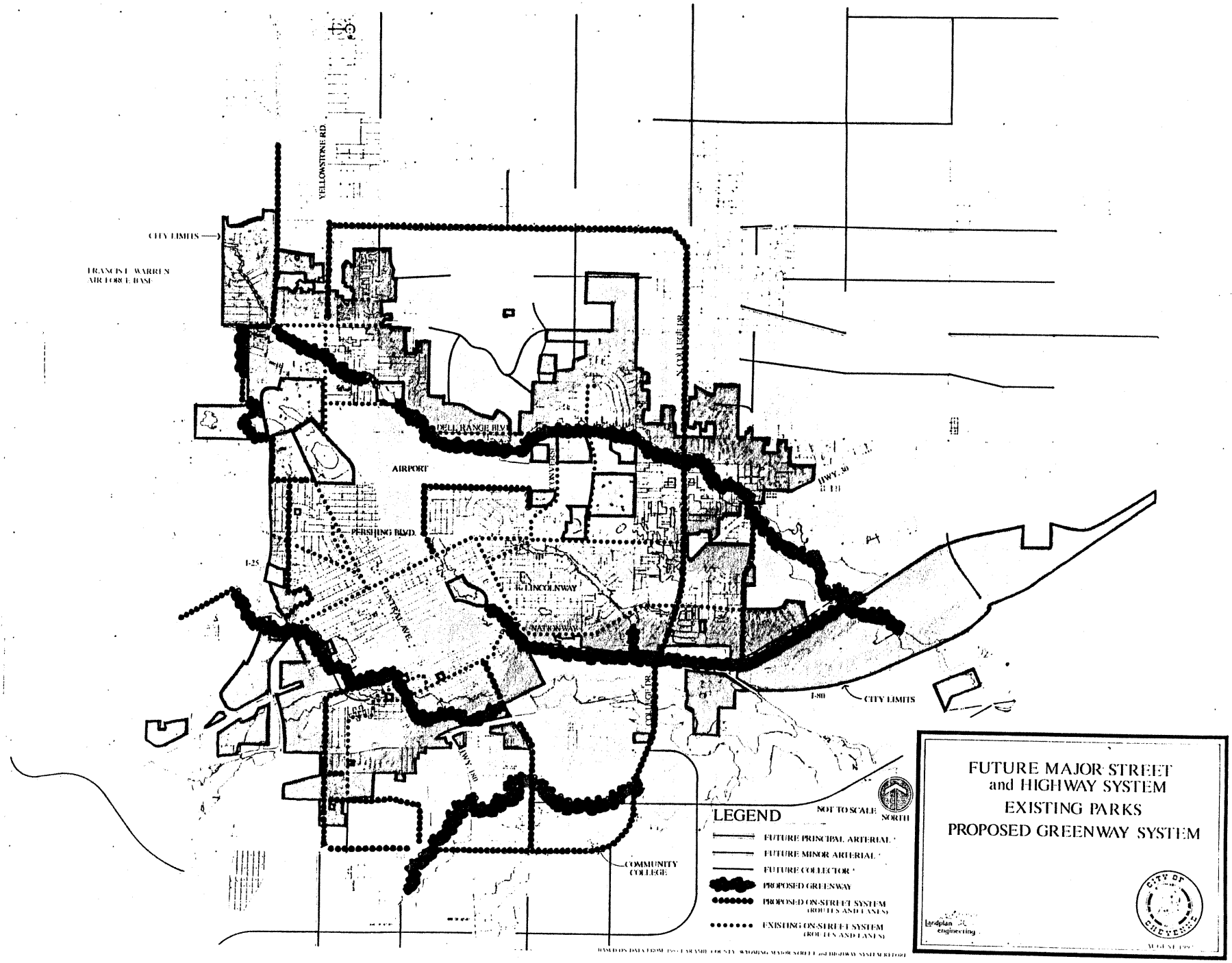
PARKS AND RECREATION DEPARTMENT

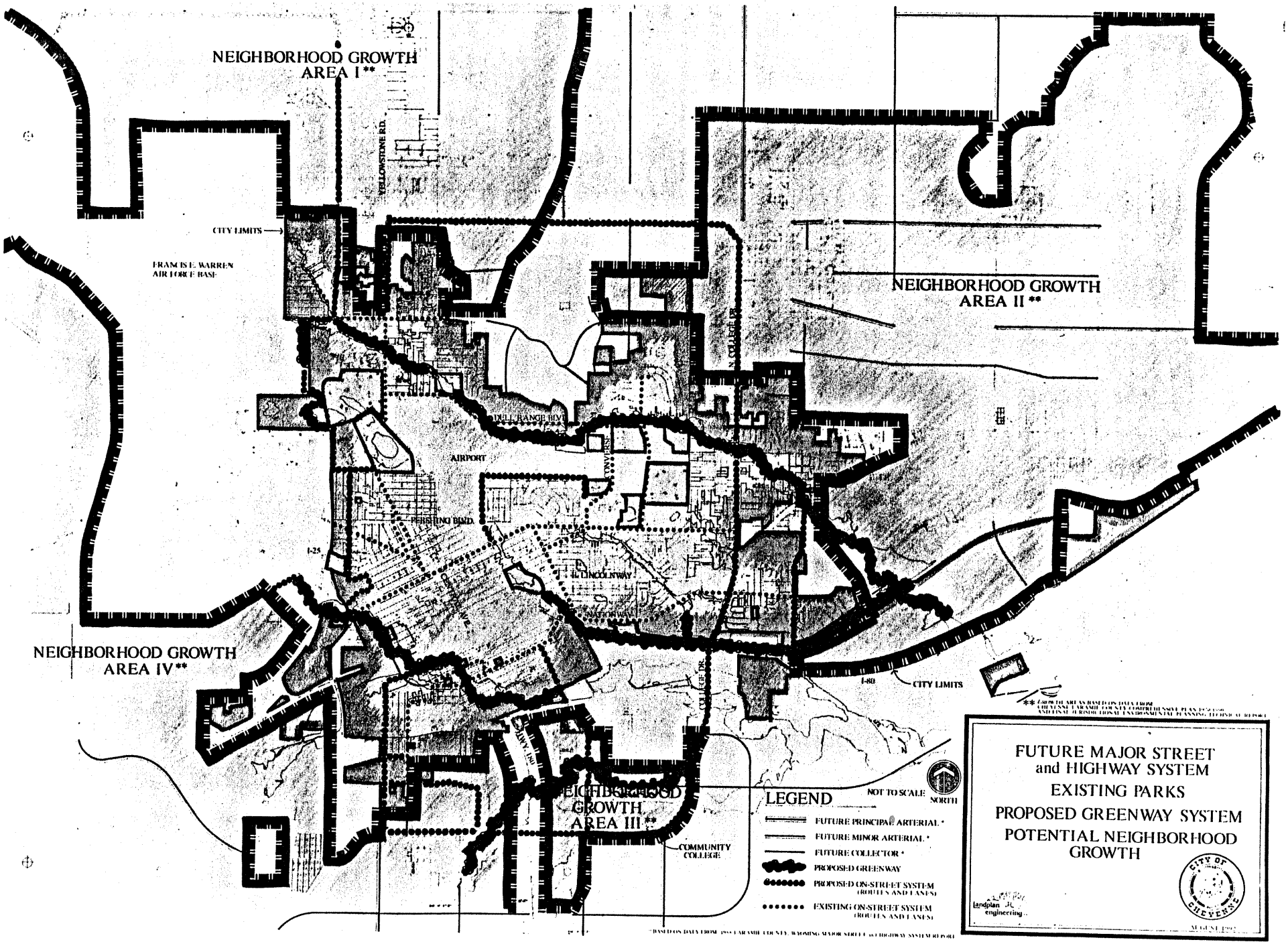
EXISTING PARKS

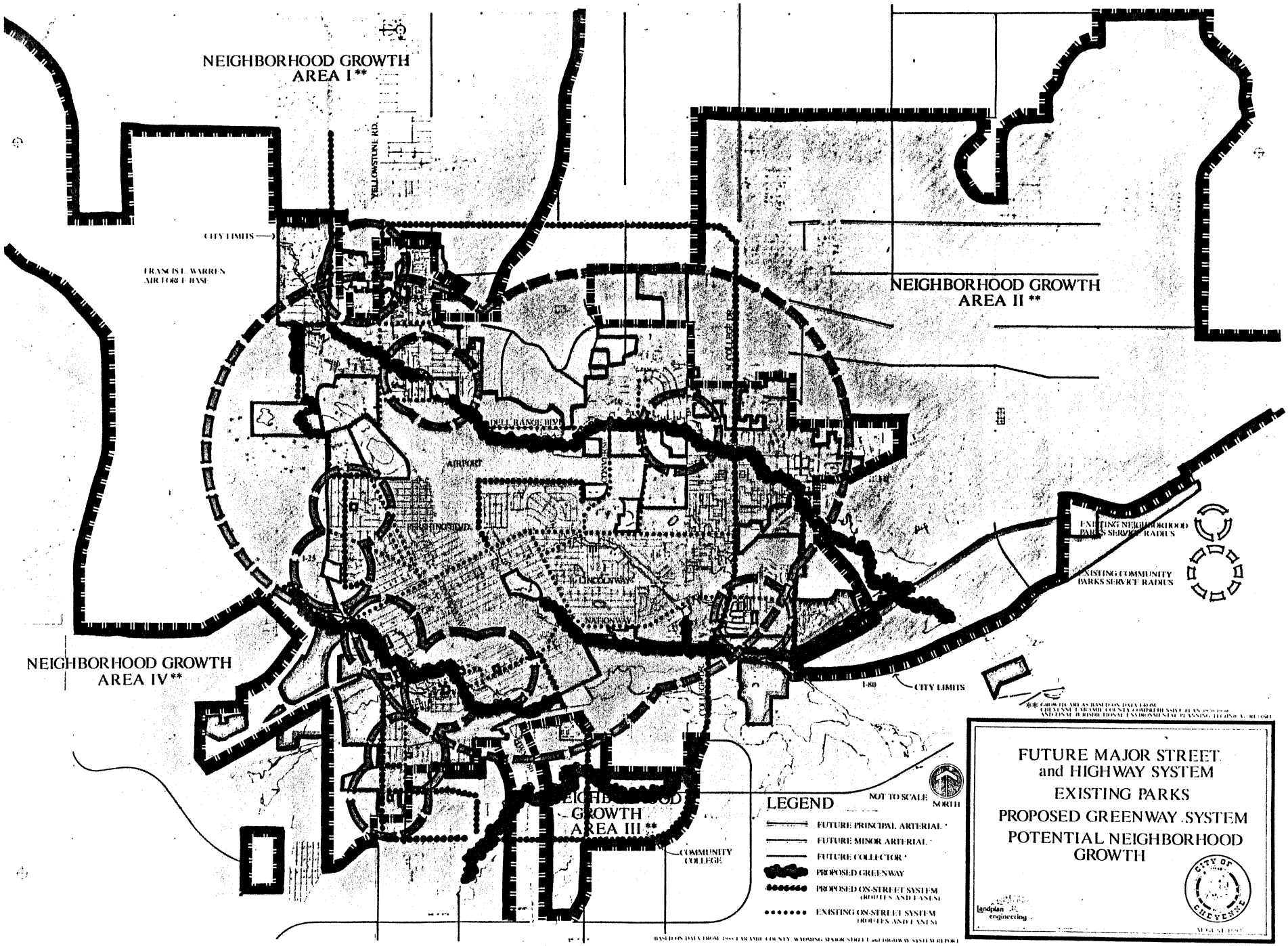
PROPOSED PARKS SITES

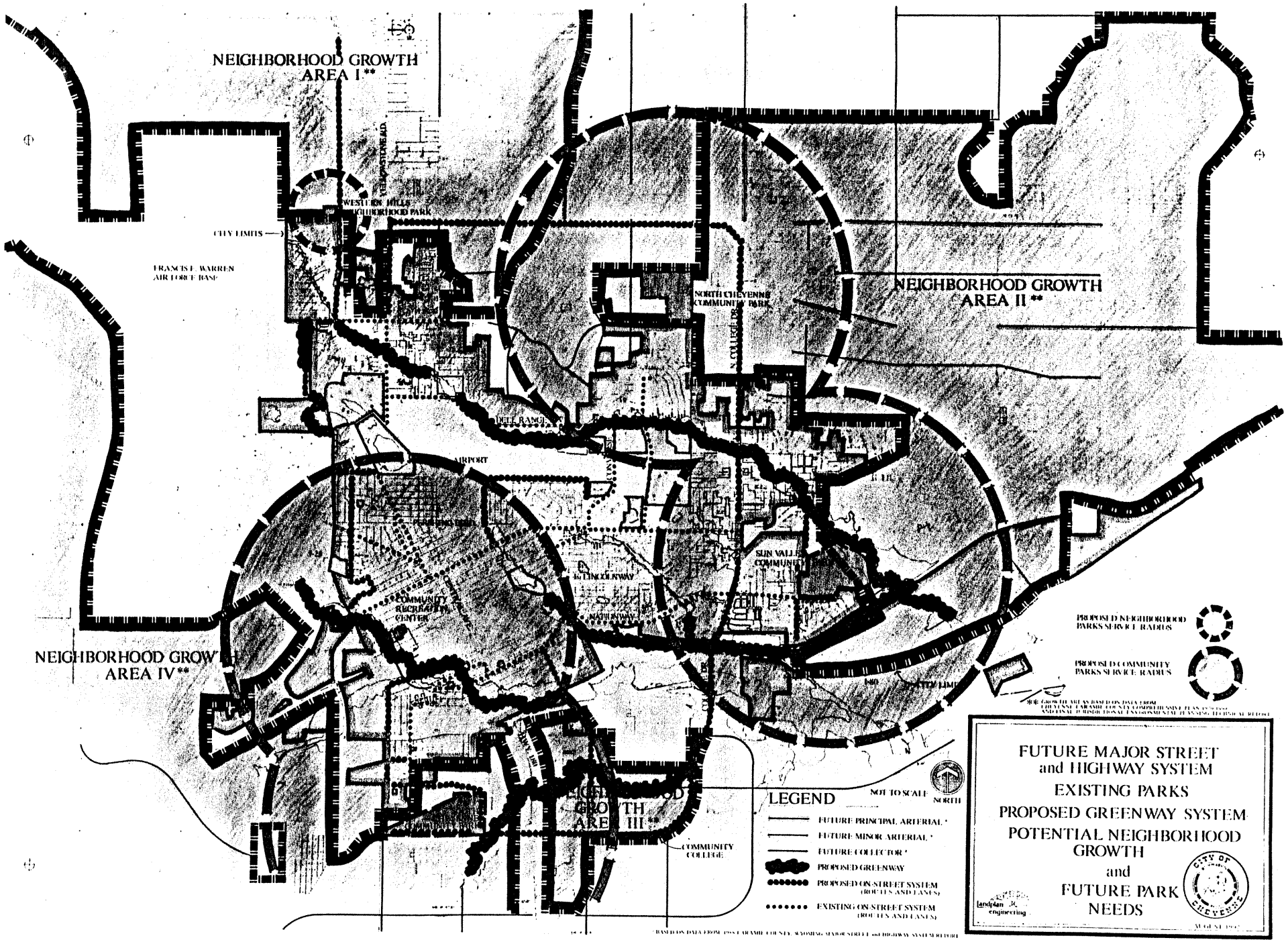
PROPOSED RECREATION CENTER SITE

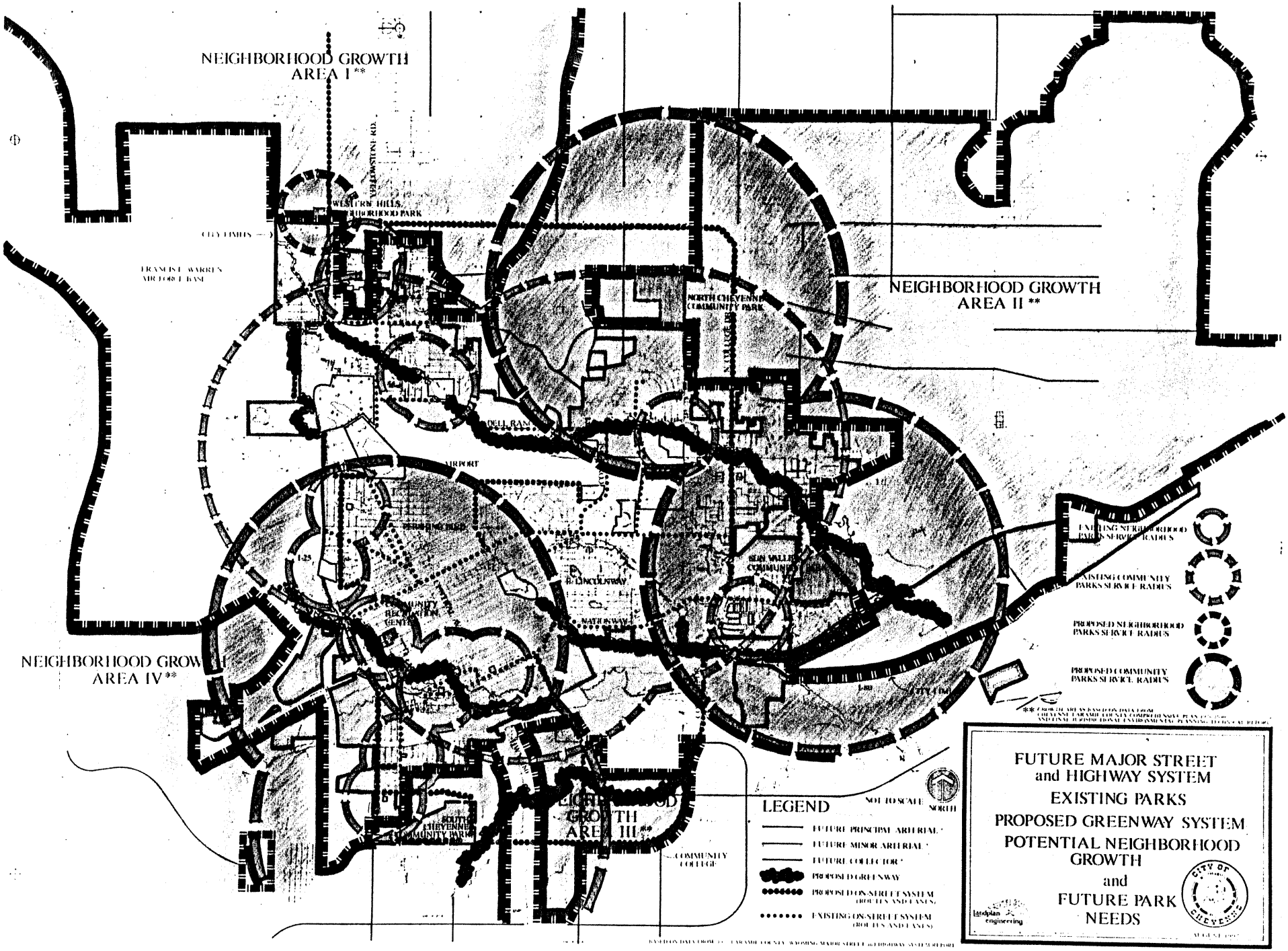
Park & Athletic Field Expansion


YELLOWSTONE RD.
CITY LIMITS
FRANCIS E. WARREN AIR FORCE BASE
DELL RANGE BLVD.
AIRPORT
N. COLLEGE DR.
HWY. 30
PERSHING BLVD.
I-25
E. LINCOLNWAY
CENTRAL AVE.
I-80
CITY LIMITS
COLLEGE DR.
HWY. 13
COMMUNITY COLLEGE
NOT TO SCALE
NORTH
LEGEND
FUTURE PRINCIPAL ARTERIAL
FUTURE MINOR ARTERIAL
FUTURE COLLECTOR
PROPOSED GREENWAY
PROPOSED ON-STREET SYSTEM (ROUTES AND LANES)
EXISTING ON-STREET SYSTEM (ROUTES AND LANES)
BASED ON DATA FROM 1995 LARAMIE COUNTY WYOMING MAJOR STREET and HIGHWAY SYSTEM STUDY
FUTURE MAJOR STREET and HIGHWAY SYSTEM
EXISTING PARKS
PROPOSED GREENWAY SYSTEM
landplan engineering
CITY OF CHEYENNE
AUGUST 1996


NEIGHBORHOOD GROWTH AREA I**
NEIGHBORHOOD GROWTH AREA II**
NEIGHBORHOOD GROWTH AREA III**
NEIGHBORHOOD GROWTH AREA IV**
CITY LIMITS
FRANCIS E. WARREN AIR FORCE BASE
YELLOWSTONE RD.
COLLEGE DR.
DELL RANGE BLV.
AIRPORT
CONVERSE
PERSHING BLVD.
I-25
LINCOLN WAY
I-80
CITY LIMITS
DELL RANGE BLV.
COLLEGE DR.
COMMUNITY COLLEGE
LEGEND
NOT TO SCALE
NORTH
FUTURE PRINCIPAL ARTERIAL *
FUTURE MINOR ARTERIAL *
FUTURE COLLECTOR *
PROPOSED GREENWAY
PROPOSED ON-STREET SYSTEM (ROUTES AND LANES)
EXISTING ON-STREET SYSTEM (ROUTES AND LANES)
** GROWTH PLAN AS BASED ON DATA FROM CHEYENNE URBANIZED AREA TRANSPORTATION PLAN 1995-2015 AND FINAL JURISDICTIONAL ENVIRONMENTAL PLANNING TECHNICAL REPORT
FUTURE MAJOR STREET and HIGHWAY SYSTEM
EXISTING PARKS
PROPOSED GREENWAY SYSTEM
POTENTIAL NEIGHBORHOOD GROWTH
CITY OF CHEYENNE
landplan engineering
AUGUST 1997


NEIGHBORHOOD GROWTH AREA I**
NEIGHBORHOOD GROWTH AREA II**
NEIGHBORHOOD GROWTH AREA III**
NEIGHBORHOOD GROWTH AREA IV**
YELLOWSTONE RD.
CITY LIMITS
FRANCIS E. WARREN AIR FORCE BASE
DELL RANGE BLVD.
AIRPORT
PRAIRIE BLVD.
LINCOLNWAY
NATIONWAY
I-80
CITY LIMITS
COLLEGE DR.
COMMUNITY COLLEGE
EXISTING NEIGHBORHOOD PARKS SERVICE RADIUS
EXISTING COMMUNITY PARKS SERVICE RADIUS
** GROWTH AREAS BASED ON DATA FROM CHEYENNE/LARAMIE COUNTY COMPREHENSIVE PLANS (1978) AND FINAL JURISDICTIONAL ENVIRONMENTAL PLANNING GUIDELINES REPORT
NOT TO SCALE
NORTH
LEGEND
FUTURE PRINCIPAL ARTERIAL *
FUTURE MINOR ARTERIAL *
FUTURE COLLECTOR *
PROPOSED GREENWAY
PROPOSED ON-STREET SYSTEM (BICYCLES AND PEDESTRIANS)
EXISTING ON-STREET SYSTEM (BICYCLES AND PEDESTRIANS)
BASED ON DATA FROM 1980 LARAMIE COUNTY WYOMING MAJOR STREET and HIGHWAY SYSTEM REPORT
FUTURE MAJOR STREET and HIGHWAY SYSTEM
EXISTING PARKS
PROPOSED GREENWAY SYSTEM
POTENTIAL NEIGHBORHOOD GROWTH
CITY OF CHEYENNE
landplan engineering


NEIGHBORHOOD GROWTH AREA I**
NEIGHBORHOOD GROWTH AREA II**
NEIGHBORHOOD GROWTH AREA III**
NEIGHBORHOOD GROWTH AREA IV**
WESTERN HILLS NEIGHBORHOOD PARK
CITY LIMITS
FRANCIS E. WARREN AIR FORCE BASE
NORTH CHEYENNE COMMUNITY PARK
N. COLLEGE DR.
DELL RANGE
AIRPORT
SUN VALLEY COMMUNITY
W. LINCOLN WAY
COMMUNITY RECREATION CENTER
COMMUNITY COLLEGE
PROPOSED NEIGHBORHOOD PARKS SERVICE RADIUS
PROPOSED COMMUNITY PARKS SERVICE RADIUS
** GROWTH AREA BOUNDARIES FROM LAPLATA COUNTY COMPREHENSIVE PLAN 1975-1995 AND FINAL REPORT REGIONAL PLANNING STATE PLANNING, DECEMBER 1974
LEGEND
NOT TO SCALE
NORTH
FUTURE PRINCIPAL ARTERIAL *
FUTURE MINOR ARTERIAL *
FUTURE COLLECTOR *
PROPOSED GREENWAY
PROPOSED ON-STREET SYSTEM (ROUTES AND LANES)
EXISTING ON-STREET SYSTEM (ROUTES AND LANES)
BASED ON DATA FROM 1985 LARAMIE COUNTY MAJOR STREET and HIGHWAY SYSTEM REPORT
FUTURE MAJOR STREET and HIGHWAY SYSTEM
EXISTING PARKS
PROPOSED GREENWAY SYSTEM
POTENTIAL NEIGHBORHOOD GROWTH
and
FUTURE PARK NEEDS
Landplan Jr. engineering
CITY OF CHEYENNE


NEIGHBORHOOD GROWTH AREA I**
NEIGHBORHOOD GROWTH AREA II **
NEIGHBORHOOD GROWTH AREA IV**
WESTERN HILLS NEIGHBORHOOD PARK
CITY LIMITS
FRANCIS E. WARREN AIR FORCE BASE
NORTH CHEYENNE COMMUNITY PARK
AIRPORT
I-25
LINCOLN WAY
COMMUNITY RECREATION CENTER
SOUTH CHEYENNE COMMUNITY PARK
COMMUNITY COLLEGE
EXISTING NEIGHBORHOOD PARKS SERVICE RADIUS
EXISTING COMMUNITY PARKS SERVICE RADIUS
PROPOSED NEIGHBORHOOD PARKS SERVICE RADIUS
PROPOSED COMMUNITY PARKS SERVICE RADIUS
LEGEND
NOT TO SCALE
NORTH
FUTURE PRINCIPAL ARTERIAL*
FUTURE MINOR ARTERIAL*
FUTURE COLLECTOR*
PROPOSED GREENWAY
PROPOSED ON-STREET SYSTEM (ROUTES AND EVENTS)
EXISTING ON-STREET SYSTEM (ROUTES AND EVENTS)
FUTURE MAJOR STREET and HIGHWAY SYSTEM
EXISTING PARKS
PROPOSED GREENWAY SYSTEM
POTENTIAL NEIGHBORHOOD GROWTH
and
FUTURE PARK NEEDS
landplan engineering
CITY OF CHEYENNE

RECOMMENDATIONS
SOCCERFIELD EXPANSION/COMMUNITY PARK
NORTH CHEYENNE CITY-OWNED PROPERTY

The City currently owns a 130 acre parcel on the north bluffs overlooking the urbanized area.

This site is on the north fringe of the current city limits, and adjacent to residentially improved neighborhoods.

This site is herewith considered as the top rated site for a visible soccer complex. It is rolling terrain on top of the bluff with steep topography falling south towards the City.

Several major issues must be evaluated to realistically assess this site's feasibility.

These issues are:

1. County and City road improvements to the site are highly recommended and proposed 1995 capital improvements.

2. The existing city water system in the area is inadequate to provide necessary volume and pressure for field irrigation.

3. The ground water study currently in process suggests that more competition for a non-regenerating ground water supply will make well system irrigation an expensive short-term solution at best.

4. There are very significant costs associated with a water main extension to the 130 acres from the City water tower situated about 1 to 1-1/2 miles west.

5. The City will need to expand the maintenance staff and budget to provide the necessary level of care.

Key recommendations for this park's development are:

1. A key step appropriate upon adoption of this site for the major soccer complex and community park area is a comprehensive master plan which programs proposed uses, development costs, phasing of implementation and its impact on the Department's programming, operation and maintenance system.

2. This site would provide a necessary community-level park for the North Cheyenne vicinity. This 130 acre inverted "L" shaped parcel suggests that a portion of the park could focus on the soccer facility (say 50 to 60 acres) and the balance (say 70 to 80 acres) could be developed as a hilltop park, providing many park opportunities but somewhat restricted in use by sanitary sewer service availability and wind exposure.

This land area could accommodate a large number of soccer game and practice fields with necessary parking and restroom/concession facilities as required. Based on developable land area alone, and using a standard high school soccer field dimension (195'x330') as the average field size there appears to be space for 18 to 20 fields. This number of fields should provide for long-range program growth and alternate field use, thus allowing turf to regenerate through one season. This range is based on using a clear space on a 250' x 400' dimension per field. The balance of the site would provide the parking and other ancillary uses.

A preliminary estimate of probable improvement costs for this soccer complex was compiled with aid of City staff and the available map/utility information. Please review this understanding that a park master plan is required to more accurately determine dimensions, quantities, program level, quality and more specific assumptions for project phasing, improvement cost sharing (i.e. between Cheyenne Soccer, City, County, adjacent development, benefit districts, etc.).

SOCCER COMPLEX
NORTH CHEYENNE PARK
Preliminary Estimate of Probable Costs
September 1992

Sewers	3800 L.F. @ $50/L.F. or 2 each Clevis Toilets @	$40,000 - $80,000
Water	7000 L.F. @ $45-$55/L.F. 8" line with loop connecting Watertower (west) & existing waterline to south	$315,000 - $385,000
Ridge Road	1000 L.F. @ $95-$110/L.F. 2 approaches into field from Ridge to West	$95,000 - $110,000
Parking Lot	600 cars @ $450-$550/Ea.	$270,000 - $330,000 @ 20 fields
	3" asphalt, 6" gravel Curb and gutter	$135,000 - $165,000 @ 10 fields
	30 cars/field/game	300 spaces.
Grading	20 fields @ $16,000 - $20,000/Ea. 10 fields @ $18,000/ea.	$320,000 - $400,000 $160,000 - $200,000
Sod	20 fields @ 9000 S.Y./ea. @ $1.90-$2.00/S.Y. $17,100-$18,000/Field	
	20 fields 10 fields	$342,000 - $360,000 $171,000 - $180,000
Irrigation	20 fields @ $13,000 - $17,000/Ea. 10 fields @ $13,000 - $17,000/Ea.	$260,000 - $340,000 $130,000 - $170,000
Landscaping	20 fields @ 1250 trees @ $180-$200/Ea. 10 fields @ 625 trees @ $180-$200/Ea.	$225,000 - $250,000 $112,500 - $125,000
Concessions	1 Central Bldg/Storage	$90,000 - $120,000
Maintenance	1 Bldg/20'x 25'	$20,000 - $30,000
Walkways	3500 L.F. @ 6' wide @ $7.00-$8.00/L.F. Concrete, 20 fields	$24,500 - $28,000
	10 fields 2000 L.F. @ 6' wide @ $7.00 - $8.00	$14,000 - $16,000

Electricity	1500 L.F./U.G. service	$10,000 - $15,000
Site Furnishings	(benches, trash, tables)	$10,000 - $12,000
TOTALS:	**20 FIELDS**	**$2,040,500 - $2,460,000**
	Contingencies 15%	**$ 306,075 - $ 369,000**
		$2,346,579 - $2,829,000
TOTALS:	**10 FIELDS**	**$1,302,500 - $1,636,000**
	Contingencies 15%	**$ 195,375 - $ 245,400**
		$1,497,875 - $1,881,400

Irrigation/Watering Requirements

1"/week/field = 40-50,000 gallons/week/field

Operation and Maintenance Requirements

$500/ac @ 50-60 acres Mowing, seeding, fertilizing,irrigation, landscaping, parking lot cleaning.	$25,000-$30,000/yr.

RECOMMENDATIONS
SOUTH CHEYENNE COMMUNITY PARK

In light of the fact that South Cheyenne is void of City park space, it is recommended that the City's 1st action for community park sites is to:

1. **Acquire the property** as outlined on its 1985 South Cheyenne Community Park master plan.

2. **Acquire the 50 acre partial adjoining this site to the east.** This property was once under option by the School District for new facilities but appears to have released the option for purchase. This added acreage would provide very long-term growth and expansion for South Cheyenne and South Cheyenne's park needs.

3. **Prepare an amended master plan from the 1985 plan to provide additional sports facilities,** (i.e. soccer, softball or baseball fields). This is appropriate to best determine the fullest community park and athletic field potential for this site. Consider changing the 4-plex to a 5-plex and include 4-5 soccerfields, and change parking to be between softball and soccer so it is shared with both uses and provides parking more convenient to the more intense uses.

4. **Other passive and active uses** (i.e. tennis, walking trail, picnic areas/shelters, restrooms, basketball practice fields, playground, volleyball courts etc.) should be retained on-site with modifications to their location per the current master plan.

   The expansion of ballfields in this area would provide significant facilities outside of the core locations (i.e. Windmill Road to Dell Range Boulevard to Converse to East Pershing Boulevard). This area could serve the girl's softball facility needs.

   The blend of softball/baseball fields should be determined by the current need at time of design and projected program expansion for mens and women's softball, Babe Ruth or Legion Baseball. It seems wise to develop ballfields that can be used either way which provides maximum flexibility in capital improvements as program trends shift.

5. **Should the North Cheyenne Community Park not become a reality** in providing the City's soccer needs (i.e., 18 to 20 fields), this site should **provide the new and expanded soccer fields.** The softball/baseball complex then would be best located in the Sun Valley 13th Filing (see that summary recommendation).

SOUTH CHEYENNE COMMUNITY PARK
STATEMENT OF PROBABLE COSTS
SEPTEMBER 1992

The South Cheyenne Community Park Master Plan prepared in 1985 submitted an estimate for park site acquisition and development. Based on that estimate adjustments have been made to reflect a 5-plex softball field complex, enlarged property acquisition (170 acres total) increased turf and irrigation figures and an inflation factor applied at a 2.5% per year increase for 7 years.

The following projected costs for said park are (as taken and amended from master plan estimate dated 3/18/85):

	1985	1992
Engineering	$1,043,883	$1,043,883
Structures	$526,000	$526,000
Athletic Facilities	$366,399	$394,399
Site Furnishings	$298,150	$298,150
Landscape	$504,210	$554,210
Irrigation	$560,590	$640,590
Land Acquisition	$452,280	$595,000
Subtotal:	$3,751,432	$4,052,232
20% Contingency	$750,286	$810,446
TOTAL:	**$4,501,718**	**$4,862,678**
2.5% inflation/yr. for 7-years (X 189)		$919,047
GRAND TOTAL:		**$5,781,725**

SAY $5,500,000 TO $5,900,000

There may be an excellent opportunity to receive the Arp property in part or whole as a donation to a new Parks and Recreation Foundation, thus receiving a net reduction to this park's development costs.

This property should be acquired as a top priority. It should be noted that the Foundation needs to be legally formed and registered prior to promoting and receiving any donated assets.

The maintenance budget should be increased to provide the needed level of care as this park comes on line for public use.

RECOMMENDATIONS
SUN VALLEY COMMUNITY PARK SITE
13TH FILING

The Sun Valley area is a prime community sector unserved by neighborhood or community-level parks. This drainageway land has some promising opportunities for providing necessary community level park facilities at best and at least neighborhood level park facilities of which several game or practice soccer fields would be appropriately combined into this parks fabric. The regulated floodplain will dictate what could be included as the ultimate park improvements.

This site is recommended as a community-level park site. The City currently has 10 acres of what could be a 70 acre park site. This area near 12th and Cleveland is in strong need for neighborhood and community parks. The approved Greenway corridor extends along this areas east boundary. Floodplain limits extend outside the general 100 foot wide Greenway corridor.

1. It is herewith recommended that **land in excess of the 10 acres accepted by the City in the 13th Filing of Sun Valley be acquired (60 acres, more or less) east to the Greenway corridor.**

2. **A master plan for this community park** be prepared in cooperation with the surrounding neighborhoods, City Parks and Recreation staff, City Planning Director and the Greater Cheyenne Recreation Commission as facilitated by a professional Parks Designer. This park plan should create a balance between the neighborhood park needs and desires, the City's program needs and the level of maintenance required for any such new park.

3. Practice fields for soccer and baseball/softball are desperately needed throughout the community. This site should **satisfy neighborhood practice field needs** for the Sun Valley area.

4. Acquisition Costs may range from $2,000 to $5,000 per acre. Sixty acres (60), more or less, are yet to be acquired by the City. Range of Acquisition Costs may be:

Price range per acre:	$2,000 to $5,000
Number of Acres:	60
Range of Acquisition Costs:	**$120,000 to $300,000**

5. Phased implementation of resulting planned park improvements should seriously **consider the impact on maintenance and recreation services.** The Parks and Recreation Department will need additional labor and material provisions in its operations budget as improvements are completed.

6. **Nature Center/Outdoor Education Area.** Based upon this site's natural drainageway, floodplain features and the lack of a community-wide nature center used for citizen wide awareness and education, this plan recommends planning for bikeway, interpretive trails, picnic, a nature center building improvements with informational/educational displays located with some informal seating. Such a structure could have a patio or open-air display area as a transition from indoor to outdoor participation.

RECOMMENDATIONS
GIRLS SOFTBALL FACILITIES

The Girls Softball Program has flourished in recent years. It is apparent that facility sharing between men's adult softball and girls softball creates a less than edifying social situation and stress on program scheduling in equitable and reasonable field sharing.

It is recommended that the Girls Softball Program assist the City in funding a new softball facility for their use at one of the following sites:

1. South Cheyenne Community Park
2. Sun Valley Community Park
3. Dutcher Field/Saddle Tramps
4. Cheyenne Soccer after the soccer group's relocation to new fields.
5. Junior League Baseball by grading off balance of hill for another 3-plex.

Consideration should be given to proximity to other ballfields, available land for a good quality, efficiently maintained site (i.e., relatively level topography, clustered diamond layout with a 3,4 or 5-plex wheel or star arrangement and adequate utilities at or near site).

Ballfield improvement costs could range from **$70,000 to $100,000** per field including irrigation, turf, fencing, backstops, dugouts, lighting and bleachers. Other site improvements like parking, utilities and grading will vary drastically depending on the site selected for Girls Softball use. Land acquisition costs are not included within this per field range of costs.

WESTERN HILLS NEIGHBORHOOD PARK

The northwest neighborhoods of Cheyenne are undeserved. This particular neighborhood west of I-25 is without any City parks.

1. It is recommended that the **implementation of park improvements** (i.e. playground, landscaping, irrigation, tennis/basketball courts, and open play area for practice fields).

2. **A master plan should be prepared** as a means to develop costs, types and quality of improvements, phased implementation, determine operations and maintenance resources required to perpetually care for said improvements. The master plan should be a City staff, neighborhood, Greater Cheyenne Recreation Commission joint effort as facilitated by a parks design professional.

   Park improvement costs for playground, landscaping, irrigation, tennis/basketball courts and open practice fields could range from **$170,000 to $220,000.**

NEW NEIGHBORHOOD PARKS EXPANSION

The need for new neighborhood parks in several neighborhoods is apparent. The City has had the opportunity to accept small parcels for such use from developments. The Parks and Recreation Department has recommended in several cases to not accept such residual parcels for several reasons:

1. The parcels' shape, size, accessibility, topography, location and regulatory constraints (i.e. floodway, etc.) make the potential park land highly impractical to develop for constructive neighborhood park uses.

2. The City Parks and Recreation Department can not effectively maintain such parcels without expanded parks maintenance and operations resources (i.e.; staff, equipment, or money).

It is recommended that the City institute a policy for neighborhood park land acceptance and development when associated with new residential developments dedicating easements and rights-of-way when the proposed park land is:

1. In an underserved area needing a neighborhood park based on surrounding population, neighborhood boundaries and other pertinent planning principles;

2. When the parcel is of size, shape, topography, and accessibility appropriate to allow neighborhood park-type uses within the physical boundaries and reasonable development costs;

3. And when sufficient parks maintenance funds are readily available for the City to accept the long-term maintenance and liability.

The City Planning and Parks & Recreation Departments have the opportunity to recommend park land site to developers as preliminary plats and development plans are submitted to the City for consideration.

RECOMMENDATIONS
FACILITY SHARING
LARAMIE COUNTY COMMUNITY COLLEGE

There is a considerable amount of soccer field and/or softball field potential expansion area located on LCCC property in the floodplain area north of the arena.

Since the LCCC has reduced its services to exclude sports and recreation activities, there may be an opportunity for the City to step in and provide programs on their premises, lease land for soccer/softball field improvements and use or cost share the facilities and programs.

A good portion of the land north of the arena is within the Crow Creek drainage basin and floodplain, therefore some restrictions on the type of improvements allowable within this area may apply.

It is recommended that the **City work with LCCC to evaluate land and facility sharing opportunities.** The expanding programs as experienced by the Parks and Recreation department may be temporarily housed at LCCC facilities until such time that a new Recreation Center is in use or new soccer fields (practice and game level) are ready for play.

The large interest and growth in gymnastics, mens basketball, adult volleyball and indoor recreational play are programs in current need of expanded facilities.

RECOMMENDATIONS
LANDSCAPED MEDIANS/TRIANGLES/PARKWAYS

The Parks and Recreation Department has been responsible to maintain the boulevard medians and triangles as found in dedicated rights-of-way throughout the City's core and established neighborhoods. These boulevard landscaped islands add manicured garden spots throughout several City neighborhoods. In addition to the attractive appearances offered, the Parks crews are saddled with mowing, fertilizing, irrigating and trimming each of these small islands regularly through contract labor and services or full-time and part-time City staff and resources. It appears that the composite maintenance resource demands placed on the Parks and Recreation Department is disproportionally high compared to the area and magnitude of the maintenance demands by the Park system's other 700 plus acres.

We recommend that the **City continue quality care and appearance** of these small areas as they are significant parts of Cheyenne's urban forest inventory.

We also recommend that where possible the **City continue to pursue deeding the landscaped and irrigated medians to adjoining responsible commercial or residential property owners or Homeowner's Associations.** The responsibility for perpetual maintenance would be transferred to such qualified entities. This title transfer may only be feasible for a few properties and probably not where the medians are completely contained within a dedicated right-of-way. Perhaps those medians known as Newton Drive, Essex Drive at Essex Road, Abbott Park, 27th Street and Henderson Drive at Cedar Avenue at Chestnut Drive would be key for such transition. The Cheyenne Airport Authority should continue maintenance responsibility for islands at House and 7th Avenue, Terminal Drive and 8th Avenue, Central at Warren Avenue at 8th Avenue, Warren at 8th, Avenue as well as the Terminal Building Landscaping. The reductions on the Departments resources for these few medians allows for more thorough care at Lions, Cheyenne Soccer or some other park.

Should transferral of median maintenance responsibility not be feasible, we recommend the following:

1. Continue the "Waterbugs" program where interested and responsible entities, (i.e. civic clubs, churches, schools, youth programs, etc) be allowed to **"adopt" a median.** It appears that some base care/administration would continue by City staff overseeing the community groups' work. This may be offset, however, by the public's expanded awareness and interest in the City Parks' care and improvements.

2. The City should consider **increasing the Departments budget** for increased staff, equipment and materials necessary to provide care for so many small pockets of urban landscape. This is especially important as new subdivisions dedicate right-of-way and the City accepts maintenance responsibility.

3. In the case of new subdivisions, it seems appropriate for the City **to require developers to pay a lump sum dollar amount per acre or square yard of landscaped area dedicated to the City.** This money would be **placed in a Department Maintenance Fund** used for necessary equipment, and supplies (i.e. trees, shrubs, irrigation equipment, fertilizer, seed, tools, mower, part-time staff, etc.). It is important to keep such a fund available for perpetual use and not a one-time expenditure.

RECOMMENDATIONS
FORMER CITY LANDFILL
Property Bounded By I-80
O'Neil, Cribbon and 5th Streets

The City has an opportunity to make plans for future **city beautification** and providing for continued demand on **golfing facilities** within the community.

The **City currently owns a vacant parcel** previously used as a landfill. This parcel has about one-half mile of Interstate 80 frontage and is part of a prominent view of the City, Downtown and State Capitol. Unfortunately, this half mile of I-80 frontage is less than attractive to the passerby, tourist or everyday interstate driver.

It appears appropriate to adopt the long-range plan to at least "green-up" this area. However, based on the current and expanding high demand on the City parks and Forestry divisions to maintain the parks, parkways, medians trees and athletic fields, this plan is reluctant to recommend the turfing, landscaping and irrigation of said property for desirable beautification if the resources or potential revenue generation do not currently exist.

This plan does recommend that an ideal use for this property would be **development into a 9-hole, Par 3 municipal golf course.** The annual rounds in Cheyenne of golf, have shown a steady increase and a Par 3 design would more than likely fit on this property.

In this scenario, the City has the opportunity through green fees to **provide resources for ongoing maintenance and operations.** A significant improvement is hereby maintained as an actively used recreation facility for the City. The golfing public is provided a short course (Par 3) of which there are currently none. The City also improves its interstate appearance.

This Golf Course recommendation should be implemented after other major parks and athletic facility needs are met through improvement implementation.

CITY OF CHEYENNE

Composite Range of Capital Improvement Costs

October 1992

1.	Park Improvements		**$3,048,525 to $4,422,425**
2.	New Park Facilities		
	a.	North Cheyenne Soccer Park	**$2,346,579 to $2,829,000**
	b.	South Cheyenne Community Park	**$5,500,000 to $5,900,000**
	c.	Girls Softball Facility (4-new fields) (ballfield improvements only)	**$280,000 to $400,000**
	d.	Sun Valley Community Park (land acquisition)	**$120,000 to $300,000**
	e.	Western Hills Neighborhood Park	**$170,000 to $220,000**
3.	Community Recreation Center (excludes demolition/acquisition costs)		**$5,754,000 to $6,730,000**
Range of Improvement Costs			**$17,219,104 to $20,801,425**

PROGRAMMING

PROGRAMMING OVERVIEW

The Cheyenne Parks and Recreation Department offers a wide variety of year round youth and adult programs including; instructional activities, drop-in activities, special events, sports leagues, aquatics programs, and golf.

Recreation programs which account for the bulk of program offerings are principally offered in six sessions throughout the year. Each of the sessions generally lasts 6 weeks long.

The page following outlines general schedules and categories for recreation programs.

CHEYENNE PARKS & RECREATION DEPARTMENT
RECREATION PROGRAMS

The Recreation Division provides a wide variety of activities and events under a variety of formats. Most activities are made available during "sessions", which are spaced throughout the year, following the seasons and the school calendar. The standard session format is outlined below:

Winter Program II:
January/February (six weeks)

Spring Program I:
March/April (six weeks)

Spring Program II:
April/May (six weeks)

Summer Program:
June/July (six weeks)

Fall Program:
September/October (six weeks)

Winter Program I:
November/December (six weeks)

PROGRAM CATEGORIES

Instructional Activities

Classroom activities include instructional classes that do not involve a large degree of physical activity. These classes serve participants of various age groups ranging from school age through adults. Examples are astronomy, art, crafts, cooking classes, graphoanalysis, mountain men lifestyles, dog obedience, drum lessons, etc.

Physical activities include a wide variety of programs with the primary element being physical activity. These programs may be conducted on an instructional, participatory or drop-in basis and service individuals preschool age and older. Examples are dance classes, martial arts, open gyms, gymnastics, roller skating, baton, golf lessons, playground programs, exercise classes, etc.

Special Events

Special events, as a program category, involves activities and events offered on a once-a-year basis or on an irregular, clinic or tournament basis. Examples of special events are: canoe rides, sports clinics, sports tournaments, dances, dog shows, bike-a-thons, Easter egg hunts, Halloween parties, a variety of contests, picnic kit checkouts, etc.

Sports Leagues

This category of activity includes any team-based round-robin tournament that runs on a month-to-month basis. Leagues currently conducted include:

Basketball - Men, Youth
Volleyball - Men, Women, Co-Recreational (Men & Women), 2 on 2 (Summer-Outdoor)
Softball - Men, Women, Church, Co-Recreational, Men's 35-over, Women's 30-over

OBSERVATIONS AND RECOMMENDATIONS

Cheyenne Programs Have Grown Dramatically Over the Years. The growth in programs has been substantial over the past years.

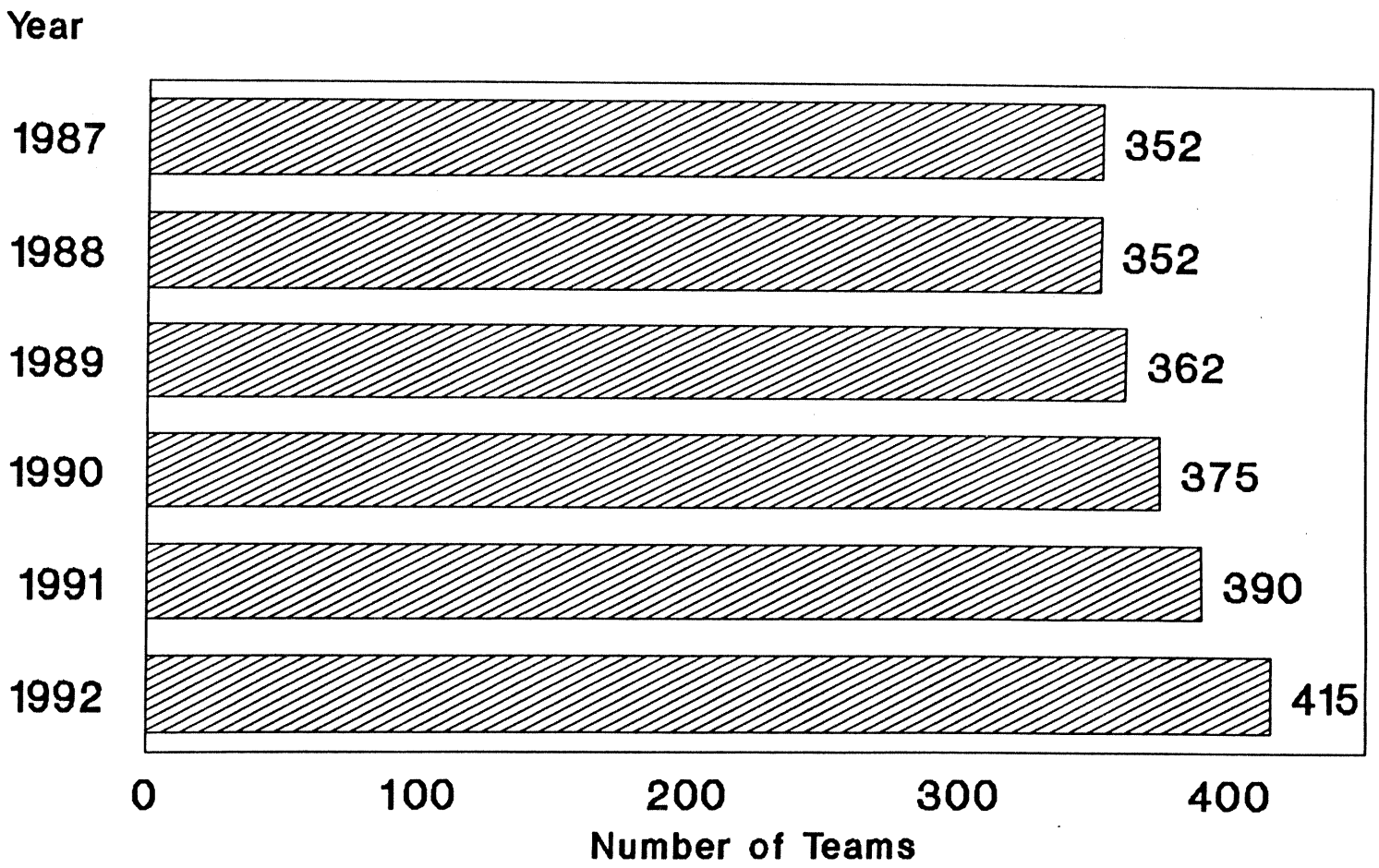
Some key examples illustrated over the following few pages show:

* Between 1975 and 1991, recreation programming grew from 9,969 annual participants to 111,446 annual participants.

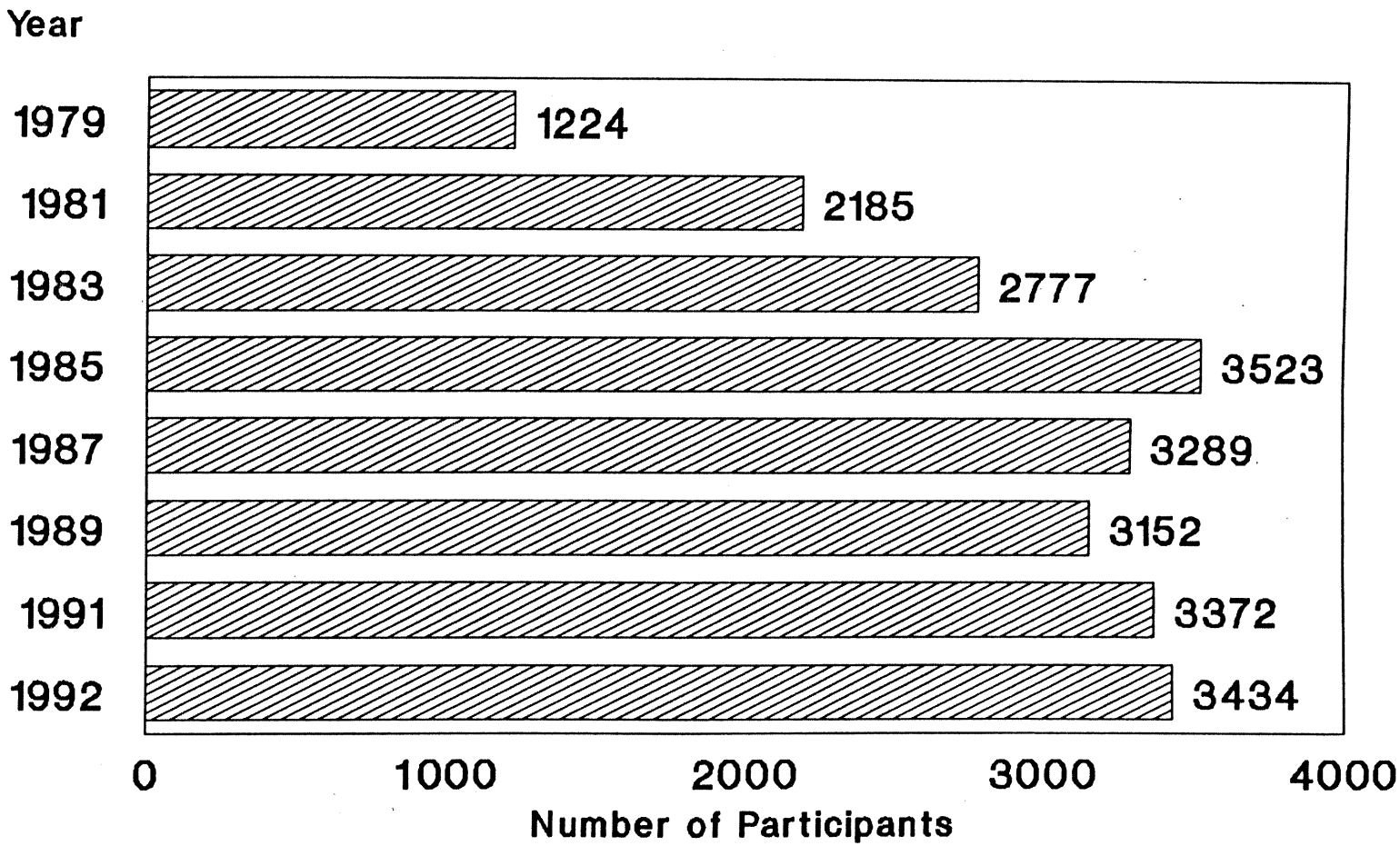
* Between 1979 and 1991, recreational swim participation grew from 41,703 annual swimmers to 76,165 annual swimmers.

* Between 1979 and 1992, adult softball league participation grew from 1,224 players to 3,446 players.

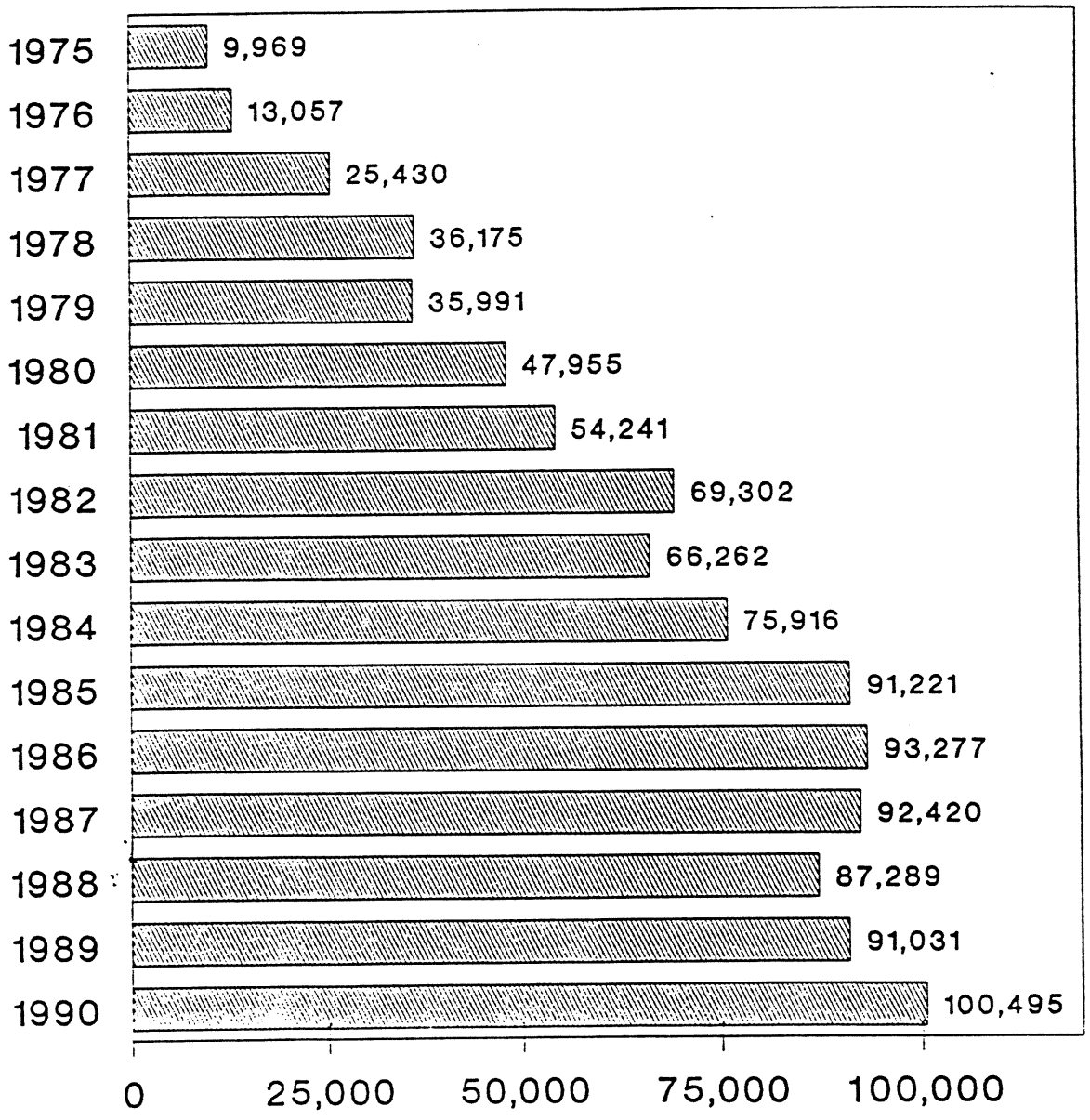
Cheyenne Park and Recreation Department
18% Growth in Sports Leagues
1987 to 1992



Cheyenne Park and Recreation Department
Adult Softball Leagues Has Grown by 180% Since 1979



Cheyenne Parks and Recreation
Program Participants & Spectators
1975-1990



CHEYENNE PARKS & RECREATION DEPARTMENT

AQUATICS

RECREATIONAL SWIM

YEAR	MUNICIPAL POOL	JOHNSON POOL	SLOANS BEACH	TOTAL
1979	38,968	2,460	275	41,703
1980	53,872	5,381	1,500	60,753
1981	55,199	3,719	7,900	66,818
1982	58,624	4,274	8,249	71,147
1983	54,517	7,450	9,636	71,603
1984	56,675	9,388	10,288	76,351
1985	52,662	6,493	12,221	71,376
1986	55,356	4,252	16,958	76,566
1987	46,952	3,593	17,192	67,737
1988	50,557	2,853	13,228	66,638
1989	51,316	3,041	22,940	77,297
1990	47,714	2,428	26,440	76,582
1991	43,120	2,843	30,202	76,165

LESSONS

YEAR	MUNICIPAL POOL	JOHNSON POOL	TOTAL
1979	902	400	1,302
1980	1,383	348	1,731
1981	1,050	372	1,422
1982	1,693	419	2,112
1983	2,277	418	2,695
1984	1,982	260	2,242
1985	3,760	275	4,035
1986	3,573	290	3,863
1987	3,098	309	3,407
1988	2,431	321	2,752
1989	3,239	371	3,610
1990	2,398	410	2,808
1991	1,535	409	1,944

CHEYENNE PARKS & RECREATION DEPARTMENT

ADULT SOFTBALL LEAGUES

OLD FORM

Year	Men	Women	Church	Co-Rec	Total
1979	595	391	238	0	1,224
1980	762	292	567	0	1,621
1981	988	684	342	171	2,185
1982	1,121	809	400	545	2,875
1983	1,127	647	360	643	2,777
1984	1,171	772	356	941	3,240
1985	1,340	678	355	1,150	3,523
1986	1,244	564	322	1,190	3,320
1987	1,122	626	242	1,299	3,289
1988	1,200	605	284	1,222	3,311
1989	1,187	587	248	1,130	3,152
1990	1,275	459	209	1,223	3,166
1991	1,265	414	192	1,306	3,177
Prel. 1992	1,282	460	180	1,254	3,176

NEW FORM

	Men/Women Church	Co-Rec	Men's Over 35	Women's 30 & Over	Total
1987	1,190	1,299	0	0	2,489
1988	2,089	1,222	0	0	3,311
1989	2,022	1,130	0	0	3,152
1990	1,943	1,223	192	0	3,358
1991	1,871	1,306	195	0	3,372
Prel. 1992	1,922	1,254	207	51	3,434

OBSERVATIONS AND RECOMMENDATIONS

Cheyenne Programs are offered year round and all days of the week.

Programs are offered in every season, during days and evenings; and weekdays and weekends. With the present staff and facilities available and considering the substantial growth of programs over the years, Cheyenne citizens are very well served.

The following page indicates seasons and days of program offerings.

CHEYENNE PARKS AND RECREATION DEPARTMENT
DAYS & SEASONS OF PROGRAM OFFERINGS

PROGRAM NAME	SEASON	DAYS OFFERED
American Legion Baseball	May-Aug.	All
Cheyenne Church Basketball League	Jan.-April	Mon-Fri. Evenings
Cheyenne Girls Softball League	May-August	All
Cheynne Judo Club	Year round	M-F Evenings, Some Wkends
Cheyenne P & R Youth Basketball	Winter, 10 weeks	Saturday
Cheyenne P & R Dance	Year round	Mostly Saturday - Youth Monday - Adult
Cheyenne Sr. Babe Ruth League	May-July	All
Cheyenne Sting Soccer Club	May-July, Sept.-November	Saturday & Sunday
Cheyenne Youth Baseball League	May-July	All
Cheyenne Soccer Association	March-May August-Oct.	Saturdays, some evenings
Cheyenne Wrestling Club	Feb.-May	Tues/Thurs
Co-Rec Volleyball	Jan-April	Mondy-Thursday evenings
Cheyenne P & R Men's Basketball	Winter	
Gymnastics	Year round	Mon-Thursday, Saturdays
Hatha Yoga	Year round	Mon-Wednesday evenings
Jazz Exercise	Year round	All
Junior & Adult Tennis Clinics	Adults year round Juniors in summer	Weekdays
Men/Women Volleyball	Sept.-December	Mon-Thursday evenings
Sunrise Shapeup	Year round	Mon-Friday evenings
Sunset Shapeup	Year round	Tuesday-Thursday evenings
USTA Adult League Tennis	June-July	Monday-Thursday
Wyoming Amateur Boxing Club	Sept.-June	Weekday practices Weekends tournaments
Wyoming Wind Race Mgt. Inc.	Year round	All
Cheyenne P & R Adult Softball	May -September	Monday-Friday evenings

CHEYENNE PARKS AND RECREATION DEPARTMENT
AGES & SEXES OF PROGRAM PARTICIPANTS

PROGRAM NAME	AGES	MALE/FEMALE
American Legion Baseball	CHILD 16-18	MALE
Cheyenne Church Basketball League	ADULT	MALE
Cheyenne Girls Softball League	CHILD	FEMALE
Cheynne Judo Club	ALL	FEMALE/MALE
Cheyenne P & R Youth Basketball	CHILD 7-14	M-90%,F-10%
Cheyenne P & R Dance	CHILD 4-14	M-1%, F-99%
Cheyenne Sr. Babe Ruth League	CHILD 16-18	MALE
Cheyenne Sting Soccer Club	CHILD 11-19	MALE/FEMALE
Cheyenne Youth Baseball League	CHILD 14-15	MALE/FEMALE
Cheyenne Soccer Association	CHILD K-12	MALE/FEMALE
Cheyenne Wrestling Club	CHILD UP TO 18	MALE
Co-Rec Volleyball	ADULTS	MALE/FEMALE
Cheyenne P & R Men's Basketball	ADULT	MALE
Gymnastics	CHILD 2-14	M-2%, F-98%
Hatha Yoga	ADULT	M-15%, F-85%
Jazz Exercise	AGES 12-70	MALE/FEMALE
Junior & Adult Tennis Clinics	JUNIOR & ADULTS	MALE/FEMALE
Men/Women Volleyball	ADULTS	MALE/FEMALE
Sunrise Shapeup	ADULT 18 & OVER	FEMALE
Sunset Shapeup	ADULT 18 & OVER	FEMALE
USTA Adult League Tennis	ADULT	MALE/FEMALE
Wyoming Amateur Boxing Club	AGES 8-32	MALE
Wyoming Wind Race Management Inc.	ALL AGES	MALE/FEMALE
Cheyenne P & R Adult Softball	AGES 16 & OVER	MALE/FEMALE

OBSERVATIONS AND RECOMMENDATIONS

It is recommended that consideration be given to reducing the number of class sessions from 6 sessions to 4 sessions.

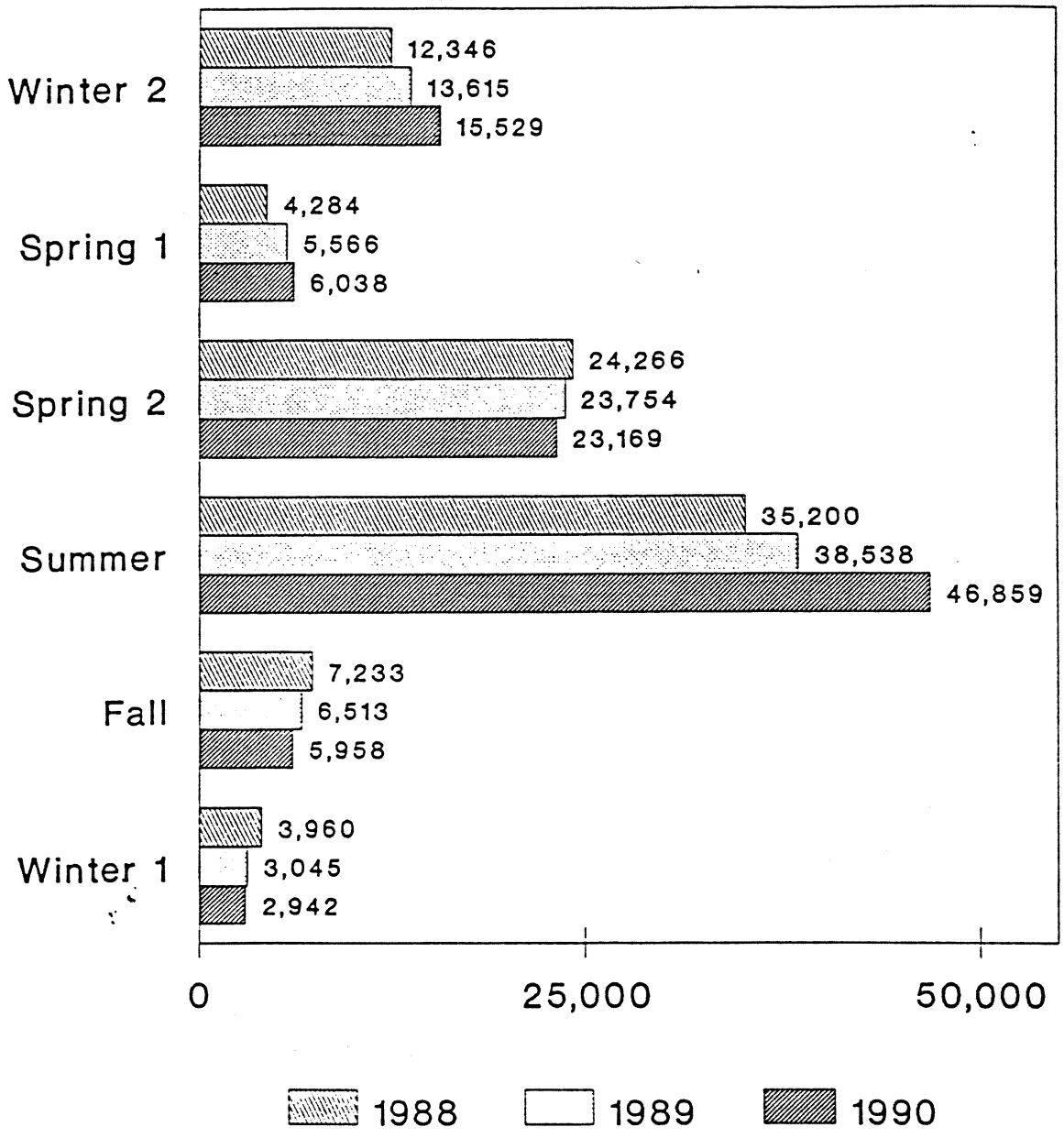
As the charts on the following pages indicate, there are great fluctuations in the numbers of participants/spectators who attend each of the six 6 week program sessions. As would be expected, the Summer session has the heaviest concentration of users, with Spring 2 being next. Combined these two sessions approximate 70% of overall participation.

In contrast Spring 1 and Winter 1 make up approximately 9% of users

We believe, that one reason for the fluctuation is the need to continually re-enroll for programs. The fact that the Parks and Recreation Department does not have an adequate computerized registration system makes such continuous registration more difficult for customers and probably results in customer lose.

We would recommend that the department go to a 1 fall, 1 winter, 1 spring, and 1 summer session rotation of 10 weeks each. Further recommendations regarding computerized registration will be made in the administration section.

Cheyenne Parks and Recreation
Enrollment By Season



CHEYENNE PARKS AND RECREATION DEPARTMENT
RECREATION PROGRAM PARTICIPATION BY PROGRAMS & SESSIONS
AVERAGE 1988-90

	Winter 11 Jan-Feb.	Spring 1 Mar-Apr.	Spring 11 Apr.-May	Summer June-Aug.	Fall Sept.-Oct.	Winter 1 Nov.-Dec.	Total By Cat.
PROGRAM							
Instructional Activities	1,103	1,073	652	1,208	854	908	5,799
% of total	7.98%	20.26%	2.75%	3.01%	13.01%	27.39%	6.24%
Drop-In Activities	3,224	2,365	871	9,097	2,531	2,377	20,465
% of total	23.31%	44.65%	3.67%	22.63%	38.54%	71.69%	22.02%
Special Events	43	1,379	9	7,051	1,552	17	10,052
% of total	0.31%	26.04%	0.04%	17.54%	23.63%	0.50%	10.82%
Event Spectators	67	479	0	8,901	153	13	9,613
% of total	0.48%	9.04%	0.00%	22.14%	2.33%	0.40%	10.34%
Sports Leagues	1,406	0	2,018	1,291	492	0	5,207
% of total	10.17%	0.00%	8.50%	3.21%	7.50%	0.00%	5.60%
League Spectators	7,987	0	20,180	12,651	985	0	41,803
% of total	57.75%	0.00%	85.04%	31.47%	14.99%	0.00%	44.98%
Average 1988-90 By Session	13,830	5,296	23,730	40,199	6,568	3,316	92,938
%	14.88%	5.70%	25.53%	43.25%	7.07%	3.57%	100.00%

CHEYENNE PARKS AND RECREATION DEPARTMENT
RECREATION PROGRAM PARTICIPATION BY PROGRAMS & SESSIONS
1988

	Winter 11 Jan-Feb.	Spring 1 Mar-Apr.	Spring 11 Apr.-May	Summer June-Aug.	Fall Sept.-Oct.	Winter 1 Nov.-Dec.	Total By Cat.
PROGRAM							
Instructional Activities	1,078	1,095	586	1,181	889	891	5,720
% of total	8.73%	25.56%	2.41%	3.36%	12.29%	22.50%	6.55%
Drop-In Activities	2,730	1,856	674	5,613	3,076	2,979	16,928
% of total	22.11%	43.32%	2.78%	15.95%	42.53%	75.23%	19.39%
Special Events	45	1,283	27	4,704	1,750	50	7,859
% of total	0.36%	29.95%	0.11%	13.36%	24.19%	1.26%	9.00%
Event Spectators	0	50	0	10,152	0	40	10,242
% of total	0.00%	1.17%	0.00%	28.84%	0.00%	1.01%	11.73%
Sports Leagues	1,267	0	2,089	1,258	506	0	5,120
% of total	10.26%	0.00%	8.61%	3.57%	7.00%	0.00%	5.87%
League Spectators	7,226	0	20,890	12,292	1,012	0	41,420
% of total	58.53%	0.00%	86.09%	34.92%	13.99%	0.00%	47.45%
Total 1988 By Session	12,346	4,284	24,266	35,200	7,233	3,960	87,289
% of total	14.14%	4.91%	27.80%	40.33%	8.29%	4.54%	100.00%

CHEYENNE PARKS AND RECREATION DEPARTMENT
RECREATION PROGRAM PARTICIPATION BY PROGRAMS & SESSIONS
1989

	Winter 11 Jan-Feb.	Spring 1 Mar-Apr.	Spring 11 Apr.-May	Summer June-Aug.	Fall Sept.-Oct.	Winter 1 Nov.-Dec.	Total By Cat.
PROGRAM							
Instructional Activities	1,119	1,133	699	1,268	848	932	5,999
% of total	8.22%	20.36%	2.94%	3.29%	13.02%	30.61%	6.59%
Drop-In Activities	3,105	2,608	813	12,032	2,568	2,113	23,239
% of total	22.81%	46.86%	3.42%	31.22%	39.43%	69.39%	25.53%
Special Events	62	1,275	0	6,312	1,380	0	9,029
% of total	0.46%	22.91%	0.00%	16.38%	21.19%	0.00%	9.92%
Event Spectators	200	550	0	6,368	220	0	7,338
% of total	1.47%	9.88%	0.00%	16.52%	3.38%	0.00%	8.06%
Sports Leagues	1,407	0	2,022	1,162	499	0	5,090
% of total	10.33%	0.00%	8.51%	3.02%	7.66%	0.00%	5.59%
League Spectators	7,722	0	20,220	11,396	998	0	40,336
% of total	56.72%	0.00%	85.12%	29.57%	15.32%	0.00%	44.31%
Total 1989							
By Session	13,615	5,566	23,754	38,538	6,513	3,045	91,031
% of total	14.96%	6.11%	26.09%	42.34%	7.15%	3.35%	100.00%

CHEYENNE PARKS AND RECREATION DEPARTMENT
RECREATION PROGRAM PARTICIPATION BY PROGRAMS & SESSIONS
1990

	Winter 11 Jan-Feb.	Spring 1 Mar-Apr.	Spring 11 Apr.-May	Summer June-Aug.	Fall Sept.-Oct.	Winter 1 Nov.-Dec.	Total By Cat.
PROGRAM							
Instructional Activities	1,112	991	670	1,176	826	902	5,677
% of total	7.16%	16.41%	2.89%	2.51%	13.86%	30.66%	5.65%
Drop-In Activities	3,837	2,630	1,126	9,646	1,949	2,040	21,228
% of total	24.71%	43.56%	4.86%	20.59%	32.71%	69.34%	21.12%
Special Events	22	1,580	0	10,138	1,527	0	13,267
% of total	0.18%	36.88%	0.00%	28.80%	21.11%	0.00%	15.20%
Event Spectators	0	837	0	10,182	240	0	11,259
% of total	0.00%	13.86%	0.00%	21.73%	4.03%	0.00%	11.20%
Sports Leagues	1,544	0	1,943	1,453	472	0	5,412
% of total	9.94%	0.00%	8.39%	3.10%	7.92%	0.00%	5.39%
League Spectators	9,014	0	19,430	14,264	944	0	43,652
% of total	58.05%	0.00%	83.86%	30.44%	15.84%	0.00%	43.44%
Total 1990 By Session	15,529	6,038	23,169	46,859	5,958	2,942	100,495
% of total	15.45%	6.01%	23.05%	46.63%	5.93%	2.93%	100.00%

As staffing capabilities and facilities allow programming should be expanded into gap areas.

Even given the dramatic growth and quality of programming, gaps still exist in citizen offerings. Chiefly these are in the areas of programs for seniors, pre-schoolers, and therapeutic programs. Each of these areas have large constituents in the Cheyenne area and are not being comprehensively provided for through publicly offered recreation programming.

Currently, there are not sufficient human resources nor adequate facilities to accommodate these needs. Both of these areas will be further addressed in the staffing and facility components of the report.

Financial

FINANCIAL OVERVIEW

The annual operating budget for the parks and recreation department is $1,893,980. Over the past few years the department has realized modest increases in its annual budget, while as the previous study information shows, serving a rapidly growing service base.

The per capita expenditures for parks and recreation operations is below national averages for municipal systems.

The percentage of annual budget supported through users fees is approximately 32%. On an average municipal park systems return 30% to 40% of operating costs through user fees.

The charts on the following two pages chart the expenditure and revenue line items for parks and recreation operations.

CHEYENNE PARKS AND RECREATION DEPARTMENT
BUDGET COMPARISONS 1989 TO 1992
EXPENDITURES

Total Budget	1989	Per Cent	1992	Per Cent	Inc./Dec.	Per Cent Inc./Dec.
Operations Divisions:						
Administration	$98,221	5.81%	$110,726	5.85%	$12,505	12.73%
Forestry	$116,473	6.89%	$145,181	7.67%	$28,708	24.65%
Municipal Pool	$166,362	9.85%	$198,803	10.50%	$32,441	19.50%
Johnson Pool	$16,979	1.00%	$22,758	1.20%	$5,779	34.04%
Sloans Lake Beach	$7,080	0.42%	$11,062	0.58%	$3,982	56.24%
Recreation Activities	$259,925	15.38%	$293,627	15.50%	$33,702	12.97%
Neighborhood Facility	$41,707	2.47%	$48,973	2.59%	$7,266	17.42%
Pioneer Park	$13,531	0.80%	$16,218	0.86%	$2,687	19.88%
Activity Center	$1,752	0.10%	$2,376	0.13%	$624	35.62%
Community House	$1,434	0.08%	$4,475	0.24%	$3,041	212.06%
Division of Golf	$267,513	15.83%	$301,073	15.90%	$33,560	12.55%
Division of Parks	$525,753	31.11%	$503,674	26.59%	($22,079)	-4.20%
Botanic Gardens	$60,314	3.57%	$79,850	4.22%	$19,536	32.39%
Special Divisions:						
Recreation	$3,070	0.18%	$10,325	0.55%	$7,255	236.32%
Softball	$47,185	2.79%	$82,309	4.35%	$35,124	74.44%
Superday	$3,711	0.22%	$12,550	0.66%	$8,839	238.18%
Soccer	$4,469	0.26%	$3,000	0.16%	($1,469)	-32.87%
Golf Capital	$54,284	3.21%	$47,000	2.48%	($7,284)	-13.42%
Total	$1,689,763	100.00%	$1,893,980	100.00%	$204,217	12.09%

CHEYENNE PARKS & RECREATION DEPARTMENT

PROGRAM FEE COMPARISONS/PERCENTAGES
1989 TO 1992

Program Area	1989 Actual	Per Cent of Total	1992 Approved	Per Cent of Total	Increase/ Decrease
Airport Golf Course	$61,778	10.86%	$77,500	12.80%	$15,722
Prairie View Golf Course	$61,351	10.79%	$66.360	10.96%	$5,009
Golf Annual Memberships (Airport)	$121,515	21.37%	$135,000	22.29%	$13,485
Golf Annual Memberships (K.P.V.)	$40,333	7.09%	$30,000	4.95%	($10,333)
Sub-total, Golf	$284,977	50.12%	$308,860	50.99%	$23,883
Pool Open Swim	$32,090	5.64%	$34,000	5.61%	$1,910
Pool Punch Cards	$10,349	1.82%	$13,000	2.15%	$2,651
Pool Lessons	$40,368	7.10%	$47,000	7.76%	$6,632
Johnson Open Swim	$2,480	0.44%	$3,500	0.58%	$1,020
Johnson Pool Lessons	$10,367	1.82%	$9,000	1.49%	($1,367)
Sub-total, Pools	$95,654	16.82%	$106,500	17.58%	$10,846
Basketball	$1,000	0.18%	$8,750	1.44%	$7,750
Basketball	$17,933	3.15%	$18,990	3.14%	$1,057
Sub-total, Basketball	$18,933	3.33%	$27,740	4.58%	$8,807
Other Recreational Programs	$47,954	8.43%	$56,000	9.25%	$8,046
Other Recreational Programs	$2,887	0.51%	$1,630	0.27%	($1,257)
Sub-total, Other Rec. Programs	$50,841	8.94%	$57,630	9.51%	$6,789
Community House	$7,715	1.26%	$9,000	1.49%	$1,825
Pioneer Park	$2,407	0.42%	$2,000	0.33%	($407)
Neighborhood Facility	$3,324	0.58%	$2,000	0.33%	($1,324)
Activity Center	$165	0.03%	$300	0.05%	$135
Sub-total, Community Centers	$13,071	2.30%	$13,300	2.20%	$229
Softball	$84,589	14.88%	$75,435	12.45%	($9,154)
Volleyball	$12,471	2.19%	$12,800	2.11%	$329
Superday	$3,988	0.70%	$10,850	1.79%	$6,862
Botanic Garden	$461	0.08%	$300	0.05%	($161)
Park Shelter	$3,602	0.63%	$5,000	0.83%	$1,398
Canoe Lessons	$17	0.00%	$70	0.01%	$53
Paddle Boats/Canoes	$0	0.00%	$0	0.00%	$0
Total	$568,604	100.00%	$605,685	100.00%	$37,081

OBSERVATIONS AND RECOMMENDATIONS

Revenues as a percent of operating costs are increasing for recreation programs.

Over the past five years, the recreation division has done an excellent job in controlling expenditures costs and increasing revenues in relationship to budgeted amounts.

Key points include:

- Between 1986 & 1990 expenditures to support programs decreased from $280,810 to $260,433, saving $20,377.

- During the same period actual program revenues increased from $68,702 in 1986 to $86,147, an increase of $17,445.

- The result from the decreasing expenditures and increasing revenues was a decrease in tax support of $37,822 during this period.

The following pages show a synopsis and graph of this progress.

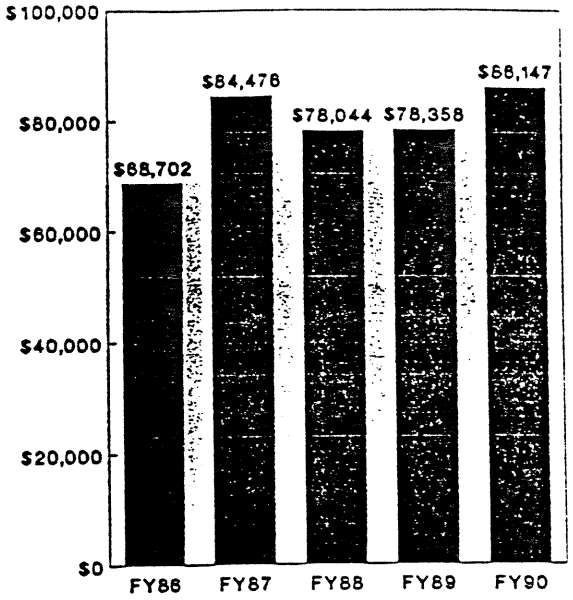
CHEYENNE PARKS & RECREATION DEPARTMENT
RECREATION DIVISION FUNDING COMPARISONS
1986 TO 1990

	FY86	FY87	FY88	FY89	FY90	$ Inc/Dec 86-90	% Inc/Dec 86-90
Budget Allocation	$289,880	$292,048	$258,195	$262,880	$259,637	($30,243)	-11.65%
Budget Expenditure	280,810	270,079	246,736	259,925	260,433	(20,377)	-7.82%
Expenditures Less Than Allocation	$9,070	$21,969	$11,459	$2,955	($796)	($9,866)	
Program Funding:							
Actual Expenditures	$90,218	$84,000	$67,734	$76,982	$74,591	($15,627)	-20.95%
Actual Revenues	68,702	84,476	78,044	78,358	86,147	17,445	20.25%
Net Gain/Loss	($21,516)	$476	$10,310	$1,376	$11,556	$33,072	
Revenue Recovery %	76.15%	100.57%	115.22%	101.79%	115.49%		34.06%
Total Recreation Division Funding and Program Revenues:							
Budget Expenditure	$280,810	$270,079	$246,736	$259,925	$260,433	($20,377)	-7.82%
Actual Program Revenues	68,702	84,476	78,044	78,358	86,147	17,445	20.25%
Difference	$212,108	$185,603	$168,692	$181,567	$174,286	($37,822)	-21.70%
Revenue Recovery %	24.47%	31.28%	31.63%	30.15%	33.08%		26.04%

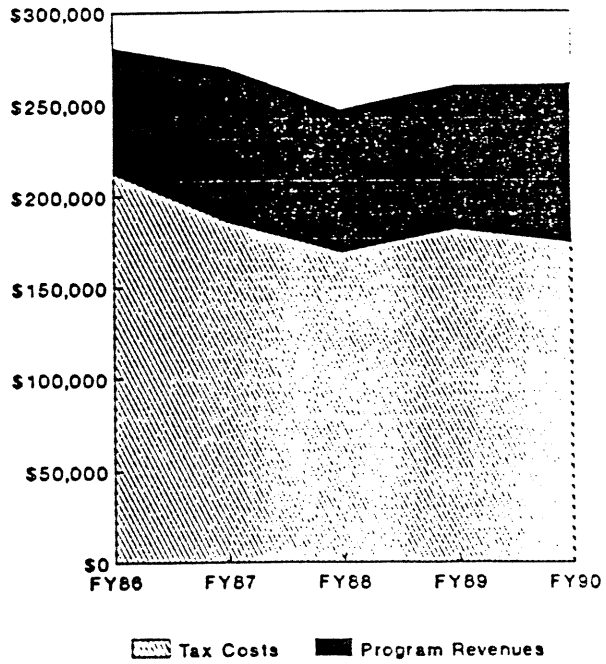
CHEYENNE PARKS & RECREATION DEPARTMENT
ANALYSIS: FEES TO EXPENDITURES
1989 Actual TO 1992 Budgeted

	1989 Actual	1992 Budgeted
Revenues from Fees	$568,604	$605,685
Total Department Expenditures	1,689,763	1,893,980
Difference	1,121,159	1,288,295
% Program Revenues to Expenditures	33.65%	31.98%

Cheyenne Parks and Recreation
Recreation Division Revenues
Are Increasing...



Allowing Tax Costs To Decrease

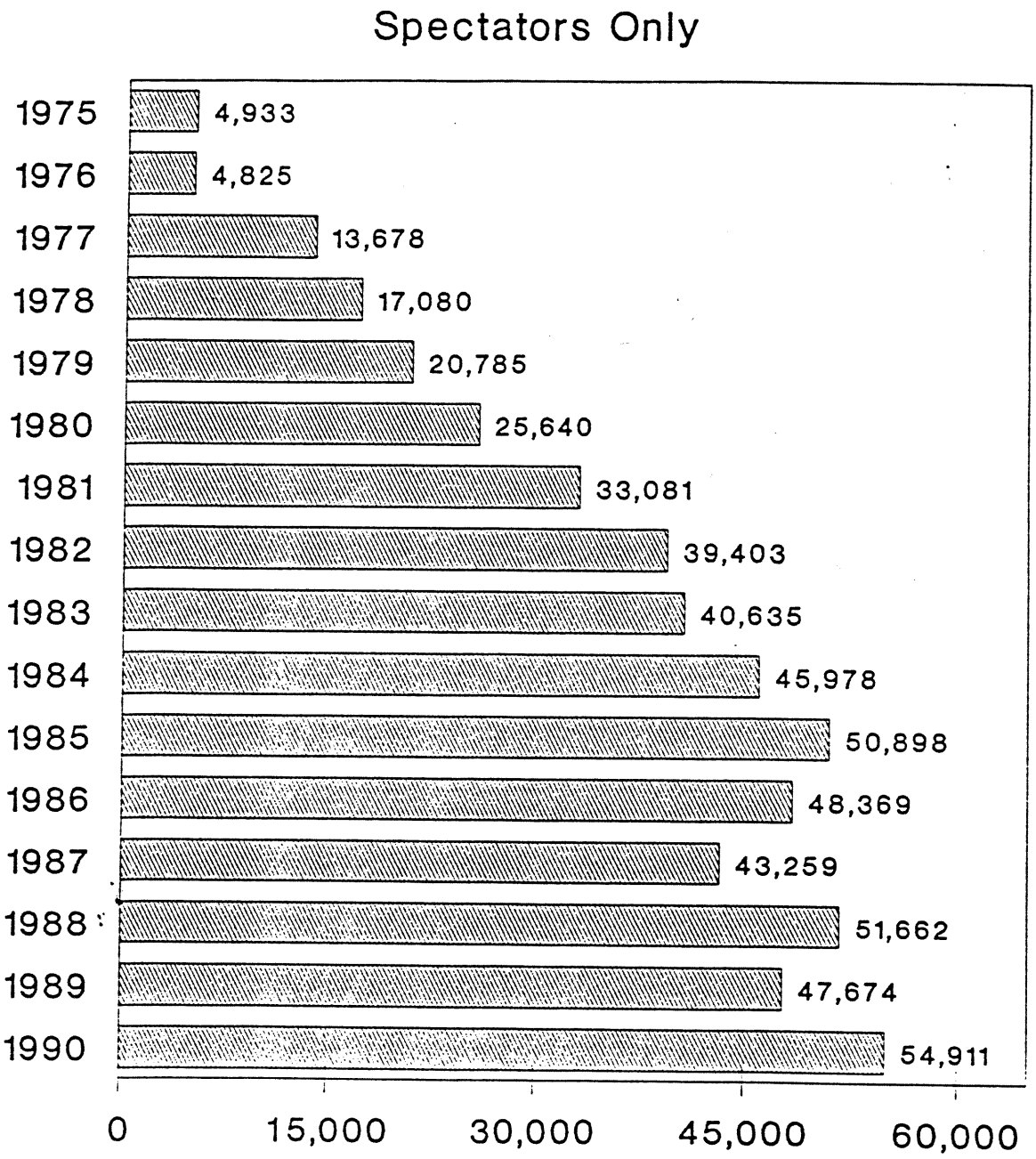


The department should pursue opportunities to self operate concessions.

As the chart on the following page indicates, program spectators make up over half the attenders at Cheyenne Parks & Recreation programs. In 1990, spectators equaled 54,911 people per year out of a total attendance of 100,495. A vast majority of these spectators are for adult athletic programs, i.e. softball, basketball, volleyball. Presently the spectators bring no revenues into the Parks & Recreation operations. By **initiating in-house concession operations**, this potentially large revenue source can be tapped.

Typically Parks & Recreation systems can earn between $.50 and $1.00 per person from concession sales. This would equate from between $50,000 and $100,000 in annual revenues, with a potential profit margin of one-third this total. This would make concession operations the second largest program from a revenue standpoint within the Parks & Recreation system.

Cheyenne Parks and Recreation
Spectators' Growth Equals Potential Customers for Self-Operated Concessions



OBSERVATIONS AND RECOMMENDATIONS

Initiate self operation of miniature golf course and concession operations at Lions Park upon expiration of present contract.

Many Parks & Recreation systems are going towards self operations of revenue facilities such as this. They are a good source of operating revenues with capital costs generally able to be paid off within a three year period of time. This allows the programs to be a good source of net revenues to the department on an annual basis.

In the alternative, a significant increase in the percentage of gross revenues derived from the private concessionaire contract should be negotiated. Presently the department is realizing less than 5% of gross revenues as its payment for space rental. This is extremely low.

Most concessionaire agreements should pay back between 15% and 20% of gross operations, particularly when they are in excellent traffic locations and when the capital costs have been amortized. This will be the case by 1994, with the present concessionaire operator.

OBSERVATIONS AND RECOMMENDATIONS

Golf course operations should break even on operational costs.

In 1989, the golf course lost $36,829 through operations, costs which needed to be subsidized through tax revenues. In 1992, it is projected that the golf course will lose $48,123 on operations; (see following page) again dollars which will need to be subsidized through tax revenues. This lossage equates to approximately 15% of total operations.

Municipal golf courses should break even on operations. In the case of Cheyenne's two golf courses, a principal reason they are not is the terms of the contract with the golf professional. At the present time, the City receives little to no revenues from cart rentals, food and beverage concessions, and driving range.

Most Parks & Recreation Departments are self operating their golf courses and receiving the bulk of revenue from these areas. It is recommended that when the present pro contract expires that the city should begin self operating the course. Such operations would include the clubhouse, taking green fees, cart rentals, and driving range.

Lessons operations are recommended to be contracted with a golf professional or other qualified person, much as recreation classes as contracted to trained instructors.

If possible the city should invest in the purchase of golf carts as net revenues will be greater to support operations. It is recommended that the purchases be made over a three year period and that a three year replacement schedule be implemented. This will require leasing 2/3rds of golf course carts the first year of operations along with the 1/3rd to be purchased; and leasing 1/3rd of the carts the second year of operation along with the carts to be purchased.

As an alternative to self operation the city should accept proposals from interested golf course professionals for operation of the two municipal courses at the expiration of the present golf professionals contract. Such RFP's are an excellent manner of finding out the market value of the golf course.

OBSERVATIONS AND RECOMMENDATIONS

As the critical mass of programs builds at Lion's Park it is important that the department maximize its abilities to serve customers in a comprehensive manner and generate needed revenues.

Self operations of the miniature golf course will be a positive move towards accomplishing both goals.

CHEYENNE PARKS & RECREATION DEPARTMENT
MAJOR PROGRAMS COMPARISON
1989 TO 1992

	1989			1992		
PROGRAM	Revenues	Expenses	Net/Loss	Revenues	Expenses	Net/Loss
Golf Course	$284,977	$321,797	($36,820)	$308,860	$357,073	($48,123)
Pools	95,654	183,341	(87,687)	106,500	221,561	(115,061)
Community House	7,715	1,434	6,281	9,000	4,475	4,525
Pioneer Park	2,407	13,531	(11,124)	2,000	16,218	(14,218)
Neighborhood Fac.	3,324	41,707	(38,383)	2,000	48,973	(46,973)
Activity Center	165	1,752	(1,587)	300	2,376	(2,076)
Softball	84,589	47,185	37,404	75,435	82,309	(6,874)
TOTALS	$478,831	$610,747	($131,916)	$504,095	$732,985	($228,890)

OBSERVATIONS AND RECOMMENDATIONS

Fees for programs need to move towards paying both direct costs and a greater portion of indirect costs.

Fees for Parks & Recreation programs presently pay only direct costs of programs. Presently these program fees do not pay and costs for administration, full time staff, utilities, etc.

With the proposed development of a new community center, this type of funding approach will not be cost effective. Such a center will have substantially higher operating costs from maintenance or full time staff which will either need to be funded through user fees and/;or tax revenues. In order to sell the Community Center, these costs should be principally paid for through user fees.

It is recommended that one additional fund for Parks & Recreation be established. As an example, revenues into this fund can be set aside to help defray operating costs for the proposed Community Center during its first few years of operation. These revenues should come from programs which will benefit from the Community Center, i.e. adult basketball and volleyball, youth basketball, dance, yoga, aerobics, and jazzercise.

In each of the program areas, a capital improvement investment fee should be assessed to participants. We would suggest this fee be between 5% and 10% of total fees for classes to be assessed on an individual basis and/or a similar percentage for team participation.

Development of such a fee policy will create an investment "partnership" between the City and users for the development of the Community Center.

The following pages show present fees for major programs and their percent increase/decrease over the past three years.

Following these pages is a document entitled "When User Fees are Justified" and a sample "Policy for Establishing Fees and Charges."

Resources for Parks and Recreation programs and operations are typically provided through the 5th Penny Tax, City Budget, program revenues, donations, volunteer labor and facility sharing (i.e. the School District facilities).

Several opportunities for future funding resources to consider include forming a recreation district for the City and assessing up to the maximum allowed one (1) mil on the City/Recreation District current valuation. This could provide up to **$154,000** per year for programming and operational uses (this dollar amount was provided by the City Mayor's office). If these dollars would be in addition to the City budget and not a means to reduce the City budget allocated to Parks and Recreation Departmental use, then this may be an appropriate means to increase funding sources for expanded departmental services and capital reinvestment. Should a mil levy be assessed as a means to reduce the City's budgetary support for the parks and Recreation Department, then this plan recommends not instituting the assessment.

Several other pending sources of funds of which the City could direct a portion for Parks improvements are:

1. The City Initiative by the Wyoming Association of Municipalities improvement financing currently under consideration by the State Legislature could grant cities taxing authority in financing new capital improvements.

2. The State has accrued a pool of funds to be dispersed after the current legislative session. This one-time fund source could provide for some park land acquisition or capital improvements selected from this plan's recommendations.

3. Property tax increases could provide considerable funding resources assuming an affirmative vote in 1994 to remove the established tax cap.

CHEYENNE PARKS AND RECREATION DEPARTMENT
PROGRAMS FEES 1989-91

PROGRAM NAME	PER	1989	1990	1991	% Inc. 1989-91
American Legion Baseball					
Cheyenne Church Basketball League	Team	$250	$250	$250	0.00%
Cheyenne Girls Softball League	Team	$225	$225	$225	0.00%
Cheynne Judo Club					
Cheyenne P & R Youth Basketball	Ind.		$19	$25	
Cheyenne P & R Dance	Ind @ Hr.	$2	$2	$2	0.00%
Cheyenne Sr. Babe Ruth League	Ind	$50	$50	$50	0.00%
Cheyenne Sting Soccer Club	Ind	$70	$70	$70	0.00%
Cheyenne Youth Baseball League	Team	$275	$275	$275	0.00%
Cheyenne Soccer Association	Team	$175	$175	$175	0.00%
Cheyenne Wrestling Club	Ind	$27	$27	$27	0.00%
Co-Rec Volleyball	Team	$120	$120	$120	0.00%
Cheyenne P & R Men's Basketball	Team	$325	$325	$325	0.00%
Gymnastics	Ind	$12	$12	$12	0.00%
Hatha Yoga	Ind			$10	0.00%
Jazz Exercise	Ind			Various $4 @ hr. $20 @ 8 classes	0.00%
Junior & Adult Tennis Clinics					
Men/Women Volleyball	Team	$105	$110	$110	4.76%
Sunrise Shapeup	Ind			$12	0.00%
Sunset Shapeup	Ind			$12	0.00%
USTA Adult League Tennis	Ind	$35	$35	$35	0.00%
Wyoming Amateur Boxing Club	Ind	$15 to $50	$15 to $50	$15 to $50	0.00%
Wyoming Wind Race Management Inc.	Ind	$5 to $15	$5 to $15	$5 to $15	0.00%

WHEN USER FEES ARE JUSTIFIED

Park and recreation services may be classified into three distinct categories: public; private; merit services. Where a particular service falls in this classification, the system determines whether a fee should be assessed for the service and at what level.

Basic services are those which tend to preserve and promote a high level of quality of life, conservation and preservation of limited open space and protection of natural systems; provide safety, provide park and recreation services and facilities to groups with limited ability to provide for themselves, such as the young, the aged, and the disabled. Everyone benefits equally. Therefore, public funds should be used for acquisition of lands, improvement of property, management of resources, maintenance and basic services. Example: hiking trails, public awareness programs, etc.

Private services are those where only the participant consumes food or retains materials for their own personal use. These costs should be passed on to the participant.

Merit services are those where consumers benefit the most and should pay the most, but others in the community receive some indirect benefit and should financially support the service to a lesser degree. Example: picnic shelter, interpretive service, preschool instruction, therapeutic programs, senior programs, and facility rental.

TYPES OF FEES

Entrance fees are charges to enter a large park, botanical garden, zoo, farmparks, or special recreation areas. The areas are usually well defined but one not necessarily enclosed. The entrance is the patron's first contact with the park, however it may contain additional facilities or activities for which fees are charged.

Advantages: To obtain revenue to supplement maintenance and operational costs of the area; and to control visitations.

Disadvantages: People feel that they are paying the full cost of the operation and maintenance of the facility and in most cases it covers 50% or less. It's hard to adjust fees without public outcry.

Admission fees are described as charges made to enter a building, structure or natural chamber. These facilities usually are an exhibit, show, ceremony, performance, demonstration, or special equipment. Entry and exits are normally controlled and attendance is regulated.

Advantages: To augment funds for operation and maintenance of the structure; to amortize the capital cost of the structure, in particular where the structure is financed through revenue bonds; to obtain income for the cost of programs which often take place in such structures, such as performance in an auditorium.

Disadvantages: Seasonality of the business; the park department has to keep the exhibits, demonstrations fresh to build in user return. It's difficult to cover operating cost as well as future capital cost to keep up the facilities through strictly admission operation. The park system must develop a combination of admission fees, concession, sponsorship, memberships and grant support.

Rental fees are payments made for the privilege of exclusive use of tangible property of any kind. This fee gives the patron the fight of enjoying all the advantages derived from the use of the property without consuming, destroying, or injuring it in any way. Objectives of charging rental fees may be:

1. To provide equipment for the enjoyment of a recreation area, which the visitor may not have provided for themselves.

2. To provide equipment to enable visitors to learn new recreational enjoyments which they might not otherwise enjoy, faced with initial purchase of their own equipment.

3. Rental fees should be sufficient to pay for the entire cost and replacement of the equipment and for cost of operating the rental service.

4. Short term rental of space such as a room or parking space may be charged where this space is special or exclusive additional privilege to the user.

Advantages: Rental fees help control use of facilities at the same time bringing back revenues to help support the cost of operation, maintenance and furnishings. It also helps in introducing new activities to a user through equipment rental without the park patron making an initial investment.

Disadvantages: Sometimes it is difficult to charge the appropriate rate to cover costs associated with the rental of the building such as heating, security, equipment usage, cleanup and scheduling costs. Also the public doesn't always understand why they should pay a rental charge for a public facility for their use. The key is to pass on cost that is over and above the cost they would have incurred if they would not have had the rental.

Rental fees would include buildings, pavilions, picnic equipment, tents, barbecue equipment, sailboats, canoes, cross country ski equipment, bicycles, camping equipment, etc.

User fees are defined as charges made for the use of a facility, participation in an activity, or fares for a controlled ride. The patron usually enjoys the privilege of use simultaneously with others. The objectives of user fees are as follows:

1. To amortize the capital investment and cover maintenance and operational cost where a facility is financed on the revenue bond principle. An example would be a golf course, beach recreation facility such as a softball field, or indoor recreation facility area.

2. To pay for or augment operations and maintenance cost for a facility where tax appropriations support the basic service.

3. To control use of the facility.

4. To access a portion of the costs of the facility to users who may not be tax supporters.

5. To enable the parks and recreation agency to provide facilities or participation programs for which funds might not otherwise be available.

Advantages:

1. The agency can offer high quality programs to its user without spending tax dollars to support someone else's experience.

2. It allows payment for services that would not be provided to the individual if the charge were not paid.

3. As costs for labor, supplies, utilities and services increase these costs can be supported and passed on to the user with minimal impact. The key is not pricing the service higher than the market will bear thus killing the demand for the service.

Disadvantages:

1. When introducing a user charge, not pricing the user fee correctly the first time. Thus, this becomes the reference price in people's minds and it becomes difficult to change.

2. There is the possibility of closing out people who would like to take advantage of the service but because the cost is too high are not able to do so. A recommendation to solve this problem is to set up a scholarship program whereby people who can't pay can apply based on need to take advantage of a service through the scholarship fund. This is a very effective tool. Funding for the scholarship fund can come from businesses and private individuals.

3. An agency needs to utilize creative ways to implement user fees to take advantage of prime time, non prime time, season passes for user who utilizes a program of facility many times a year and establish seasonality pricing schemes to motivate people to still use a service even though weather conditions might not be the best.

Sales Revenues are revenues obtained from the operation of gift shops, concessions, restaurants, bait and marina stores, and the sale of merchandise or other property. Unconditional ownership of the item must pass from the seller to the buyer with each sale. Objectives of sales revenue may be:

1. To provide needed supplies which the visitor cannot obtain in the general park vicinity.

2. To provide merchandise which adds to the visitor's enjoyment of the area.

3. To provide sufficient revenue to cover all cost of all operations and produce a profit or surplus revenue available for expansion of parks and recreation services.

Advantages: An agency can market it's products, logo, location and service quality to it's customers through effective management and merchandising. profit margins on sales operations range from 25% markup to over 100%. These revenues can be targeted to building up grades, marketing of the overall facility or park as well as cover a host of incidental cost. One key to setting up gift shops, concessions, restaurants, or a bait and marina store operations to establish a proprietary fund.

Disadvantages: It usually takes two to three years for concession operations to fully be capable of operating a profit to any level. This is because the inventory to match client need takes time to establish as well as time to build a client base on user return. The first two years of concession operations should at best break even and be viewed strictly as a service to your users. Capital pay backs on equipment should be amortized over five years.

All sales operations should be set up on an enterprise basis or a special revenue fund basis so that all the flexibility available to the private sector is enjoyed by the management of this type of service.

License and Permit Fees are synonymous. A license is a written acknowledgement of consent to do some lawful thing without command. It is usually issued by a division of government. A license ordinarily involves permission to perform an action, but it seldom grants authority to occupy space or use property.

1. To produce revenue sufficient to control and conduct of the activity. In many cases a license fee may not be legally charged exceeding the cost of control.

Examples of License Fees are as follows: License to sell alcohol on park premises or consignment items whereby the product is supplied by an outside vendor and the risk is on the vendor. This also could be extended to a caterer to supply services to park facilities. This can be a very lucrative revenue source for the park department.

2. Permit Fees grant special privileges to the permitter and may be sufficient to cover costs of not only control and operation but may produce surplus revenues.

Permit Fees range from allowing groups to have exclusive use of certain areas of the parks, to allowing people to have special parking permits to use special park facilities.

Typical permit fees range from parking cost of $2.00 to $4.00 for events; to hunting permits for $25.00 to $40.00 per person per zone area; camping at $8.00 to $12.00 depending upon the amenities, (water, electricity, sanitary dump, showers) available to the campers.

Advantages: License and permit fees allow the park department a tremendous amount of control over outside special users who would like to use the park for their own private use for some capital gain. It also allows the park department a consistent revenue source throughout the year to supplement times that they are not using the park facilities for programs and department sponsored events.

Disadvantages: The key to the success of this permit and license program is effective monitoring and putting the dollars generated back into keeping the facilities upgraded and maintained well. Secondly, getting a competitive percentage for the opportunity to manage a service on public owned property. It's important not to politicize this bidding process otherwise the park department and the public lose out in the end.

Special Service Fees: Are charges made for supplying extraordinary articles, commodities, activities or services as an accommodation to the considered user as a required governmental service. objectives for charging said fees may be:

1. To enable the user to pay the program costs of the special service from which he or she benefits.

2. To enable special services to be rendered by the park and recreation agency without underlying adding to the overall public tax load.

3. To develop income for improving the quality of the recreation program by adding service, variety and competent administration, supervision and program people.

Examples of Special Service Fees are as follows: Extra table rental for event, firewood brought in to supply an event, extra security for events, concerts, parades; special equipment needed to put on a program or event that is outside of customary service amenities offered by the department, others include VCR rental, slide projectors, overhead projectors, table cloths, portable grills, portable restrooms, electrical generators and special maintenance assistance. Each one having its own special rate.

The **advantages** of having this special service fee available is that it allows the park department to provide a wide range of services to accommodate a host of different type of user groups and recoup its cost of purchasing and replacement of this equipment. It's a good revenue source for the department.

Disadvantages: It takes away from daily operations of your maintenance crew in set up and take down. It is recommended that if a park department gets into this type of service that it develops a special services crew to do all the extras required to meet the service demands of the outside user. This crew can be seasonal in nature.

It is important that the outside special groups work closely with the park system so that they represent the park department in a positive light at all times.

POLICY FOR ESTABLISHING FEES AND CHARGES
(SAMPLE)

Statement of Philosophy

The underlying principle of financing public park and recreation programs is to offer an efficient, balanced program of services and facilities insuring that all citizens have equal opportunity and choice of participation. Since the demand upon the Park District is greater than the tax revenues available to support all of the demand, it is necassary to charge fees for selected programs, services and facilities, particularly in instances where such program, service or facility is directly consumed by the individual for his or her own personal benefit.

Fees and charges provide only one source of finance for the Park District. A system of fees and charges must supplement other resources available to the Park District, not replace themor be used to diminish the Park Districts' responsibility to provide public open space and leisure opportunitites for all citizens.

General Premises

The general benefit of services, programs and facilities made possible through the implementation of fees and charges must exceed any detriment imposed by the fees themselves and collections must be practical.

Fees should be assigned to a service where one or more of the following conditions exist:

1. Cost per user hour of the service or the facility is high. This may be so where:

   a. The service uses consumable materials.

   b. The service requires a facility with high capital, operating or maintenance costs.

   c. The service requires special preparation or clean-up.

   d. The service requires special instruction at extra cost.

2. A fee will expand activities for all people, with the least possible cost to masses, therefore, charging aids in the providing of activities of a special interest nature that extends the program beyond the normal operation. The extension of recreation services shall be based on need and not entirely on the revenue producing value of the service.

3. Use of the service or facility tends to be limited to a relatively few individuals or special interest groups of a private character, therefore, those who benefit to the exclusion of others should pay something extra for the priveleges enjoyed.

4. Park district property is used for private economic gain, therefore, the fees charged for use of facilities by private and closed membership groups shall be comparable to commercial rates.

5. Admission to special events where profits are used to extend the activity or cover the cost of the event.

POLICY FOR ESTABLISHING FEES AND CHARGES
(SAMPLE)
(Continued)

6. Imposition of a fee serves an independent function such as:

   a. Allocating limited facilities among a large number of users.

   b. Aiding in discipline and control.

   c. Promoting respect for activity and/or more services.

7. The public demands more activities or more services.

8. Lack of revenue continues status quo.

9. Revenues could support promotion and marketing of services by building promotional cost into fee structure.

Any system of fees and charges may be found to have inequities for certain individuals or groups. Therefore, the Park District must recognize those special situations and be flexible in order to meet them. Where individuals have a known inability to pay the established fees for basic programs and facilities, fees should be paid from special funds established for that purpose. Sponsors should be secured to develop this fund.

(SAMPLE)

PROGRAM FEE POLICY

Purpose:

The Program Fee Policy is utilized by staff as the procedure for developing fees for Recreation Programs. The objectives of the Program Fee Policy are:

(1) To establish program fees that are consistent and equitable.

(2) To establish program fees that are acceptable to the public and in turn, encourage participation.

(3) To establish program fees that are considerate of the public's ability to pay.

(4) To establish program fees that will recover a significant portion of individual program costs and in turn, reduce dependance on tax monies for programming purposes.

Procedure for the Development of Program Fees:

When establishing program fees, the staff will utilize the following formula:

Fixed Cost + Variable Cost + 15% Administrative Fee - Program Subsidy/Number of Participants = Program Fee

Program Subsidy for Individual Age Groups:

Age Group	Percentage of Costs Recovered Through Fees
Children (preschool 1-12 years old)	70%
Teens (13-18 years old)	80%
Disabled/Disadvantage	60%
Adults	100%
Senior Citizens	70%

The program subsidies listed above will only be utilized as guidelines for staff when developing program fees. Staff should always attempt to recover all costs of an individual program through fees, grants, donations or other revenue sources. No program which is projected by staff to recover a smaller percentage of its costs through fees than is listed above shall be offered without prior approval of the Commission

MARKETING

MARKETING OVERVIEW

Currently, promotion of the Parks and Recreation Department activities is handled chiefly through distribution of a one page newspaper supplement. The supplement is issued six times per year, in relationship to sessions of recreation programs.

Free public service announcements are also used mostly on radio and in the newspaper.

A flyer (9000 each session) is sent through elementary schools for each program session (6) and special events or leagues separately.
Marketing for each division of parks and Recreation is chiefly handled through that division, with the exception of the newspaper supplement.

The staff makes excellent use of existing computer software for marketing purposes and would make additional good use of new purchases.

The following two pages indicate current methods of marketing utilize by program offerings.

METHODS FOR MARKETING PROGRAMS

PROGRAM	HOW PROGRAM IS MARKETED
American Legion Baseball	Sponsorships, program advertising, fund raisers.
Chey. Church Basketball League	No marketing, word of mouth.
Chey. Girls Softball League	PSA's in newspaper, radio, TV, school, paid announcements.
Chey. Judo Club	PSA's in newspapers, radio stations, flyers to school, brochure.
Youth Basketball League	PSA's in newspapers, radio stations, flyers to school, brochure.
Chey. Parks & Rec. Dance	PSA's in newspaper, radio, flyers to school and sometimes TV.
Chey. Sr. Babe Ruth Baseball	Newspaper, schools, radio.
Chey. Sting Soccer Club	Radio, newspaper, TV, newsletter.
Chey. Youth Baseball League	PSA's in newspaper, radio, TV, mailers.
Chey. Soccer Assoc.	Schools, TV & newspaper
Chey. Wrestling Club	Brochure, PSA's to newspaper, radio, flyer to school.
Co-Rec Volleyball	PSA's to newspapers, TV, radio stations, Recreation Brochure Send flyers to last year's team rep.
Chey. P & R Men's Basketball	Newspaper, TV, radio, flyers, mailings, word of mouth.
Gymnastics	PSA's in newspaper, radio and sometimes TV, flyers sent to schools.
Hatha Yoga	PSA's in newspaper, radio and TV, brochure, paid ad to radio station, school flyers, government office flyers.
Jazz Exercise	All media except TV.
Junior & Adult Tennis Clinics	Recreation newspaper insert
Men/Women's Volleyball	PSA's in newspaper, TV, radio, brochure, and flyer sent to last years team reps.

METHODS FOR MARKETING PROGRAMS

PROGRAM	HOW PROGRAM IS MARKETED
Sunrise Shapeup	PSA's in newspaper, radio, TV, brochure, school flyers, government office flyers.
Sunset Shapeup	PSA's in newspaper, radio, TV, brochure, school flyers, government office flyers.
USTA Adult League Tennis	Newspaper, flyers, signs, word of mouth.
Wyoming Amateur Boxing Club	Word of mouth, PSA's to media sources.
Wyoming Wind Race Mgmt., Inc.	Newspapers, radio, TV, flyers.

As soon as possible, the department should replace its newspaper supplement with a brochure with paid advertisements that is direct mailed to resident/users.

Such brochures are generally better received by citizens, are kept longer because of their greater durability, and result in increased fee revenues.

Opportunities for advertising in the brochure should be pursued. Such advertising opportunities are greater in direct mail brochures because of the brochures higher paper quality and longer life.

Such advertising can include coupons and other business promotions. Revenues from advertising monies should be used to defray brochure costs.
Readability is an important component of any brochure. The customer should know where to find the information they want.

The following pages show examples of formats which will be helpful in brochure development and a mailing list which Cheyenne can join to exchange brochures with other Parks and Recreation Departments.

GUIDELINES FOR A SEASONAL BROCHURE

Please submit all information for programs and classes typed according to the format guidelines listed. Following these guidelines will make for less typing, fewer opportunities for mistakes and omissions and a consistent presentation throughout the brochure. These may seem stringent and laborious to abide by, but they are necessary to aid outside typesetters in putting what you want to say in print in an orderly fashion for the public.

1. Please make a cover sheet for the information you turn in to the Public Relations Coordinator. The cover sheet should include your name, supervisor's approval, page heading, subheadings (if any) and list of course/programs.

2. Each page heading should have a short general description that leads the reader into the offerings. This is an ideal spot to identify and explain the purpose of the program/division and list general information about classes (meeting facilities, instructor qualifications, age requirements, etc.).

3. Please have course descriptions typed in the following format. Each course or program should be on a page by itself.

   Page head and subhead

   Program Title
   Age Groups and Limits
   Number of lessons, length of lessons, fee

   Program description_____
   _____
   _____

   Instructor(s):_____
   min._____ max._____
   Code Date Starts Time Location

4. Brochure Schedule: Deadlines to be announced.

Breakdown Of Parts To A Course Listing

Program Title: List the name of the program exactly as it is to appear in the brochure.

Age Group and Limits: Please be specific and consistent when determining age groups. Indicate whether it's for youth, adult, men, women, girls, or boys - and the age limitations (16 and over, ages 3 to 6, etc.).

Number of Lessons, Length of Lessons, Fee: Please spell out the number of lessons (eight instead of 8). Indicate the length of each lesson in minutes unless it is over 60 minutes (60 minute lessons, 1 1/2 hour lessons). The work "lessons" should be used to aid in consistency of presentation; if the program is not instructional, please use the work "sessions". The fee should then follow (preceded by a coma) with a dollar sign and the appropriate amount in digits ($3 not $3.00).

Program Description: These need to be as thorough as possible. You may want to consider questions you might ask if you were taking the course. Then, present all pertinent information in a clear and concise manner. If descriptions from previous brochures are used, be sure to update the information and make necessary changes in the copy (dates, seasons, name(s) of instructors, locations, etc.). Be sure to include all benefits that a participant will receive - sell your program! Use active verbs and phrases, and keep it simple.

Instructor(s): Include name(s) of instructor(s) after the description of the course or program. Be sure to check with the individual(s) for correct spelling.

Minimum and Maximum: Set these according to size of facilities, number of instructors and program cost. If minimum and maximum are the same, list on the maximum in the brochure. List them as minimum_____, maximum_____ (do not capitalize minimum or maximum).

Code: Code numbers for programs and classes will be the same as their respective fund codes. Please check with Registration for proper codes.

Day(s): Indicate here what day(s) of the week the class meets. Please use the following abbreviations:

Monday through Friday	M-F	Monday	MON
Monday and Wednesday	M&W	Tuesday	TUE
Tuesday and Thursday	T&TH	Wednesday	WED
Monday and Friday	M&F	Thursday	THU
Monday, Wednesday, Friday	MWF	Friday	FRI
		Saturday	SAT
		Sunday	SUN

If a class will not meet due to a holiday, indicate so under the columns by writing: NOTE: Classes will not meet on __Date(s)_____ due to the _____ holiday.

Starts or Date(s): Please indicate the date on which the class begins and be sure to make certain that the date listed corresponds with the day listed. If the program only meets once, use DATE as the column heading. If a class does not meet in consecutive weeks, list each date the class meets in this column (and head the column with DATES). Use 3 letter abbreviation for months as shown below (ALL CAPS PLEASE):

JAN	APR	JUL	OCT
FEB	MAY	AUG	NOV
MAR	JUN	SEP	DEC

Time: Please indicate here the time (including the duration) that the class or program starts. It should have a colon only if the class does not start on the hour (9 a.m., not 9:00 a.m.), and please insert the periods in a.m. and p.m.

Location: P;ease use the full name of the park in which your class/event will be held. If your class/event will be held outside Lake Metroparks, please list the name and city and brief directions.

For trips and limited programs, sign-up deadlines should be listed. If pre-trip meetings are needed, you may want to list the time and date of the meeting (but not necessarily the location so you don't get non-registered persons showing up).

Please submit TWO copies of the newsletter material to the Public Relations Coordinator according to the issue's production schedule. Don't forget to keep a copy for your files. After copy is reviewed, and changes are made, revised copies will be made and distributed to appropriate persons. Originals will go to the printer.

The rough layouts and copy will then be turned in to the printer who will typeset it and make a layout, from which we will receive the first set of proofs.

When you receive proofs, please check the copy for accuracy and typos. Mark any corrections directly on your set of proofs in RED ink.

Also, this is the time to indicate where you want color (if applicable). Highlight the items to be in color.

These proofs will be returned to the printer for corrections. The Public Relations Coordinator will review the corrected set of proofs from the printer to make sure all mistakes were corrected.

SAMPLE:

Photo Primer
Young adults and adults, 14 and older
8 - 1 1/2 hour sessions

Photo Primer - Attention all amateur and novice 35mm camera enthusiasts: this is your opportunity to expand your knowledge and skill in the operation of a 35mm camera. These video programs, created by the Eastman-Kodak Company, cover a wide spectrum of photographic knowledge and are sure to entertain as well as educate. Although much of the information discussed deals with the versatile 35mm camera, basic principles and creative ideas can be applied to all cameras so everyone is encouraged to attend this eight part series.

Code	Days	Starts	Time	Location
	TH	NOV 10	7:30 P	Penitentiary Glen

NOTE: Classes will not be held November 24 due to the Thanksgiving holiday.

PARKS AND RECREATION DEPARTMENTS
BROCHURE EXCHANGE
MAILING LIST

Anne Rumble
Department of Leisure Service
P.O. Box 2128
Dothan, AL 36302

Casa Grande Parks &
Recreation Department
300 E. 4th St.
Casa Grande, AZ 85222

City of Chandler
Community Services Department
125 E. Common Wealth Ave.
Chandler, AZ 85225

Joseph H. Holmwood, Director
Parks, Recreation & Cultural Div.
125 N. Hobson St.
Mesa, AZ 85203

City of Tempe
Community Services Dept.
Attn: Public Relations
3500 S. Rural Rd.
Tempe, AZ 85282

Community Services Supervisor
San Mateo Parks & Recreation
330 W. 20th Ave.
San Mateo, CA 94403

City of Sunnyvale Parks & Recreation
P.O. Box 60607
Sunnyvale, CA 94088

Nancy Buryanek
Assistant Recreation Director
Recreation Department
120 Broad Street
New London, CT 06320

Lori Daniel
Aurora Parks & Recreation
1470 South Havanna, Suite 522
Aurora, CO 80012

Colleen McLauren
Boulder Parks & Recreation
P.O. Box 791
Boulder, CO 80306

Margaret Fraser
Colorado Springs Park & Recreation
1401 Recreation Way
Colorado Springs, CO 80905-1075

H. R. Phillips
Fort Collins Parks & Rec. Dept.
145 E. Mountain
Fort Collins, CO 80524

Lakewood Dept. Community Resources
Public Information
445 S. Allison Parkway
Lakewood, CO 80026

Sally McDonald
Foothills Metropolitan Recreation
& Park District
2200 South (old) Kipling Street
Lakewood, CO 80227

Parks & Recreation Department
6315 S. University Blvd.
Littleton, CO 80121

Longmont Parks & Recreation
901 Longs Peak Ave.
Longmont, CO 80501

Director
Parks & Recreation Department
545 N. Cleveland
Loveland, CO 80537

Larry Moscato
Recreation Supervisor
11701 Community Center Dr.
Northglen, CO 80233

Parks and Recreation Dept.
P. O. Box 7705088
Steam Boat Springs, CO 80477

Wheatridge Parks & Recreation Dept.
Attn: Richard Bredt, Director
P.O. Box 638
4355 Field Street
Wheatridge, CO 80033

City of Newark Delaware
Department of Parks & Recreation
Newark, DE 19715

Dennis L. Eshleman
Palm Beach County
Parks & Recreation
2700 6th Ave. South
Lake Worth, FL 33461

Frank Soule, Recreation Coordinator
City Hall Plaza
Port St. Lucie, FL 33452

Randy Trousdell
Tallahassee Parks & Recreation
912 Myers Park Dr.
Tallahassee, FL 32301

Director
West Palm Beach Parks & Recreation
P.O. Box 3366
West Palm Beach, FL 33402

Director
Boise Park System
1104 Royal Boulevard
Boise, ID 83702

Fox Valley Park District
712 S. River Street
Aurora, IL 60506

Joe Schultz
Deerfield Park District
836 Peterson Lane
Deerfield, IL 60015

Elk Grove Village Parks & Rec.
499 Biesterfield Rd.
Elk Grove Village, IL 60007

Michael Pope, Director
Elmhurst Park District
225 Prospect Ave.
Elmhurst, IL 60126

Evanston Parks & Recreation
2100 Ridge Road
Evanston, IL 60201

Chuck Pula, Director
City of St. Cloud Parks & Rec.
1300 9th Street
St. Cloud, FL 32769

Richard E. Johns
General Superintendent
Glenview Park District
1930 Prairie Street
Glenview, IL 60025

Highland Park Parks & Recreation
636 Ridge Road
Highland Park, IL 60035

Wendy Wachter
Public information Supervisor
Northbrook Park District
1710 Pfingsten Rd.
Northbrook, IL 60126

Park Ridge Parks & Rec. Department
2701 Sibley
Park Ridge, IL 60007

Sterling Parks & Recreation
211 E. Saint Mary's Road
Sterling, IL 61081

Terry Porter
Superintendent of Recreation
Wilmette Park District
1200 Willmette Ave.
Wilmette, IL 60091

Robert C. Arnold
Ft. Wayne Recreation & Parks
705 E. State Boulevard
Ft. Wayne, IN 46805

Kansas State University
Career Planning & Placement Center
Holtz Hall
Manhattan, Ks. 66506-1701

David H. Graverson, Director
Parks & Recreation of Topeka
City Hall, Room 259
Topeka, Kansas 66603

Johnson County Parks & Recreation Dist.
6501 Anioch Rd.
Shawnee Mission, KS 66202

Jefferson Parish
Parks & Recreation Dept.
Sherry L. Hunter
6921 Saints Dr.
Metairie, Louisiana 70003

Richard L. Blohm, Director
Gaithersburg Parks & Rec. Dept.
502 S. Fredrick Ave.
Gaithersburg, MD 20877

Ginny Miller
MMCPPC
6600 Kenilworth Ave.
Riverdale, MD 20737

Christina McCown
100 N. Fifth Ave.
P.O. Box 8647
Ann Arbor, MI 48107

Eric M. Wurmlinger, Asst. Dir.
Special Services
31555 Eleven Mile
Farmington Hills, MI 48018

Kathy Blanke, Program Cord.
Fraser Recreation
33000 Garfield
Fraser, MI 48026

Susan Wedley
211 Williams Street
Royal Oak, MI 48068

Jef Farland, Deputy Director
26000 Evergreen
Southfield, MI 48076

Director
Fridley Parks & Recreation Dept.
6431 University Ave. N.E.
Fridley, MN 55432

Renee Montreuil
Lakeville Parks & Recreation
8747 208th St., W., Box 957
Lakeville, MN 55044

Director
Parks & Recreation Department
4224 Lake Rd.
Robbinsdale, MN 55422

Richard Green
Columbia Parks & Recreation
P. O. Box N
Columbia, MO 65205

Mark Hall Dunlap
Superintendent of Recreation
109 North Clark
Moberly, MO 65270

Sedalia Parks & Rec. Dept.
Convention Hall
3rd & Park Ave.
Sedalia, MO 65301

Recreation Division Director
Parks & Recreation
P.O. Box 909-200 Lincoln
Santa Fe, New Mexico 87504-0909

Cincinnati Recreation Commission
Tower Building, Holiday Office Park
644 Linn Street
Cincinnati, OH 45203

Division of Parks & Recreation
Fountain Square
Columbus, OH 43224

David A. Noble
Department of Parks, Recreation
& Public Land
8500 Civic Center Boulevard
Mentor, OH 44060

Dick Rano, Director
Dept. of Parks & Recreation
28 S. State Street
Westerville, OH 43080

Lori Winton, Program Supervisor
Willoughby Recreation Department
Public Square
Willoughby, OH 44094

Community Center Supervisor
Parks & Recreation Department
360 Highland Ave.
Worthington, OH 43085

Wooster Community Center
241 South Bever Street
Wooster, OH 44691

Matt Meyer
P.O. Box 249
Ardmore, OK 73402

Bob Deke
City of Duncan
Box 969
Duncan, OK 73533

Malcolm Duke
1405 Southwest 11th
Lawton, OK 73501

Parks & Recreation Department
Attn: Linda Abraham
Administration Building
151 N. Fourth St.
Springfield, OR 97477

Williamslane Parks & Rec. District
765 North "A" Street
Springfield, OR 97477

Frank Soule
Hilton Head Island Recreation Assoc.
P.O. Box 22593
Hilton head Island, SC 29925-2593

Jackson Recreation & Parks Department
c/o Bill Holland, Public Information
400 South Highland Ave.
Jackson, TN 38301

Superintendent of Recreation
Jackson Recreation & Parks Dept.
400 South Highland
Jackson, TN 38301

Sherry Griffin
City of Abilene Parks & Recreation
P.O. Box 60
Abilene, TX 79604

Maxine Mull
City of Arlington
P.O. Box 231
Arlington, TX 76010

Robert Soronyi, Program Manager
Recreation Center
Parks & Recreation Department
P.O. Box 1088
Austin, TX 78767

Parks & Recreation Department
Attn: T.C. Rice, Jr.
1610 Crosby Road
Carrollton, TX 75006

Conroe Parks & Rec. Dept.
P. O. Box 3066
Conroe, TX 77305

Sharon Lafitte, Dir./P. Frantz
Denison parks & Recreation
531 West Chestnut
Denison, TX 75020

Steve Brinkman, Dir.
Denton Parks & Recreation
321 E. McKinney St.
Denton, TX 76201

Parks & Recreation Dept.
Attn: City Boland
P.O. Box 280
Duncanville, TX 75116

Mary Flores
Superintendent of Recreation
Parks & Recreation Dept.
P.O. Box 1079
Edinburg, TX 78540

Cheryl Jones
Parks & Recreation Dept.
201 N. Ector Dr.
Euless, TX 76039

Wimberly Shepard
Farmers Branch Parks & Rec.
14032 Heartside
Farmers Branch, TX 75234

Grand Prairie Parks & Rec. Dept.
P. O. Box 530011
Grand Prairie, TX 7553-0011

Doug Kratz, Supt. of Rec.
Parks & Rec. Department
P. O. Box 729
Grapevine, TX 76051

Ann F. Kelly, Program Dir.
YWCA/West End Senior Center
170 heights Blvd.
Houston, TX 77007

Irving Parks & Recreation Dept.
825 W. Irving Blvd.
Irving, TX 75062

Rhonda D. Atwell
Parks & Recreation Dept.
City of League City
300 W. Walker
League City, TX 77573

Parks & Recreation Dept.
Box 1952
Longview, TX 75606

Parks & Recreation Dept.
1000 S. Ware Rd.
McAllen, TX 78501

Carole England
Mesquite Parks & Recreation
Florence Community Center
P.O. Box 135
Mesquite, TX 75149

Superintendent of Recreation
Parks & Recreation Dept.
310 Orchard St.
P. O. Box 666
Missouri City, TX 77459

Vicki Loftice
6720 NE Loop 820
North Richland Hills, TX 76180

Rich Dlugas
Plano Parks & Recreation
P.O. Box 860-358
Plano, TX 75086-0358

Brenda Cowley, Public Relations Dir.
San Angelo Recreation Dept.
200 S. Magdalen St.
San Angelo, TX 76903

Recreation Center
P. O. Drawer 648
Nacogdoches, TX 75963-0648

Carolyn Ramey
P. O. Box 340
Whitesboro, TX 76273

Susan Gerred
Wichita Falls Parks & Recreation
P.O. Box 1431
Wichita Falls, TX 76307

Department of Recreation &
Cultural Activities
1108 Jefferson St.
Alexandria, VA 22314-3999

Joseph P. Downs, Dir.
Fairfax County Park Authority
3701 Pender Dr.
Fairfax, VA 22030

Director
Parks & Recreation Dept.
P.O. Box 3300
Danville, VA 24532-3300

The City of Fairfax
Attn: Recreation Div.
3730 Old Lee Highway
Fairfax, VA 22030

Fairfax County Public Schools
Dept. of Adult & Community Education
7510 Lisle Avenue
Falls Church, VA 22043

City of Cheney
Parks & Recreation Dept.
520 4th Street
Cheney, WA 99004

Redmond Parks & Recreation
15670 NE 85th
Redmond, WA 98052

Metropolitan Park Dist. of Tacoma
10 Idaho Street
Tacoma, WA 98409

Fred Baumgartner, Director
Parks & Recreation Dept.
1300 First Avenue
Eau Claire, WI 54701

Gary Coplien, Executive Director
Milwaukee Public Schools
Division of Municipal Recreation &
Community Education
Administration Building
5225 West Vliet Street
P.O. Box Drawer 10K
Milwaukee, WI 53201

Larry Wheeler, Coordinator of Recreation
City of Grande Prairie
City Hall
9902 - 101 Street
Grande Prairie, Alberta T8V 2P5
Canada

Ron Davis, Manager
Culture & Recreation Services
City Hall
580 First Street S.E.
Medicine Hat, Alberta, TIA 8E6
Canada

John C. Simpson
Assistant Recreation Superintendent
c/o City Hall
P.O. Box 5008
Recreation Department
Red Deer, Alberta T4N 3T4
Canada

Gord McIntosh, Superintendent
Parks & Recreation
Box 130
Spruce Grove, Alberta T0E 2C0
Canada

Ken Kreiger, Supervisor
Esquimart Parks & Recreation
Commission
1149A Esquimart Road
Victoria, British Columbia
V9A 3NG Canada

Mark Taylor
Oak Bay Parks & Recreation
1975 Bee Street
Victoria, British Columbia
V8R 5E6 Canada

Port Coquitlam Parks and Recreation
Larry J. Wheeler
2253 Leigh Square
Port Coquitlam, B.C.

OBSERVATIONS AND RECOMMENDATIONS

One of the most important components in making a sale is "accessibility". Registration for classes must be easy.

The Cheyenne Parks and Recreation Department has stressed customer accessibility in its registration system. In particular, the Parks and Recreation Department should be commended for using Master Card and Visa as a means for customers to register for recreation classes. Very few parks and recreation systems make use of this "customer friendly" registration procedure and its continued use is strongly recommended.

Some additional registration mechanisms to consider would include:

Having a staff person on duty in the evening hours to receive phone registrations during peak registration periods. This might occur only a few weeks per year. A name for the system could be "Live After 5". The evening person should also be assigned secretarial duties so that maximum productivity is assured.

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Gary Coplien, Executive Director
Milwaukee Public Schools
Division of Municipal Recreation &
Community Education
Administration Building
5225 West Vliet Street
P.O. Box Drawer 10K
Milwaukee, WI 53201

Larry Wheeler, Coordinator of Recreation
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John C. Simpson
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Red Deer, Alberta T4N 3T4
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Parks & Recreation
Box 130
Spruce Grove, Alberta T0E 2C0
Canada

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OBSERVATIONS AND RECOMMENDATIONS

With more two income families, decisions on registering for classes is often made during the evening. Having a person on duty would allow the sale to be made instantly. Funding a part-time customer service specialist is appropriate and necessary.

With the growing use of fax machines, using this means of communications should be considered as a means to increase customer accessibility.

The Department should incorporate charge card (i.e. Visa, Master Card, Discover, etc) use via telephone registration to improve customer convenience.

Consideration should be given to developing a waiting list policy. Common waiting list procedures include a notice to customers that credit card will not be billed until registration is made.

On the following page is an example of an excellent registration system utilized by the Lake County Metro park System of Ohio.

REGISTRATION...Is Easy To Do!

Registration begins Nov. 11 for LAKE COUNTY RESIDENTS ONLY!
Registration for out-of-county residents begins Nov. 18. Early registration is encouraged.
REGISTRATION IS REQUIRED FOR ALL PROGRAMS!
*so we can notify you if changes in time and location are necessary,
*to give you the opportunity to transfer if the class is full,
*so we can properly prepare you for your involvement in the program.

We're glad you saw a program or an activity that you want to sign up for.
For your convenience, you can register in person, by phone, by mail or fax!

BY PHONE (VOICE/TTY)

Visa and MasterCard customers only may call 256-7275 or 1-800-669-9226. Please have the following information on hand:

1. code numbers of classes.
2. name, address, phone number and birthday of each participant,
3. Visa or MasterCard account number, please specify which card,
4. expiration date of charge card and
5. name appearing on charge card.

All charges are subject to authorization by charge card center. WHEN YOU CHARGE BY PHONE, YOU ACKNOWLEDGE THAT YOU HAVE READ AND UNDERSTAND THE REFUND POLICY IN THIS BROCHURE.

IN PERSON

Register in person at Lake Metroparks Registration Office, 9 a.m. - 5 p.m. daily at:
Lake Farmpark
8800 Chardon Rd.
Kirtland, OH 44094

BY MAIL

Complete registration form and mail Visa or MasterCard number or check payable to Lake Metroparks to:
Lake Metroparks
Registration Department
8800 Chardon Rd.
Kirtland, OH 44094

BY FAX

Complete registration form including Visa or MasterCard number and fax to:
Lake Metroparks
Registration Department
(216) 256-2147
Registration should be received by our office a minimum of one week prior to the first class meeting. Mail is processed the day it is received.

CHECK AUTHORIZATION

Checks received for class registration must have the following information:

1. Name and street address imprinted on check
2. Driver's license number
3. State issuing driver's license
4. Date of birth

CLASS TRANSFERS

Transfers will be made upon WRITTEN REQUEST ONE WEEK PRIOR TO THE START OF AN ACTIVITY. PLEASE INCLUDE A $3 SERVICE CHARGE with your written request. Transfers can be made within the same season only, and are subject to class availability.

FEES

Fees should be submitted at time of registration. Enrollment is on a first-come, first-served basis.

REFUND POLICY

No refunds will be made except when classes are filled or are cancelled by Lake Metroparks and on request when day, date or location changes by Lake Metroparks prohibit attendance. NO OTHER REFUNDS WILL BE MADE. Lake Metroparks reserves the right to cancel, combine or divide classes, to change time, date or place of meeting, to change the instructor assignments and to make other revisions in these offerings which may become necessary.

LATE REGISTRATION AND RECEIPTS

Registration will be accepted up to the first class date, and after if class spaces are available. However, prorations are not available. Receipts are not given for mail-in or phone registrations.

WAITING LIST

When a class or program you want to enroll in is full, we will place you on a waiting list. Your credit card account will not be billed. A postcard will be sent to those placed on a waiting list that registered by mail, fax or phone. You will be contacted by mail or phone as spaces become available. If you have questions regarding your waiting list status, call the Registration Office at 256-PARK or 1-800-669-9226.

PICNIC SHELTER RENTALS

It's not too early to reserve a shelter for your 1992 picnic or get together. Call the Registration Office at 256-PARK or 1-800-669-9226 for more details.

PARK LOCATION CODES

CFR	Chapin Forest Reservation
CW	Concord Woods Nature Park
CSNP	Children's Schoolhouse Nature Park
ESGC	Erie Shores Golf Course
FHLP	Fairport Harbor Lakefront Park
GRR	Girdled Road Reservation
HH	Hell Hollow Wilderness Area
HHW	Helen Hazen Wyman Park
HR	Hogback Ridge
HV	Hidden Valley Park
IP	Indian Point Park
LFP	Lake Farmpark
LS	Lakeshore Reservation
ML	Mason's Landing Park
PF	Paine Falls Park
PTP	Painesville Township Park
PARG	Parsons Gardens
PG	Penitentiary Glen Reservation
R	Riverview Park
VP	Veterans Park

OBSERVATIONS AND RECOMMENDATIONS

There is a need to acquire a customer friendly/economically efficient software program to assist in program registration.

Several high quality and relatively low cost ($5,000 - $10,000) registration software programs have been specifically tailored to the parks and recreation industry and are being used by hundreds of departments across the country.

These are very customer friendly, and have many cost effective features including market research and mailing list generating capabilities and the abilities to assist in combing classes for maximum revenue generating capabilities. We believe these systems to be an excellent means of increasing revenues and controlling costs.

The computer software presently available to the Parks and Recreation Department is not user friendly nor cost effective for registration of program participants. Department staff are very well versed in computer operations, and it is believed that the a high quality registration software system would be a great asset to operations and would increase staff efficiency.

OBSERVATIONS AND RECOMMENDATIONS

Additional opportunities for customer feedback should be pursued by the department.

Receiving customer feedback is of critical importance to making good programming decisions. Customers additionally greatly appreciate the consideration to have their views heard.

Programs should always have customer evaluation forms. Opportunities for customer input should be made available through comment cards at pools and other departmental facilities.

Park and Recreation brochures afford great opportunities for receiving comments from current and potential clients.

The following page shows a comment card inserted as part of the Lake Metroparks brochure.

LAKE METROPARKS COMMENT CARD (Optional)

How are we doing? We'd really like to know what you thin, Please take a couple of minutes to read and complete this survey. If you do not plan to register for any winter programs, and you'd like to complete our survey, simply return to: Lake Metroparks, Attn: Marketing, 11211 Spear Rd., Concord Twp., OH 44077.

1. In the past 12 months, how may programs/special events have you and your family attended? (Check one)
____None ____1-3 ____4-6 ____7-9 ____10+

2. Overall, how would you and/or your family rate our service and your experience with Lake Metroparks? (Check One)
____I(we) had a great time
____It was enjoyable
____It was something to do
____I(we) were disappointed
____I(we) would not attend again (please specify event:_____)

3. What programs/special events would you and/your family most likely attend?
_____
_____
_____

Why?_____
_____

4. How do you find out about Lake Metropark's programs and special events? (Mark all that apply)
____Friends, family, neighbors, business associates
____TV(please specify channel(s)_____
____Radio (please specify station(s)_____
____The News-Herald
____The Plain Dealer
____Parks Plus!
____Lake Metroparks' brochures
____Direct mail fliers
____Lake Metroparks volunteers and/or employees
____Outdoor signs and/or banners
____Others (please specify_____)

5. Overall, how would you rate Lake Metroparks' programs/special events? (check one)

____Excellent ____Good ____Average ____Fair ____Bad

6. Please list any ideas you might have for new programs and/or special events_____
_____
_____

Thank you for your cooperation and assistance.

Leon Younger
Executive Director

MAINTENANCE

MAINTENANCE OVERVIEW

All maintenance operations for Parks and Recreation Department are handled through the forestry, park and golf divisions. The areas include 15 City Parks, 36 Parkways, 30 Athletic Fields, 2 Golf Courses, and outdoor skating areas.

The forestry division is responsible for the development, maintenance, and care of the trees, shrubs, and ornamental plantings on public properties including parks, golf courses, athletic fields, cemeteries, downtown trees, and 300 miles of City right-of-way. The five major areas of responsibility for the Division include (1) Vegetative Field Work Operations, (2) regulation of commercial arborists and pesticide applicators, (3) city wide vegetative questions and concerns, (4) vegetative contractual services, and (5) special public programs.

The parks division has the responsibility of maintenance of all parks, athletic fields and parkways throughout the city.

The parks division maintains city parks, parkways, athletic fields, and the outdoor skating areas. Maintenance consists of turf care, irrigation systems, flowers, snow removal, picnic facilities, playgrounds, general landscaping, and athletic field care.

Operations by the consulting team indicated that the maintenance operations of parks, forestry, and golf divisions in Cheyenne are very well run. The work crews are very organized as per their job task and responsibilities and accomplish a great deal of work during their shifts.

OBSERVATIONS AND RECOMMENDATIONS

Identification of an adequate funding mechanism for forestry services provided to neighborhood and private organizations is of critical importance.

Presently, the Parks & Recreation operation provides forestry services to many neighborhood and other private organizations with no funding allocated for this purpose.

One of the major issues facing forestry operations is incorporating requests from Homeowners associations, schools, other governmental agencies, etc. into the normal work flow of the division and more importantly developing a system for covering costs relating to such requests. Such requests are increasing as the forestry division has developed a reputation for excellent operations and in response to the growing interest in landscaping benefits.

On the page following is a list of current organizations who make annual and biannual requests to the forestry division for services.

CHEYENNE PARKS AND RECREATION DEPARTMENT

REQUESTS TO FORESTRY OPERATIONS

Requester	Tree Spade	Purchase	Plant	Maintain	Replace	Annual Request Yes	Annual Request No	Comments
Homeowners	X					X		Homeowners donate
Homeowners		X	X			X		Donate money for 5 trees
TCI Cable		X	X			X		Two to three trees
Greenway Project (Tree	X					X		Donate 15-50 trees
Greenway Project (Mon		X	X			X		Donate money
Wyoming Fish & Game			X				X	Every two years
Golf Courses								
Airport	X	X	X			X		
Prarie View	X	X				X		
Botanic Gardens			X			X		
School District	X					X		
Chamber of Commerce		X	X			X		
Optional Sales Tax	X		X	X		X		
Community Planning			X	X		X		
Parking			X			X		
Cemetery	X		X			X		
Water Dept	X		X			X		
Municipal Bldg	X		X			X		
Civic Center		X	X				X	Every two years
Street Tree Project		X				X		
Neighborgood Groups		X	X			X		
Boy Scouts			X			X		
Sanitation Dept			X		X	X		
Municipal Airport	X					X		
County Parks	X					X		

OBSERVATIONS AND RECOMMENDATIONS

The Cheyenne Park system employs less staff and budgets less per capita on park maintenance than other Wyoming communities.

A survey was made of maintenance operations in 10 other Wyoming communities. The communities were Casper, Cody, Evanston, Green River, Jackson, Kemmerer, Laramie, Riverton, Rock Springs, Wheatland, and Cheyenne.

The survey showed that park staff in the Cheyenne park system generally maintain more acreage per staff than maintained by park staff in other Wyoming communities.

In nine of the communities surveyed, full-time staff maintained less park acreage than park staff maintain in Cheyenne. Whereas park staff in Cheyenne maintain an average of 70 acres per staff; acres maintained in these nine communities ranged from 15 acres maintained per park staff in Rock Springs to 69 acres per park staff in Green River.

Only in Kemmerer (100 acres per staff) do park staff maintain more acreage than Cheyenne park staff.

Additionally, the dollars spent per capita on maintenance in Cheyenne was less than that spent in all other communities surveyed, with the exception of Laramie.

In Cheyenne, $10.07 is spent per capita on park maintenance. In comparison, Casper spends $16.26 per capita on park maintenance, Rock Springs spends $33.73 per capita, and Evanston spends $29.34 per capita. Only Laramie ($8.06 per capita) spends less money per citizen on park maintenance than Cheyenne.

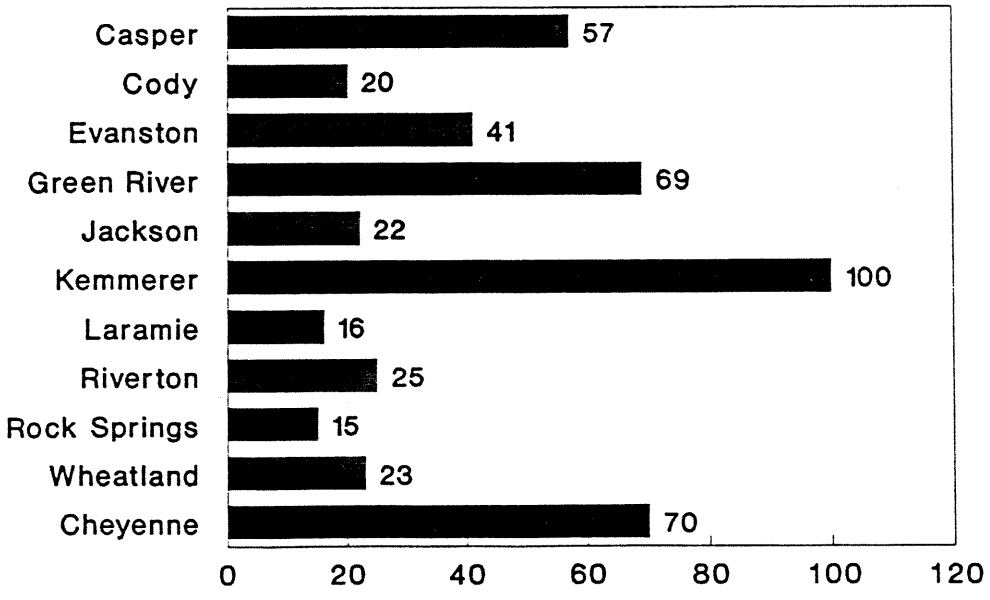
The following two pages show information from the survey.

CHEYENNE PARKS AND RECREATION
Comparison of Park Maintenance Operations Per Capita
For Selected Wyoming Cities

City	1990 Population	Park Acres	Full-Time Maintenance Staff	Maintenance Budget	Acres Maintained Per Full-Time Staff	Maintenance Expenditures Per Capita
Wheatland	3,271	45	2	$87,000	23	$27
Jackson	4,472	173	8	$102,000	22	$23
Casper	46,742	909	16 *	$760,000	57	$16
Cody	7,897	60	13 *	$414,000	5	$52
Rock Springs	19,050	60	4	$642,631	15	$34
Laramie	26,687	145	9	$215,000	16	$8
Rowlins	9,380	78	4	$167,493	20	$18
Green River	12,711	550	8	$332,609	69	$26
Evanston	10,903	243	6	$319,876	41	$29
Riverton	9,203	50	2	$177,526	25	$19
Kemmerer	3,020	200	2	$39,219	100	$13
Cheyenne	50,008	700	10	$503,674	70	$10

* Parks only; excluded Recreation

Park Maintenance Analysis
(Acres Maintained Per Full-Time Staff)



OBSERVATIONS AND RECOMMENDATIONS

To adequately address this one of the following should occur:

1. A funding source should be established within the City account allowing for withdrawals to the forestry operation for such services which are approved from the City Council to community organizations. Such a voucher system would simply repay actual costs of operations for providence of these services.

2. In the alternative, a private contractual agreement should be entered into with a private business in Wyoming. This contract should be competitively bid. Through this agreement, these services to neighborhood groups will be contracted through the private business with the neighborhood groups paying actual costs. Significant cost reductions should still accrue to the neighborhood groups because of the scope of the contract.

OBSERVATIONS AND RECOMMENDATIONS

Park maintenance staff should be increased a minimum of two to three full time positions.

A most critical area for increasing staffing is in maintenance operations, equipment, and recreation staffing. As the chart on the previous page indicates, park staffing has decreased by 20 part time staff since 1987, with only one full time person being hired to take those staff place. Since part time staff work an average of four months per year, this equates to the actual loss of nearly 14,000 hours of labor, equating to 6-1/2 full time positions.

OBSERVATIONS AND RECOMMENDATIONS

A capital improvement program for playground equipment should be developed.

Over the past 10 years (see following page) very little acquisition of playground equipment has taken place.

With increased safety standards and public liability, replacing outdated equipment needs to be a high priority.

A sample "Public Playground Maintenance Checklist" is enclosed after the following page.

CHEYENNE PARKS & RECREATION DEPARTMENT

PLAYGROUND EQUIPMENT

REPLACEMENT AND REPAIR - PAST 10 YEARS

Below are listed the major playground equipment replacement and repair projects accomplished over the past 10 years:

Holliday Park - New equipment for one area consisting of approximately $10,000 for equipment and $35,000 for curbing, sand, landscaping including sod and sprinkler system. Area by Big Boy $7,000 in equipment only.

Lincoln Park - Purchase and installation of kiddie slide was $2,500.

Pioneer Park - Purchase and installation of swing was $750.

Lions Park - See-saws constructed by park staff.

Big Sky Swamp - Using old equipment taken out of other areas. This was completed by the park staff.

Maintenance - Regular maintenance on all playground equipment, including new chains, s/hooks, nuts/bolts, etc.

PUBLIC PLAYGROUND MAINTENANCE CHECKLIST

Inspections should be conducted on a frequent, regularly scheduled basis. Following are some of the danger points that should be checked on each tour:

Adequate	Not Applicable	Condition Exists		Item
_____	_____	_____	1.	Visible cracks, bending, warping, rusting, or breakage of any component.
_____	_____	_____	2.	Deformation of open hooks, shackles, rings, links, etc.
_____	_____	_____	3.	Worn swing hangers and chains.
_____	_____	_____	4.	Missing, damaged, or loose swing seats; heavy seats with sharp edges or corners.
_____	_____	_____	5.	Broken supports/anchors
_____	_____	_____	6.	Footings exposed, cracked, loose in ground.
_____	_____	_____	7.	Accessible sharp edges or points.
_____	_____	_____	8.	Exposed ends of tubing that should be covered by plugs or caps.
_____	_____	_____	9.	Protruding bolt ends that do not have smooth finished caps and covers.
_____	_____	_____	10.	Loose bolts, nuts, etc.
_____	_____	_____	11.	Splintered, cracked or otherwise deteriorated wood.
_____	_____	_____	12.	Lack of lubrication on moving parts.
_____	_____	_____	13.	Worn bearings.

Adequate	Applicable	Exists	Item
_____	_____	_____	14. Broken or missing rails, steps, rungs, seats. Not Condition
_____	_____	_____	15. Surfacing material worn or scattered (in landing pits, etc.
_____	_____	_____	16. Hard surfaces, especially under swings, slides, etc.
_____	_____	_____	17. Chipped or peeling paint.
_____	_____	_____	18. Vandalism (broken glass, trash, etc.)
_____	_____	_____	19. Pinch or crush points (exposed mechanisms, junctures of moving components, e.g., axis seesaw).
_____	_____	_____	20. Tripping hazards such as roots, rocks or other environmental obstacles.
_____	_____	_____	21. Poor drainage areas.

Note: Items where "condition exists" require follow-up to assure condition is adequately corrected.

Comments: _____

_____

_____

_____

_____

_____

OBSERVATIONS AND RECOMMENDATIONS

Current maintenance programs should be upgraded to meet standards of care needed by the community.

The following pages show current maintenance programs and needed maintenance programs for all major maintenance functions. For many maintenance programs, there are a number of items which need to be upgraded in order to meet nationally accepted standards of care.

Presently, inadequate human and financial resources are available to implement these improvements.

PUBLIC BUILDINGS/POOLS **CATEGORY 1**
(Current Maintenance Program)

ZOO BUILDING
FUN CITY BUILDING

Purpose: To provide safe, sanitary, clean and attractive buildings for the intended public use.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C	CLASS D
MAINTENANCE ITEM	Recreation Center and Facility Complete building or building complex providing space and equipment for one or more recreational activities (Senior Citizens Center, Cultural Arts, pool-rink complex, etc.)	Full Service Shelter semi-enclosed building containing restrooms, storage rooms, and perhaps a room for organized recreation facilities	Open Shelter roofed structure providing cover primarily for picnic use, may contain restrooms	**Maintenance and Miscellaneous Use**
FLOORS	daily cleaning	cleaned daily during scheduled use	**weekly cleaning during use periods**	kept from debris
RESTROOMS	daily cleaning	cleaned daily during scheduled use	not usually provided in same building	**none**
LITTER CONTROL	daily	3 times per week	**weekly, or as needed by public use**	none
INTERIOR SURFACES	painted annually, or as needed	painted/treated every 2 years	cleaned/painted within 7 years	**none**
EXTERIOR SURFACES	cleaned/painted as needed	cleaned/painted within 5 years	cleaned/painted within 7 years	**painted every 10 years**
LIGHTS	immediate replacement	replaced within 24 hours of report	replaced as necessary to sustain low intensity light level, if applicable	**not required**
REPAIRS	immediate if public use is affected or further damage may occur	within 1 week of report unless emergency	within 30 days of report unless emergency	**to keep building safe and weatherproof**
HEATING/AIR CONDITIONING	semi-annual inspection/ maintenance	semi-annual inspection/ maintenance	**none**	none
FIREPLACE	cleaned daily if used	cleaned weekly if used	**none**	none
PLUMBING/ ELECTRICAL	annual inspection/ maintenance	annual inspection/ maintenance	**none**	none
SPECIAL EQUIPMENT	maintenance per manufacturer's specification	none	**none**	none

****

COMMENTS:

PUBLIC BUILDINGS/POOLS **CATEGORY 1**
(Needed Maintenance Program)

ZOO BUILDING
FUN CITY BUILDING

Purpose: To provide safe, sanitary, clean and attractive buildings for the intended public use.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C	CLASS D
MAINTENANCE ITEM	Recreation Center and Facility Complete building or building complex providing space and equipment for one or more recreational activities (Senior Citizens Center, Cultural Arts, pool-rink complex, etc.)	Full Service Shelter semi-enclosed building containing restrooms, storage rooms, and perhaps a room for organized recreation facilities	Open Shelter roofed structure providing cover primarily for picnic use, may contain restrooms	**Maintenance and Miscellaneous Use**
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HEATING/AIR CONDITIONING	semi-annual inspection/ maintenance	semi-annual inspection/ maintenance	none	**none**
FIREPLACE	cleaned daily if used	cleaned weekly if used	none	**none**
PLUMBING/ ELECTRICAL	annual inspection/ maintenance	**annual inspection/ maintenance**	none	none
SPECIAL EQUIPMENT	maintenance per manufacturer's specification	none	none	**none**

****

COMMENTS: Need fence repair at Zoo area.

Fun City needs refurbished.

PUBLIC BUILDINGS/POOLS
(Current Maintenance Program)

CATEGORY 1

LIONS PARK COMMUNITY HOUSE
ACTIVITY CENTER

Purpose: To provide safe, sanitary, clean and attractive buildings for the intended public use.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C	CLASS D
MAINTENANCE ITEM	**Recreation Center and Facility** **Complete building or building complex providing space and equipment for one or more recreational activities (Senior Citizens Center, Cultural Arts, pool-rink complex, etc.)**	Full Service Shelter semi-enclosed building containing restrooms, storage rooms, and perhaps a room for organized recreation facilities	Open Shelter roofed structure providing cover primarily for picnic use, may contain restrooms	Maintenance and Miscellaneous Use
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HEATING/AIR CONDITIONING	semi-annual inspection/ maintenance	semi-annual inspection/ maintenance	**none**	none
FIREPLACE	cleaned daily if used	cleaned weekly if used	**none**	none
PLUMBING/ ELECTRICAL	annual inspection/ maintenance	annual inspection/ maintenance	**none**	none
SPECIAL EQUIPMENT	maintenance per manufacturer's specification	**none**	none	none

****

COMMENTS:

PUBLIC BUILDINGS/POOLS
(Needed Maintenance Program)

CATEGORY 1

LIONS PARK COMMUNITY HOUSE
ACTIVITY CENTER

Purpose: To provide safe, sanitary, clean and attractive buildings for the intended public use.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C	CLASS D
MAINTENANCE ITEM	**Recreation Center and Facility** **Complete building or building complex providing space and equipment for one or more recreational activities (Senior Citizens Center, Cultural Arts, pool-rink complex, etc.)**	Full Service Shelter semi-enclosed building containing restrooms, storage rooms, and perhaps a room for organized recreation facilities	Open Shelter roofed structure providing cover primarily for picnic use, may contain restrooms	Maintenance and Miscellaneous Use
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HEATING/AIR CONDITIONING	semi-annual inspection/ maintenance	**semi-annual inspection/ maintenance**	none	none
FIREPLACE	cleaned daily if used	cleaned weekly if used	**none**	none
PLUMBING/ ELECTRICAL	annual inspection/ maintenance	**annual inspection/ maintenance**	none	none
SPECIAL EQUIPMENT	maintenance per manufacturer's specification	**none**	none	none

****

COMMENTS: Community House may need a floor replacement in the next few years.

Could use an additional building of this size and usage.

PUBLIC BUILDINGS/POOLS
(Current Maintenance Program)

CATEGORY 1

BEACH HOUSE, PEANUT POND RR, LIONS BALLFIELD RR, MYLAR RR, CAHILL RR, SOCCER COMPLEX CONCESSION/RR, CONVERSE CONCESSION/RR BRIMMER CONCESSION/RR, MARTIN LUTHER KING RR, UNITED NATIONS RR

Purpose: To provide safe, sanitary, clean and attractive buildings for the intended public use.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C	CLASS D
MAINTENANCE ITEM	Recreation Center and Facility Complete building or building complex providing space and equipment for one or more recreational activities (Senior Citizens Center, Cultural Arts, pool-rink complex, etc.)	**Full Service Shelter** **semi-enclosed building containing restrooms, storage rooms, and perhaps a room for organized recreation facilities**	Open Shelter roofed structure providing cover primarily for picnic use, may contain restrooms	Maintenance and Miscellaneous Use
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HEATING/AIR CONDITIONING	semi-annual inspection/ maintenance	semi-annual inspection/ maintenance	**none**	none
FIREPLACE	cleaned daily if used	cleaned weekly if used	**none**	none
PLUMBING/ ELECTRICAL	annual inspection/ maintenance	annual inspection/ maintenance	**none**	none
SPECIAL EQUIPMENT	maintenance per manufacturer's specification	none	**none**	none

****

COMMENTS:

PUBLIC BUILDINGS/POOLS CATEGORY 1
(Needed Maintenance Program)

BEACH HOUSE, PEANUT POND RR, LIONS BALLFIELD RR, MYLAR RR, CAHILL RR, SOCCER COMPLEX CONCESSION/RR, CONVERSE CONCESSION/RR BRIMMER CONCESSION/RR, MARTIN LUTHER KING RR, UNITED NATIONS RR

Purpose: To provide safe, sanitary, clean and attractive buildings for the intended public use.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C	CLASS D
MAINTENANCE ITEM	Recreation Center and Facility Complete building or building complex providing space and equipment for one or more recreational activities (Senior Citizens Center, Cultural Arts, pool-rink complex, etc.)	**Full Service Shelter** **semi-enclosed building containing restrooms, storage rooms, and perhaps a room for organized recreation facilities**	Open Shelter roofed structure providing cover primarily for picnic use, may contain restrooms	Maintenance and Miscellaneous Use
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HEATING/AIR CONDITIONING	semi-annual inspection/ maintenance	**semi-annual inspection/ maintenance**	none	none
FIREPLACE	cleaned daily if used	cleaned weekly if used	**none**	none
PLUMBING/ ELECTRICAL	annual inspection/ maintenance	**annual inspection/ maintenance**	none	none
SPECIAL EQUIPMENT	**maintenance per manufacturer's specification**	none	none	none

****

COMMENTS:

PUBLIC BUILDINGS/POOLS (Current Maintenance Program) CATEGORY 1

LIONS PARK MAINTENANCE SHOP, HOLLIDAY PARK MAINTENANCE SHOP, BALLFIELD MAINTENANCE SHEDS

Purpose: To provide safe, sanitary, clean and attractive buildings for the intended public use.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C	CLASS D
MAINTENANCE ITEM	Recreation Center and Facility Complete building or building complex providing space and equipment for one or more recreational activities (Senior Citizens Center, Cultural Arts, pool-rink complex, etc.)	Full Service Shelter semi-enclosed building containing restrooms, storage rooms, and perhaps a room for organized recreation facilities	Open Shelter roofed structure providing cover primarily for picnic use, may contain restrooms	**Maintenance and Miscellaneous Use**
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REPAIRS	immediate if public use is affected or further damage may occur	within 1 week of report unless emergency	**within 30 days of report unless emergency**	to keep building safe and weatherproof
HEATING/AIR CONDITIONING	semi-annual inspection/ maintenance	semi-annual inspection/ maintenance	**none**	none
FIREPLACE	cleaned daily if used	cleaned weekly if used	**none**	none
PLUMBING/ ELECTRICAL	annual inspection/ maintenance	annual inspection/ maintenance	**none**	none
SPECIAL EQUIPMENT	maintenance per manufacturer's specification	none	**none**	none

****

COMMENTS:

PUBLIC BUILDINGS/POOLS
(Needed Maintenance Program)

CATEGORY 1

LIONS PARK MAINTENANCE SHOP, HOLLIDAY PARK MAINTENANCE SHOP, BALLFIELD MAINTENANCE SHEDS

Purpose: To provide safe, sanitary, clean and attractive buildings for the intended public use.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C	CLASS D
MAINTENANCE ITEM	Recreation Center and Facility Complete building or building complex providing space and equipment for one or more recreational activities (Senior Citizens Center, Cultural Arts, pool-rink complex, etc.)	Full Service Shelter semi-enclosed building containing restrooms, storage rooms, and perhaps a room for organized recreation facilities	Open Shelter roofed structure providing cover primarily for picnic use, may contain restrooms	**Maintenance and Miscellaneous Use**
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HEATING/AIR CONDITIONING	semi-annual inspection/ maintenance	**semi-annual inspection/ maintenance**	none	none
FIREPLACE	cleaned daily if used	cleaned weekly if used	**none**	none
PLUMBING/ ELECTRICAL	annual inspection/ maintenance	**annual inspection/ maintenance**	none	none
SPECIAL EQUIPMENT	**maintenance per manufacturer's specification**	none	none	none

****

COMMENTS: Need to have a new shop facility or add on to Lions Shop.

Need small maintenance shop - Cahill/Soccer Park.

TENNIS COURTS
(Current Maintenance Program)

CATEGORY 2

HOLLIDAY PARK COURTS (6)
JAYCEE PARK COURTS (2)

Purpose: To provide safe and enjoyable courts in the condition suitable for the kind and intensity of play demanded by the public.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Tournament	Recreation	Neighborhood
	high quality courts for use by the better players, utilized for tournaments, normally serve entire geographic location	courts provided in good condition suitable for average players, normally serve a geographic sector of the City	courts suitable for beginning players, normally serve a given neighborhood
NUMBER OF COURTS	3 or more provided in a grouping	**3 or more provided in a grouping**	1 or 2, preferable 2 in a grouping
NETS	nylon or fabric, replaced as needed	nylon or fabric, replaced each year	**nylon or fabric, replaced as needed; chain link as needed**
SURFACE	colored asphalt, swept weekly, no cracks larger than 1/2" monthly, no cracks larger than 1"	**asphalt or concrete, preferable colored; surface swept than 1 1/2"**	asphalt or concrete, swept once per season, no cracks larger
LINES	repainted annually	repainted every 2 years	**repainted every 3 years**
BENCHES	play benches provided	player benches provided	**none**
LIGHTING	provided, intensity minimums: outdoor-30 foot candle, indoor-50 foot candle	provided when possible; intensity: outdoor-10/20 foot candle, indoor-20/30 foot candle	**none**
SPECTATOR SEATING	provided for special events	none	**none**
WIND SCREENING	provided when necessary	none	**none**
BOUNCE BALL	none	at lease one court size provided	**none**

****

COMMENTS: Two (2) courts at Holliday need to be refinished.

TENNIS COURTS
(Needed Maintenance Program)

CATEGORY 2

HOLLIDAY PARK COURTS (6)
JAYCEE PARK COURTS (2)

Purpose: To provide safe and enjoyable courts in the condition suitable for the kind and intensity of play demanded by the public.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Tournament	Recreation	Neighborhood
	high quality courts for use by the better players, utilized for tournaments, normally serve entire geographic location	courts provided in good condition suitable for average players, normally serve a geographic sector of the City	courts suitable for beginning players, normally serve a given neighborhood
NUMBER OF COURTS	3 or more provided in a grouping	**3 or more provided in a grouping**	1 or 2, preferable 2 in a grouping
NETS	nylon or fabric, replaced as needed	**nylon or fabric, replaced each year**	nylon or fabric, replaced as needed; chain link as needed
SURFACE	**colored asphalt, swept weekly, no cracks larger than 1/2" monthly, no cracks larger than 1"**	asphalt or concrete, preferable colored; surface swept than 1 1/2"	asphalt or concrete, swept once per season, no cracks larger
LINES	**repainted annually**	repainted every 2 years	repainted every 3 years
BENCHES	play benches provided	**player benches provided**	none
LIGHTING	provided, intensity minimums: outdoor-30 foot candle, indoor-50 foot candle	**provided when possible; intensity: outdoor-10/20 foot candle, indoor-20/30 foot candle**	none
SPECTATOR SEATING	**provided for special events**	none	none
WIND SCREENING	**provided when necessary**	none	none
BOUNCE BALL	**none**	at lease one court size provided	none

****

COMMENTS: Two (2) courts at Holliday need to be refinished.

TENNIS COURTS
(Current Maintenance Program)

CATEGORY 2

UNITED NATIONS COURTS (2), MARTIN LUTHER KING COURT, PIONEER PARK COURT

Purpose: To provide safe and enjoyable courts in the condition suitable for the kind and intensity of play demanded by the public.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Tournament high quality courts for use by the better players, utilized for tournaments, normally serve entire geographic location	Recreation courts provided in good condition suitable for average players, normally serve a geographic sector of the City	**Neighborhood** **courts suitable for beginning players, normally serve a given neighborhood**
NUMBER OF COURTS	3 or more provided in a grouping	3 or more provided in a grouping	**1 or 2, preferable 2 in a grouping**
NETS	nylon or fabric, replaced as needed	nylon or fabric, replaced each year	**nylon or fabric, replaced as needed; chain link as needed**
SURFACE	colored asphalt, swept weekly, no cracks larger than 1/2" monthly, no cracks larger than 1"	asphalt or concrete, preferable colored; surface swept than 1 1/2"	**asphalt or concrete, swept once per season, no cracks larger**
LINES	repainted annually	repainted every 2 years	**repainted every 3 years**
BENCHES	play benches provided	player benches provided	**none**
LIGHTING	provided, intensity minimums: outdoor-30 foot candle, indoor-50 foot candle	provided when possible; intensity: outdoor-10/20 foot candle, indoor-20/30 foot candle	**none ***
SPECTATOR SEATING	provided for special events	none	**none**
WIND SCREENING	provided when necessary	none	**none**
BOUNCE BALL	none	at lease one court size provided	**none**

****

COMMENTS: United Nations Courts need refinished.

* Need 2-4 additional courts (Smalley Park).
* Martin Luther King Court is only court with lighting.
* Need additional crack and surface repair.

TENNIS COURTS
(Needed Maintenance Program)

CATEGORY 2

UNITED NATIONS COURTS (2), MARTIN LUTHER KING COURT, PIONEER PARK COURT

Purpose: To provide safe and enjoyable courts in the condition suitable for the kind and intensity of play demanded by the public.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Tournament high quality courts for use by the better players, utilized for tournaments, normally serve entire geographic location	Recreation courts provided in good condition suitable for average players, normally serve a geographic sector of the City	**Neighborhood** **courts suitable for beginning players, normally serve a given neighborhood**
NUMBER OF COURTS	3 or more provided in a grouping	3 or more provided in a grouping	**1 or 2, preferable 2 in a grouping**
NETS	nylon or fabric, replaced as needed	**nylon or fabric, replaced each year**	nylon or fabric, replaced as needed; chain link as needed
SURFACE	colored asphalt, swept weekly, no cracks larger than 1/2" monthly, no cracks larger than 1"	**asphalt or concrete, preferable colored; surface swept than 1 1/2"**	asphalt or concrete, swept once per season, no cracks larger
LINES	repainted annually	**repainted every 2 years**	repainted every 3 years
BENCHES	play benches provided	player benches provided	**none**
LIGHTING	provided, intensity minimums: outdoor-30 foot candle, indoor-50 foot candle	**provided when possible; intensity: outdoor-10/20 foot candle, indoor-20/30 foot candle**	none
SPECTATOR SEATING	provided for special events	none	**none**
WIND SCREENING	**provided when necessary**	none	none
BOUNCE BALL	none	at lease one court size provided	**none**

****

COMMENTS: United Nations Courts need refinished.

* Need 2-4 additional courts (Smalley Park).
* Martin Luther King Court is only court with lighting.
* Need additional crack and surface repair.

HARD SURFACED GAME COURTS (Current Maintenance Program) CATEGORY 3

BASKETBALL COURTS LOCATED AT HOLLIDAY, MARTIN LUTHER KING, SMALLEY, PIONEER, LINCOLN PARK

Purpose: To provide safe all-weather areas for a variety of small court games

MAINTENANCE STANDARDS

	CLASS A	CLASS B
MAINTENANCE ITEM	Recreational courts utilized by Summer Recreation Playground Program	**Neighborhood** **courts provided for informal play by surrounding neighborhood**
MINIMUM SIZE	42' x 74'	**30' x 60'**
BASKETBALL	**minimum 1/2 court, heavy steel post and backboard, post located off playing area**	minimum 1/2 court, steel or wood post and backboard, post located off play area
COURT GAMES	posts provided for net attachment at two heights for Volleyball or Badminton, posts removable for open surface games	adjustable posts for Volleyball/Badminton
SURFACE	asphalt, swept monthly, no cracks larger than 1/2"	asphalt, swept 3 times per season, no cracks larger than 1" **CONCRETE**
LINES	standard court lines where applicable, repaint every 2 years	when provided, repaint every 3 years **NONE**
NETS	provided by Playground Program	**provided at beginning of each season**
BALLS	provided by Playground Program	**none**

COMMENTS:

HARD SURFACED GAME COURTS (Needed Maintenance Program) CATEGORY 3

BASKETBALL COURTS LOCATED AT HOLLIDAY, MARTIN LUTHER KING, SMALLEY, PIONEER, LINCOLN PARK

Purpose: To provide safe all-weather areas for a variety of small court games

MAINTENANCE STANDARDS

	CLASS A	CLASS B
MAINTENANCE ITEM	Recreational courts utilized by Summer Recreation Playground Program	**Neighborhood** **courts provided for informal play by surrounding neighborhood**
MINIMUM SIZE	42' x 74'	**30' x 60'**
BASKETBALL	**minimum 1/2 court, heavy steel post and backboard, post located off playing area**	minimum 1/2 court, steel or wood post and backboard, post located off play area
COURT GAMES	posts provided for net attachment at two heights for Volleyball or Badminton, posts removable for open surface games	adjustable posts for Volleyball/Badminton
SURFACE	asphalt, swept monthly, no cracks larger than 1/2"	asphalt, swept 3 times per season, no cracks larger than 1" **CONCRETE**
LINES	**standard court lines where applicable, repaint every 2 years**	when provided, repaint every 3 years
NETS	provided by Playground Program	**provided at beginning of each season**
BALLS	provided by Playground Program	**none**

COMMENTS:

WALKS AND TRAILS
(Current Maintenance Program)

CATEGORY 4

LIONS PARK BIKE PATH, HOLLIDAY PARK BIKE PATH, MARTIN LUTHER KING BIKE PATH

Purpose: To provide meaningful and safe pathways for pedestrian and bicycle usage.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C	CLASS D
MAINTENANCE ITEM	**Hard surfaced major circulation routes**	Hard surfaced moderate circulation routes routes	Non-hard surfaced major circulation routes	Non-hard surfaced minor circulation
SURFACE	clean monthly and patch depressions of 1", width 8'	clean bimonthly and patch depressions 1 1/2" and greater, width 6-8'	bimonthly filling of low spots, width 8"	**annual filling of low spots, width 6-8' when site conditions permit**
SNOW REMOVAL	when 1" accumulated	**when 2" accumulated**	none	none
LIGHTING	desirable if needed for safety or night use by public	**only if needed for safety**	none	none
OVERHEAD CLEARANCE	**8'**	8'	8'	7'
SIDE CLEARANCE	**3'**	3'	1'	1'
REST AREAS	sitting bench provided at 1/2 hour intervals along trail/walk or at strategic vista points	**benches at vista point**	none	none

****

COMMENTS:

WALKS AND TRAILS
(Needed Maintenance Program)

CATEGORY 4

LIONS PARK BIKE PATH, HOLLIDAY PARK BIKE PATH, MARTIN LUTHER KING BIKE PATH

Purpose: To provide meaningful and safe pathways for pedestrian and bicycle usage.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C	CLASS D
MAINTENANCE ITEM	**Hard surfaced major circulation routes**	Hard surfaced moderate circulation routes routes	Non-hard surfaced major circulation routes	Non-hard surfaced minor circulation
SURFACE	clean monthly and patch depressions of 1", width 8'	**clean bimonthly and patch depressions 1 1/2" and greater, width 6-8'**	bimonthly filling of low spots, width 8"	annual filling of low spots, width 6-8' when site conditions permit
SNOW REMOVAL	when 1" accumulated	**when 2" accumulated**	none	none
LIGHTING	desirable if needed for safety or night use by public	**only if needed for safety**	none	none
OVERHEAD CLEARANCE	**8'**	8'	8'	7'
SIDE CLEARANCE	**3'**	3'	1'	1'
REST AREAS	**sitting bench provided at 1/2 hour intervals along trail/walk or at strategic vista points**	benches at vista point	none	none

****

COMMENTS: With the addition of the Greenway Bike Path, we will need to address maintenance in this area.

Holliday Park Bike Path needs an overlay and extension in a few areas.

WALKS AND TRAILS
(Current Maintenance Program)

CATEGORY 4

DEL RANGE BIKE PATH, WINDMILL BIKE PATH, CONVERSE BIKE PATH, YELLOWSTONE BIKE PATH

Purpose: To provide meaningful and safe pathways for pedestrian and bicycle usage.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C	CLASS D
MAINTENANCE ITEM	Hard surfaced major circulation routes	**Hard surfaced moderate circulation routes**	Non-hard surfaced major circulation routes	Non-hard surfaced minor circulation routes
SURFACE	clean monthly and patch depressions of 1", width 8'	clean bimonthly and patch depressions 1 1/2" and greater, width 6-8'	bimonthly filling of low spots, width 8"	**annual filling of low spots, width 6-8' when site conditions permit**
SNOW REMOVAL	when 1" accumulated	**when 2" accumulated**	none	none
LIGHTING	desirable if needed for safety or night use by public	only if needed for safety	**none**	none
OVERHEAD CLEARANCE	8'	**8'**	8'	7'
SIDE CLEARANCE	3'	**3'**	1'	1'
REST AREAS	sitting bench provided at 1/2 hour intervals along trail/walk or at strategic vista points	benches at vista point	**none**	none

****

COMMENTS:

WALKS AND TRAILS
(Needed Maintenance Program)

CATEGORY 4

DEL RANGE BIKE PATH, WINDMILL BIKE PATH, CONVERSE BIKE PATH, YELLOWSTONE BIKE PATH

Purpose: To provide meaningful and safe pathways for pedestrian and bicycle usage.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C	CLASS D
MAINTENANCE ITEM	Hard surfaced major circulation routes	**Hard surfaced moderate circulation routes**	Non-hard surfaced major circulation routes	Non-hard surfaced minor circulation routes
SURFACE	clean monthly and patch depressions of 1", width 8'	**clean bimonthly and patch depressions 1 1/2" and greater, width 6-8'**	bimonthly filling of low spots, width 8"	annual filling of low spots, width 6-8' when site conditions permit
SNOW REMOVAL	when 1" accumulated	**when 2" accumulated**	none	none
LIGHTING	desirable if needed for safety or night use by public	**only if needed for safety**	none	none
OVERHEAD CLEARANCE	8'	**8'**	8'	7'
SIDE CLEARANCE	3'	**3'**	1'	1'
REST AREAS	sitting bench provided at 1/2 hour intervals along trail/walk or at strategic vista points	**benches at vista point**	none	none

****

COMMENTS:

HORTICULTURAL AND LANDSCAPED AREAS (Current Maintenance Program) CATEGORY 5

ALL FLOWERBEDS
(SEE ATTACHED SHEET)

Purpose: To provide necessary care for trees, shrubs and other plant material dictated by park design and function of the existing vegetation or plantings.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Horticultural Displays/Gardens	Park Landscapes	Natural
TRIMMING/PRUNING	**as plan growth requires, will include shaping at least once per year**	every 3 years, safety and shape	safety trimming only
CULTIVATING/ WEEDING	bi-weekly **MONTHLY**	twice per season, mulch	none, use mulch
REMOVAL/REPLACEMENT	**removed when plant becomes undesirable, replaced before end of next planing season**	removed when dead, replaced within two years	removed only if public hazard, replacement usually by natural succession
FEEDING	**once or more per year, as plants require**	as needed until plants established	feeding year after planing only
SPRAYING	**according to prevention schedule or as soon as problem is discovered**	only when serious damage may occur from insect or disease	none
IRRIGATION	**at least once per week unless natural precipitation precludes**	only in insure new materials establishment	only upon initial establishment

****

COMMENTS:

HORTICULTURAL AND LANDSCAPED AREAS (Needed Maintenance Program)

CATEGORY 5

ALL FLOWERBEDS (SEE ATTACHED SHEET)

Purpose: To provide necessary care for trees, shrubs and other plant material dictated by park design and function of the existing vegetation or plantings.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	**Horticultural Displays/Gardens**	Park Landscapes	Natural
TRIMMING/PRUNING	**as plan growth requires, will include shaping at least once per year**	every 3 years, safety and shape	safety trimming only
CULTIVATING/ WEEDING	bi-weekly **MONTHLY**	twice per season, mulch	none, use mulch
REMOVAL/REPLACEMENT	**removed when plant becomes undesirable, replaced before end of next planing season**	removed when dead, replaced within two years	removed only if public hazard, replacement usually by natural succession
FEEDING	**once or more per year, as plants require**	as needed until plants established	feeding year after planing only
SPRAYING	**according to prevention schedule or as soon as problem is discovered**	only when serious damage may occur from insect or disease	none
IRRIGATION	**at least once per week unless natural precipitation precludes**	only in insure new materials establishment	only upon initial establishment

****

COMMENTS: Need additional greenhouse space for increasing number of flowerbeds.

HORTICULTURAL AND LANDSCAPED AREAS (Current Maintenance Program) CATEGORY 5

ALL PARKS TREES AND SHRUBS

Purpose: To provide necessary care for trees, shrubs and other plant material dictated by park design and function of the existing vegetation or plantings.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Horticultural Displays/Gardens	**Park Landscapes**	Natural
TRIMMING/PRUNING	as plan growth requires, will include shaping at least once per year	**every 3 years, safety and shape ***	safety trimming only
CULTIVATING/ WEEDING	bi-weekly	**twice per season, mulch ****	none, use mulch
REMOVAL/REPLACEMENT	**removed when plant becomes undesirable, replaced before end of next planing season**	removed when dead, replaced within two years	removed only if public hazard, replacement usually by natural succession
FEEDING	once or more per year, as plants require	**as needed until plants established**	feeding year after planing only
SPRAYING	**according to prevention schedule or as soon as problem is discovered**	only when serious damage may occur from insect or disease	none
IRRIGATION	at least once per week unless natural precipitation precludes	**only in insure new materials establishment**	only upon initial establishment

****

COMMENTS: * 5 years on all large trees
2 years on all small trees

** Roundup sprayed around trees in spring.

HORTICULTURAL AND LANDSCAPED AREAS (Needed Maintenance Program) CATEGORY 5

ALL PARKS TREES AND SHRUBS

Purpose: To provide necessary care for trees, shrubs and other plant material dictated by park design and function of the existing vegetation or plantings.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Horticultural Displays/Gardens	**Park Landscapes**	Natural
TRIMMING/PRUNING	as plan growth requires, will include shaping at least once per year	**every 3 years, safety and shape**	safety trimming only
CULTIVATING/ WEEDING	bi-weekly	**twice per season, mulch**	none, use mulch
REMOVAL/REPLACEMENT	**removed when plant becomes undesirable, replaced before end of next planing season**	removed when dead, replaced within two years	removed only if public hazard, replacement usually by natural succession
FEEDING	**once or more per year, as plants require**	as needed until plants established	feeding year after planing only
SPRAYING	**according to prevention schedule or as soon as problem is discovered**	only when serious damage may occur from insect or disease	none
IRRIGATION	at least once per week unless natural precipitation precludes	**only in insure new materials establishment**	only upon initial establishment

****

COMMENTS:

HORTICULTURAL AND LANDSCAPED AREAS (Current Maintenance Program) CATEGORY 5

ALL NATURAL NON-IRRIGATED AREAS OF OUR PARK SYSTEM

Purpose: **To provide necessary care for trees, shrubs and other plant material dictated by park design and function of the existing vegetation or plantings.**

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Horticultural Displays/Gardens	Park Landscapes	**Natural**
TRIMMING/PRUNING	as plan growth requires, will include shaping at least once per year	every 3 years, safety and shape	**safety trimming only**
CULTIVATING/ WEEDING	bi-weekly	twice per season, mulch	**none, use mulch**
REMOVAL/REPLACEMENT	removed when plant becomes undesirable, replaced before end of next planing season	removed when dead, replaced within two years	**removed only if public hazard, replacement usually by natural succession**
FEEDING	once or more per year, as plants require	as needed until plants established	**feeding year after planing only**
SPRAYING	according to prevention schedule or as soon as problem is discovered	**only when serious damage may occur from insect or disease**	none
IRRIGATION	at least once per week unless natural precipitation precludes	**only in insure new materials establishment**	only upon initial establishment

****

COMMENTS:

HORTICULTURAL AND LANDSCAPED AREAS (Needed Maintenance Program)

CATEGORY 5

ALL NATURAL NON-IRRIGATED AREAS OF OUR PARK SYSTEM

Purpose: **To provide necessary care for trees, shrubs and other plant material dictated by park design and function of the existing vegetation or plantings.**

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Horticultural Displays/Gardens	Park Landscapes	**Natural**
TRIMMING/PRUNING	as plan growth requires, will include shaping at least once per year	every 3 years, safety and shape	**safety trimming only**
CULTIVATING/ WEEDING	bi-weekly	twice per season, mulch	**none, use mulch**
REMOVAL/REPLACEMENT	removed when plant becomes undesirable, replaced before end of next planing season	**removed when dead, replaced within two years**	removed only if public hazard, replacement usually by natural succession
FEEDING	once or more per year, as plants require	**as needed until plants established**	feeding year after planing only
SPRAYING	according to prevention schedule or as soon as problem is discovered	**only when serious damage may occur from insect or disease**	none
IRRIGATION	at least once per week unless natural precipitation precludes	**only in insure new materials establishment**	only upon initial establishment

****

COMMENTS:

PLAYGROUND EQUIPMENT
(Current Maintenance Program)

CATEGORY 6

ALL PARKS PLAYGROUND EQUIPMENT AND EXERCISE EQUIPMENT

Purpose: To provide a meaningful and creative play experience with safe play equipment and apparatus for pre-school and school aged children.

MAINTENANCE STANDARDS

Frequency of inspection is the main difference in maintenance standards. Repairs and servicing is to be done at time of scheduled inspection of all parts, including nuts and bolts, of every piece of play equipment. If repair of unsafe conditions will be delayed, the play equipment/apparatus is to be made inoperable until repair is made.

	CLASS A	CLASS B
MAINTENANCE ITEM	High Use Playgrounds **includes those play areas in major parks, parks where Summer Playground Program is held and those in which continual high use is observed**	Moderate Use Playgrounds all other play areas
INSPECTION	**three times per calendar year (January, May, September)**	three times per calendar year
REPAIRS	**at time of inspection and immediately upon notification/discovery of need**	when inspected and immediately upon notification/discovery of need
PLAY SURFACE	every other month-cleaning of unwanted weeds, grass and other materials	**twice a year cleaning of unwanted grass, weeds and other materials**
EQUIPMENT PAINTING	once a year, if needed	**once every two years**

****

COMMENTS:

PLAYGROUND EQUIPMENT **CATEGORY 6**
(Needed Maintenance Program)

ALL PARKS PLAYGROUND EQUIPMENT AND EXERCISE EQUIPMENT

Purpose: To provide a meaningful and creative play experience with safe play equipment and apparatus for pre-school and school aged children.

MAINTENANCE STANDARDS

Frequency of inspection is the main difference in maintenance standards. Repairs and servicing is to be done at time of scheduled inspection of all parts, including nuts and bolts, of every piece of play equipment. If repair of unsafe conditions will be delayed, the play equipment/apparatus is to be made inoperable until repair is made.

	CLASS A	CLASS B
MAINTENANCE ITEM	High Use Playgrounds **includes those play areas in major parks, parks where Summer Playground Program is held and those in which continual high use is observed**	Moderate Use Playgrounds all other play areas
INSPECTION	**one time every two weeks**	two times per month during summer (May-September)
REPAIRS	**at time of inspection and immediately upon notification/discovery of need**	when inspected and immediately upon notification/discovery of need
PLAY SURFACE	**every other month-cleaning of unwanted weeds, grass and other materials**	twice a year cleaning of unwanted grass, weeds and other materials
EQUIPMENT PAINTING	**once a year, if needed**	once every two years

****

COMMENTS: Need to replace a lot of old playground equipment.

Area where budget is really lacking; needs more playground upkeep.

PARK ROADS AND PARKING AREAS (Current Maintenance Program)

CATEGORY 7

HEAVY USE ROADS: LIONS PARK, HOLLIDAY PARK, BRIMMER PARK, CONVERSE PARK, PIONEER PARK, NEIGHBORHOOD FACILITY, CAHILL PARK

Purpose: To provide and maintain convenient, safe and aesthetic access into parks for motorists as necessary or appropriate.

MAINTENANCE STANDARDS FOR HARD SURFACED ROADS/LOTS

	CLASS A	CLASS B
MAINTENANCE ITEM	Heavy Use **roadways/parking lots serving park areas, facilities or complexes which receive considerable daily use**	Moderate Use roadways/parking lots serving park areas, facilities or complexes which receive some daily use
LITTER CONTROL	**daily pick up in season (April-December)**	weekly pick up or as needed
SWEEPING	monthly unless special problem arises	**seasonal, as needed**
PAINT STRIPING	parking stripes repainted every 2 years	**stripes repainted every 5 years**
LIGHTING	**provided when parking is for night use facility of needed for security**	not provided, except where needed for security and safety
SNOW AND ICE CONTROL	**when 2" accumulated and scheduled for use**	when 4" accumulated and scheduled for use

MAINTENANCE STANDARDS FOR GRAVEL ROADS/LOTS

	CLASS C	CLASS D
MAINTENANCE ITEM	Heavy-Moderate Use eventually to be paved, temporarily in gravel surface	Light Use roadways/parking lots serving park areas and facilities which receive infrequent daily use, also includes drives for maintenance vehicles only
SURFACE GRADING	3 times per year or when holes and ruts are greater than 6" deep	once a year
DUST CONTROL	apply dust preventative 2 times per year	none, except when area is in close proximity to residence, in which case will be as needed
WEED CONTROL	by chemical application	mowing
LITTER CONTROL	daily pick up	bi-weekly pick up
SNOW AND ICE CONTROL	to permit vehicle passage where park usage dictates	to permit vehicle passage when needed
LIGHTING	provided when parking is required for night use facility or security	not provided, except when needed for security or safety

****

COMMENTS:

PARK ROADS AND PARKING AREAS (Needed Maintenance Program)

CATEGORY 7

HEAVY USE ROADS: LIONS PARK, HOLLIDAY PARK, BRIMMER PARK, CONVERSE PARK, PIONEER PARK, NEIGHBORHOOD FACILITY, CAHILL PARK

Purpose: To provide and maintain convenient, safe and aesthetic access into parks for motorists as necessary or appropriate.

MAINTENANCE STANDARDS FOR HARD SURFACED ROADS/LOTS

	CLASS A	CLASS B
MAINTENANCE ITEM	Heavy Use	Moderate Use
	roadways/parking lots serving park areas, facilities or complexes which receive considerable daily use	roadways/parking lots serving park areas, facilities or complexes which receive some daily use
LITTER CONTROL	**daily pick up in season (April-December)**	weekly pick up or as needed
SWEEPING	**monthly unless special problem arises**	seasonal, as needed
PAINT STRIPING	**parking stripes repainted every 2 years**	stripes repainted every 5 years
LIGHTING	**provided when parking is for night use facility of needed for security**	not provided, except where needed for security and safety
SNOW AND ICE CONTROL	**when 2" accumulated and scheduled for use**	when 4" accumulated and scheduled for use

MAINTENANCE STANDARDS FOR GRAVEL ROADS/LOTS

	CLASS C	CLASS D
MAINTENANCE ITEM	Heavy-Moderate Use	Light Use
	eventually to be paved, temporarily in gravel surface	roadways/parking lots serving park areas and facilities which receive infrequent daily use, also includes drives for maintenance vehicles only
SURFACE GRADING	3 times per year or when holes and ruts are greater than 6" deep	once a year
DUST CONTROL	apply dust preventative 2 times per year	none, except when area is in close proximity to residence, in which case will be as needed
WEED CONTROL	by chemical application	mowing
LITTER CONTROL	daily pick up	bi-weekly pick up
SNOW AND ICE CONTROL	to permit vehicle passage where park usage dictates	to permit vehicle passage when needed
LIGHTING	provided when parking is required for night use facility or security	not provided, except when needed for security or safety

****

COMMENTS:

PARK ROADS AND PARKING AREAS (Current Maintenance Program)

CATEGORY 7

MODERATE USE: MYLAR PARK, OPTIMIST PARK, MARTIN LUTHER KING PARK

Purpose: To provide and maintain convenient, safe and aesthetic access into parks for motorists as necessary or appropriate.

MAINTENANCE STANDARDS FOR HARD SURFACED ROADS/LOTS

	CLASS A	CLASS B
MAINTENANCE ITEM	Heavy Use roadways/parking lots serving park areas, facilities or complexes which receive considerable daily use	**Moderate Use** **roadways/parking lots serving park areas, facilities or complexes which receive some daily use**
LITTER CONTROL	**daily pick up in season (April-December)**	weekly pick up or as needed
SWEEPING	monthly unless special problem arises	**seasonal, as needed**
PAINT STRIPING	parking stripes repainted every 2 years	**stripes repainted every 5 years**
LIGHTING	provided when parking is for night use facility of needed for security	**not provided, except where needed for security and safety**
SNOW AND ICE CONTROL	**when 2" accumulated and scheduled for use**	when 4" accumulated and scheduled for use

MAINTENANCE STANDARDS FOR GRAVEL ROADS/LOTS

	CLASS C	CLASS D
MAINTENANCE ITEM	Heavy-Moderate Use eventually to be paved, temporarily in gravel surface	Light Use roadways/parking lots serving park areas and facilities which receive infrequent daily use, also includes drives for maintenance vehicles only
SURFACE GRADING	3 times per year or when holes and ruts are greater than 6" deep	once a year
DUST CONTROL	apply dust preventative 2 times per year	none, except when area is in close proximity to residence, in which case will be as needed
WEED CONTROL	by chemical application	mowing
LITTER CONTROL	daily pick up	bi-weekly pick up
SNOW AND ICE CONTROL	to permit vehicle passage where park usage dictates	to permit vehicle passage when needed
LIGHTING	provided when parking is required for night use facility or security	not provided, except when needed for security or safety

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COMMENTS:

PARK ROADS AND PARKING AREAS
(Needed Maintenance Program)

CATEGORY 7

MODERATE USE: MYLAR PARK, OPTIMIST PARK, MARTIN LUTHER KING PARK

Purpose: To provide and maintain convenient, safe and aesthetic access into parks for motorists as necessary or appropriate.

MAINTENANCE STANDARDS FOR HARD SURFACED ROADS/LOTS

	CLASS A	CLASS B
MAINTENANCE ITEM	Heavy Use roadways/parking lots serving park areas, facilities or complexes which receive considerable daily use	**Moderate Use** **roadways/parking lots serving park areas, facilities or complexes which receive some daily use**
LITTER CONTROL	**daily pick up in season (April-December)**	weekly pick up or as needed
SWEEPING	monthly unless special problem arises	**seasonal, as needed**
PAINT STRIPING	**parking stripes repainted every 2 years**	stripes repainted every 5 years
LIGHTING	provided when parking is for night use facility of needed for security	**not provided, except where needed for security and safety**
SNOW AND ICE CONTROL	**when 2" accumulated and scheduled for use**	when 4" accumulated and scheduled for use

MAINTENANCE STANDARDS FOR GRAVEL ROADS/LOTS

	CLASS C	CLASS D
MAINTENANCE ITEM	Heavy-Moderate Use eventually to be paved, temporarily in gravel surface	Light Use roadways/parking lots serving park areas and facilities which receive infrequent daily use, also includes drives for maintenance vehicles only
SURFACE GRADING	3 times per year or when holes and ruts are greater than 6" deep	once a year
DUST CONTROL	apply dust preventative 2 times per year	none, except when area is in close proximity to residence, in which case will be as needed
WEED CONTROL	by chemical application	mowing
LITTER CONTROL	daily pick up	bi-weekly pick up
SNOW AND ICE CONTROL	to permit vehicle passage where park usage dictates	to permit vehicle passage when needed
LIGHTING	provided when parking is required for night use facility or security	not provided, except when needed for security or safety

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COMMENTS:

PARK ROADS AND PARKING AREAS (Current Maintenance Program)

CATEGORY 7

GRAVEL ROADS: ABSARAKA LAKE, LIONS PARK, BRIMMER BALLFIELDS

Purpose: To provide and maintain convenient, safe and aesthetic access into parks for motorists as necessary or appropriate.

MAINTENANCE STANDARDS FOR HARD SURFACED ROADS/LOTS

	CLASS A	CLASS B
MAINTENANCE ITEM	Heavy Use roadways/parking lots serving park areas, facilities or complexes which receive considerable daily use	Moderate Use roadways/parking lots serving park areas, facilities or complexes which receive some daily use
LITTER CONTROL	daily pick up in season (April-December)	weekly pick up or as needed
SWEEPING	monthly unless special problem arises	seasonal, as needed
PAINT STRIPING	parking stripes repainted every 2 years	stripes repainted every 5 years
LIGHTING	provided when parking is for night use facility of needed for security	not provided, except where needed for security and safety
SNOW AND ICE CONTROL	when 2" accumulated and scheduled for use	when 4" accumulated and scheduled for use

MAINTENANCE STANDARDS FOR GRAVEL ROADS/LOTS

	CLASS C	CLASS D
MAINTENANCE ITEM	Heavy-Moderate Use eventually to be paved, temporarily in gravel surface	Light Use **roadways/parking lots serving park areas and facilities which receive infrequent daily use, also includes drives for maintenance vehicles only**
SURFACE GRADING	3 times per year or when holes and ruts are greater than 6" deep	**once a year**
DUST CONTROL	apply dust preventative 2 times per year	**none, except when area is in close proximity to residence, in which case will be as needed**
WEED CONTROL	**by chemical application**	mowing
LITTER CONTROL	daily pick up	**bi-weekly pick up**
SNOW AND ICE CONTROL	to permit vehicle passage where park usage dictates	**to permit vehicle passage when needed**
LIGHTING	provided when parking is required for night use facility or security	**not provided, except when needed for security or safety**

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COMMENTS:

PARK ROADS AND PARKING AREAS
(Needed Maintenance Program)

CATEGORY 7

GRAVEL ROADS: ABSARAKA LAKE, LIONS PARK, BRIMMER BALLFIELDS

Purpose: To provide and maintain convenient, safe and aesthetic access into parks for motorists as necessary or appropriate.

MAINTENANCE STANDARDS FOR HARD SURFACED ROADS/LOTS

	CLASS A	CLASS B
MAINTENANCE ITEM	Heavy Use roadways/parking lots serving park areas, facilities or complexes which receive considerable daily use	Moderate Use roadways/parking lots serving park areas, facilities or complexes which receive some daily use
LITTER CONTROL	daily pick up in season (April-December)	weekly pick up or as needed
SWEEPING	monthly unless special problem arises	seasonal, as needed
PAINT STRIPING	parking stripes repainted every 2 years	stripes repainted every 5 years
LIGHTING	provided when parking is for night use facility of needed for security	not provided, except where needed for security and safety
SNOW AND ICE CONTROL	when 2" accumulated and scheduled for use	when 4" accumulated and scheduled for use

MAINTENANCE STANDARDS FOR GRAVEL ROADS/LOTS

	CLASS C	CLASS D
MAINTENANCE ITEM	Heavy-Moderate Use eventually to be paved, temporarily in gravel surface	**Light Use** **roadways/parking lots serving park areas and facilities which receive infrequent daily use, also includes drives for maintenance vehicles only**
SURFACE GRADING	3 times per year or when holes and ruts are greater than 6" deep	**once a year**
DUST CONTROL	apply dust preventative 2 times per year	**none, except when area is in close proximity to residence, in which case will be as needed**
WEED CONTROL	**by chemical application**	mowing
LITTER CONTROL	**daily pick up**	bi-weekly pick up
SNOW AND ICE CONTROL	**to permit vehicle passage where park usage dictates**	to permit vehicle passage when needed
LIGHTING	provided when parking is required for night use facility or security	**not provided, except when needed for security or safety**

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COMMENTS:

PICNIC AREAS

CATEGORY 8

(Current Maintenance Program)

GROUP RESERVATION SHELTERS: LIONS PARK NORTH SHELTER, GAZEBO SHELTER (LIONS), HOLLIDAY PARK ROUND SHELTER

Purpose: To provide clean, sanitary, attractive and safe areas for picnicking at degree of maintenance required to serve level of public use.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Group Reservation	Popular	Occasional
	picnic areas established for frequent use by organizations and other large groups	picnic areas frequently used by individuals, families and small groups, not normally reserved	areas usually found in neighborhood parks and playgrounds for use by surrounding neighborhoods
LITTER CONTROL	**daily pick up**	daily pick up	pick up twice weekly during season
TABLES	**cleaned daily, 15 tables per acre of picnic area ***	cleaned weekly, 10 tables per acre	cleaned monthly, 5 tables per acre
GRILLS/FIREPLACES	provided, ratio 1 per 3 tables	**provided, ration 1 per 5 tables**	provide, ration 1 per picnic site or 1 per 10 tables
TURF	provided Premium Turf standard	**provided Play Turf standard**	provided Play Turf standard
TREES	**inspected and pruned to remove dead branches and to provide 8' overhead clearance at least every 2 years; potentially hazardous trees removed within 2 weeks of discovery**	trimmed of dead branches and to provide 8' overhead clearance every 3 to 5 years; potentially hazardous trees removed within 4 weeks of discovery	trimmed of dead branches every 5 to 7 years; potentially dangerous trees removed within 12 weeks of discovery

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COMMENTS: * 8 tables per shelter

PICNIC AREAS

CATEGORY 8

(Needed Maintenance Program)

GROUP RESERVATION SHELTERS: LIONS PARK NORTH SHELTER, GAZEBO SHELTER (LIONS), HOLLIDAY PARK ROUND SHELTER

Purpose: To provide clean, sanitary, attractive and safe areas for picnicking at degree of maintenance required to serve level of public use.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Group Reservation	Popular	Occasional
	picnic areas established for frequent use by organizations and other large groups	picnic areas frequently used by individuals, families and small groups, not normally reserved	areas usually found in neighborhood parks and playgrounds for use by surrounding neighborhoods
LITTER CONTROL	**daily pick up**	daily pick up	pick up twice weekly during season
TABLES	**cleaned daily, 15 tables per acre of picnic area**	cleaned weekly, 10 tables per acre	cleaned monthly, 5 tables per acre
GRILLS/FIREPLACES	**provided, ratio 1 per 3 tables**	provided, ration 1 per 5 tables	provide, ration 1 per picnic site or 1 per 10 tables
TURF	provided Premium Turf standard	**provided Play Turf standard**	provided Play Turf standard
TREES	**inspected and pruned to remove dead branches and to provide 8' overhead clearance at least every 2 years; potentially hazardous trees removed within 2 weeks of discovery**	trimmed of dead branches and to provide 8' overhead clearance every 3 to 5 years; potentially hazardous trees removed within 4 weeks of discovery	trimmed of dead branches every 5 to 7 years; potentially dangerous trees removed within 12 weeks of discovery

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COMMENTS:

PICNIC AREAS

CATEGORY 8

(Current Maintenance Program)

POPULAR LARGE SHELTERS: LIONS PARK, HOLLIDAY PARK

Purpose: To provide clean, sanitary, attractive and safe areas for picnicking at degree of maintenance required to serve level of public use.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Group Reservation picnic areas established for frequent use by organizations and other large groups	**Popular** **picnic areas frequently used by individuals, families and small groups, not normally reserved**	Occasional areas usually found in neighborhood parks and playgrounds for use by surrounding neighborhoods
LITTER CONTROL	daily pick up	**daily pick up**	pick up twice weekly during season
TABLES	cleaned daily, 15 tables per acre of picnic area	**cleaned weekly, 10 tables per acre**	cleaned monthly, 5 tables per acre
GRILLS/FIREPLACES	provided, ratio 1 per 3 tables	**provided, ration 1 per 5 tables**	provide, ration 1 per picnic site or 1 per 10 tables
TURF	provided Premium Turf standard	**provided Play Turf standard**	provided Play Turf standard
TREES	inspected and pruned to remove dead branches and to provide 8' overhead clearance at least every 2 years; potentially hazardous trees removed within 2 weeks of discovery	**trimmed of dead branches and to provide 8' overhead clearance every 3 to 5 years; potentially hazardous trees removed within 4 weeks of discovery**	trimmed of dead branches every 5 to 7 years; potentially dangerous trees removed within 12 weeks of discovery

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COMMENTS:

PICNIC AREAS

CATEGORY 8

(Needed Maintenance Program)

POPULAR LARGE SHELTERS:
LIONS PARK,
HOLLIDAY PARK

Purpose: To provide clean, sanitary, attractive and safe areas for picnicking at degree of maintenance required to serve level of public use.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Group Reservation picnic areas established for frequent use by organizations and other large groups	**Popular** **picnic areas frequently used by individuals, families and small groups, not normally reserved**	Occasional areas usually found in neighborhood parks and playgrounds for use by surrounding neighborhoods
LITTER CONTROL	daily pick up	**daily pick up**	pick up twice weekly during season
TABLES	cleaned daily, 15 tables per acre of picnic area	**cleaned weekly, 10 tables per acre**	cleaned monthly, 5 tables per acre
GRILLS/FIREPLACES	provided, ratio 1 per 3 tables	**provided, ration 1 per 5 tables**	provide, ration 1 per picnic site or 1 per 10 tables
TURF	provided Premium Turf standard	**provided Play Turf standard**	provided Play Turf standard
TREES	inspected and pruned to remove dead branches and to provide 8' overhead clearance at least every 2 years; potentially hazardous trees removed within 2 weeks of discovery	**trimmed of dead branches and to provide 8' overhead clearance every 3 to 5 years; potentially hazardous trees removed within 4 weeks of discovery**	trimmed of dead branches every 5 to 7 years; potentially dangerous trees removed within 12 weeks of discovery

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COMMENTS: Restrooms needed for these facilities.

PICNIC AREAS

CATEGORY 8

(Current Maintenance Program)

NEIGHBORHOOD PARK SHELTERS: UNITED NATIONS PARK, SMALLEY PARK, CAHILL PARK, OPTIMIST PARK, TIMBERLAND PARK, BRIMMER PARK, HOLLIDAY PARK, LIONS PARK, MYLAR PARK

Purpose: To provide clean, sanitary, attractive and safe areas for picnicking at degree of maintenance required to serve level of public use.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Group Reservation picnic areas established for frequent use by organizations and other large groups	Popular picnic areas frequently used by individuals, families and small groups, not normally reserved	**Occasional** **areas usually found in neighborhood parks and playgrounds for use by surrounding neighborhoods**
LITTER CONTROL	daily pick up	**daily pick up**	pick up twice weekly during season
TABLES	cleaned daily, 15 tables per acre of picnic area	**cleaned weekly, 10 tables per acre**	cleaned monthly, 5 tables per acre
GRILLS/FIREPLACES	provided, ratio 1 per 3 tables	provided, ration 1 per 5 tables	**provide, ration 1 per picnic site or 1 per 10 tables**
TURF	provided Premium Turf standard	provided Play Turf standard	**provided Play Turf standard**
TREES	inspected and pruned to remove dead branches and to provide 8' overhead clearance at least every 2 years; potentially hazardous trees removed within 2 weeks of discovery	**trimmed of dead branches and to provide 8' overhead clearance every 3 to 5 years; potentially hazardous trees removed within 4 weeks of discovery**	trimmed of dead branches every 5 to 7 years; potentially dangerous trees removed within 12 weeks of discovery

****

COMMENTS:

PICNIC AREAS

CATEGORY 8

(Needed Maintenance Program)

NEIGHBORHOOD PARK SHELTERS: UNITED NATIONS PARK, SMALLEY PARK, CAHILL PARK, OPTIMIST PARK, TIMBERLAND PARK, BRIMMER PARK, HOLLIDAY PARK, LIONS PARK, MYLAR PARK

Purpose: To provide clean, sanitary, attractive and safe areas for picnicking at degree of maintenance required to serve level of public use.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Group Reservation picnic areas established for frequent use by organizations and other large groups	Popular picnic areas frequently used by individuals, families and small groups, not normally reserved	Occasional **areas usually found in neighborhood parks and playgrounds for use by surrounding neighborhoods**
LITTER CONTROL	daily pick up	**daily pick up**	pick up twice weekly during season
TABLES	cleaned daily, 15 tables per acre of picnic area	**cleaned weekly, 10 tables per acre**	cleaned monthly, 5 tables per acre
GRILLS/FIREPLACES	provided, ratio 1 per 3 tables	provided, ration 1 per 5 tables	**provide, ration 1 per picnic site or 1 per 10 tables**
TURF	provided Premium Turf standard	provided Play Turf standard	**provided Play Turf standard**
TREES	inspected and pruned to remove dead branches and to provide 8' overhead clearance at least every 2 years; potentially hazardous trees removed within 2 weeks of discovery	**trimmed of dead branches and to provide 8' overhead clearance every 3 to 5 years; potentially hazardous trees removed within 4 weeks of discovery**	trimmed of dead branches every 5 to 7 years; potentially dangerous trees removed within 12 weeks of discovery

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COMMENTS: Needs more shelter maintenance (painting, etc.)

More drinking fountains, restrooms for these facilities.

BALL DIAMONDS

CATEGORY 9

(Current Maintenance Program)

SOFTBALL FIELDS:
LIONS BALLFIELD (1); CONVERSE BALLFIELD (4)
BRIMMER BALLFIELD (3); MARTIN LUTHER KING BALLFIELD (1)

Purpose: To provide safe playable diamonds to serve three intensity levels of play.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Tournament **highest quality for play by high caliber ball leagues**	League suitable for scheduled ball league play	Neighborhood provided for unorganized, informal play, not normally scheduled for league games
LIGHTING	provided to permit after dark play, minimum 30/20 foot candles	**preferable, to allow after dark play, when provided light to be at minimum 20/15 foot candles**	none
BACKSTOP	maximum size with wings, canopy; weekly inspection and repair	**back and wings, inspected and repaired once per season**	back only unless unusual condition requires more
PLAYER BENCHES	**provided for both teams, may be permanent**	portable, provided for both teams	none
DIAMOND FENCES	**permanent sideline and permanent or semi-permanent outfield fences; weekly inspections and repairs**	semi-permanent or temporary sideline, temporary outfield fences; inspected and repaired monthly	none
WARNING TRACK	**gravel surface 8' wide, before outfield fence**	none	none
IRRIGATION	**provided, preferable by underground sprinkling system**	only under drought conditions	none
INFIELD MAINTENANCE	**brooming, lining, and other diamond preparations before every scheduled game, dust control as needed, bases provided at park, annual regrading**	brooming, lining and other diamond preparations once per day for scheduled play	diamond preparation once per season, graded and filled before each season
TURF AREA MAINTENANCE	maintain Premium Turf Standard	**mowing to 1 1/2", Fall fertilizing and aeration, rest of care per Play Turf Standard**	maintained to Play Turf Standard
SPECTATOR SEATING	permanent or temporary seating for minimum of 350 persons	**temporary seating for minimum of 80 persons**	none

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COMMENTS: Brimmer and Lions have lights.

Converse and Martin Luther King do not have lights.

BALL DIAMONDS

CATEGORY 9

(Needed Maintenance Program)

SOFTBALL FIELDS:
LIONS BALLFIELD (1); CONVERSE BALLFIELD (4)
BRIMMER BALLFIELD (3); MARTIN LUTHER KING BALLFIELD (1)

Purpose: To provide safe playable diamonds to serve three intensity levels of play.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Tournament **highest quality for play by high caliber ball leagues**	League suitable for scheduled ball league play	Neighborhood provided for unorganized, informal play, not normally scheduled for league games
LIGHTING	provided to permit after dark play, minimum 30/20 foot candles	**preferable, to allow after dark play, when provided light to be at minimum 20/15 foot candles**	none
BACKSTOP	**maximum size with wings, canopy; weekly inspection and repair**	back and wings, inspected and repaired once per season	back only unless unusual condition requires more
PLAYER BENCHES	**provided for both teams, may be permanent**	portable, provided for both teams	none
DIAMOND FENCES	**permanent sideline and permanent or semi-permanent outfield fences; weekly inspections and repairs**	semi-permanent or temporary sideline, temporary outfield fences; inspected and repaired monthly	none
WARNING TRACK	**gravel surface 8' wide, before outfield fence**	none	none
IRRIGATION	**provided, preferable by underground sprinkling system**	only under drought conditions	none
INFIELD MAINTENANCE	**brooming, lining, and other diamond preparations before every scheduled game, dust control as needed, bases provided at park, annual regrading**	brooming, lining and other diamond preparations once per day for scheduled play	diamond preparation once per season, graded and filled before each season
TURF AREA MAINTENANCE	**maintain Premium Turf Standard**	mowing to 1 1/2", Fall fertilizing and aeration, rest of care per Play Turf Standard	maintained to Play Turf Standard
SPECTATOR SEATING	permanent or temporary seating for minimum of 350 persons	**temporary seating for minimum of 80 persons**	none

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COMMENTS: Need softball practice areas and warm-up areas (batting cages).

Converse Ballfield Complex needs to be lighted.

Need money to overseed complexes annually.

BALL DIAMONDS

CATEGORY 9

(Current Maintenance Program)

BASEBALL FIELDS:
LITTLE LEAGUE (9); DUTCHER FIELD (2) (Babe Ruth)
PIONEER PARK (1) (Legion)

Purpose: To provide safe playable diamonds to serve three intensity levels of play.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Tournament **highest quality for play by high caliber ball leagues**	League suitable for scheduled ball league play	Neighborhood provided for unorganized, informal play, not normally scheduled for league games
LIGHTING	provided to permit after dark play, minimum 30/20 foot candles	**preferable, to allow after dark play, when provided light to be at minimum 20/15 foot candles**	none **NO LIGHTS LITTLE LEAGUE**
BACKSTOP	**maximum size with wings, canopy; weekly inspection and repair**	back and wings, inspected and repaired once per season	back only unless unusual condition requires more
PLAYER BENCHES	**provided for both teams, may be permanent**	portable, provided for both teams	none
DIAMOND FENCES	**permanent sideline and permanent or semi-permanent outfield fences; weekly inspections and repairs**	semi-permanent or temporary sideline, temporary outfield fences; inspected and repaired monthly	none
WARNING TRACK	**gravel surface 8' wide, before outfield fence**	none	none
IRRIGATION	**provided, preferable by underground sprinkling system**	only under drought conditions	none
INFIELD MAINTENANCE	**brooming, lining, and other diamond preparations before every scheduled game, dust control as needed, bases provided at park, annual regrading**	brooming, lining and other diamond preparations once per day for scheduled play	diamond preparation once per season, graded and filled before each season
TURF AREA MAINTENANCE	maintain Premium Turf Standard	**mowing to 1 1/2", Fall fertilizing and aeration, rest of care per Play Turf Standard**	maintained to Play Turf Standard
SPECTATOR SEATING	**permanent or temporary seating for minimum of 350 persons**	temporary seating for minimum of 80 persons	none

****

COMMENTS:

BALL DIAMONDS

CATEGORY 9

(Needed Maintenance Program)

BASEBALL FIELDS:
LITTLE LEAGUE (9); DUTCHER FIELD (2) (Babe Ruth)
PIONEER PARK (1) (Legion)

Purpose: To provide safe playable diamonds to serve three intensity levels of play.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Tournament **highest quality for play by high caliber ball leagues**	League suitable for scheduled ball league play	Neighborhood provided for unorganized, informal play, not normally scheduled for league games
LIGHTING	provided to permit after dark play, minimum 30/20 foot candles	**preferable, to allow after dark play, when provided light to be at minimum 20/15 foot candles**	none
BACKSTOP	**maximum size with wings, canopy; weekly inspection and repair**	back and wings, inspected and repaired once per season	back only unless unusual condition requires more
PLAYER BENCHES	**provided for both teams, may be permanent**	portable, provided for both teams	none
DIAMOND FENCES	**permanent sideline and permanent or semi-permanent outfield fences; weekly inspections and repairs**	semi-permanent or temporary sideline, temporary outfield fences; inspected and repaired monthly	none
WARNING TRACK	**gravel surface 8' wide, before outfield fence**	none	none
IRRIGATION	**provided, preferable by underground sprinkling system**	only under drought conditions	none
INFIELD MAINTENANCE	**brooming, lining, and other diamond preparations before every scheduled game, dust control as needed, bases provided at park, annual regrading**	brooming, lining and other diamond preparations once per day for scheduled play	diamond preparation once per season, graded and filled before each season
TURF AREA MAINTENANCE	**maintain Premium Turf Standard**	mowing to 1 1/2", Fall fertilizing and aeration, rest of care per Play Turf Standard	maintained to Play Turf Standard
SPECTATOR SEATING	**permanent or temporary seating for minimum of 350 persons**	temporary seating for minimum of 80 persons	none

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COMMENTS: Little League - need irrigation renovation

Dutcher Fields - need infield regarding

All ballfields need overseeding program.

BALL DIAMONDS

CATEGORY 9

(Needed Maintenance Program)

BASEBALL PRACTICE AREAS: DUTCHER FIELDS, PIONEER PARK FIELD

Purpose: To provide safe playable diamonds to serve three intensity levels of play.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Tournament highest quality for play by high caliber ball leagues	League suitable for scheduled ball league play	Neighborhood provided for unorganized, informal play, not normally scheduled for league games **PRACTICE AREA**
LIGHTING	provided to permit after dark play, minimum 30/20 foot candles	preferable, to allow after dark play, when provided light to be at minimum 20/15 foot candles	**none**
BACKSTOP	maximum size with wings, canopy; weekly inspection and repair	back and wings, inspected and repaired once per season	**back only unless unusual condition requires more**
PLAYER BENCHES	provided for both teams, may be permanent	portable, provided for both teams	**none**
DIAMOND FENCES	permanent sideline and permanent or semi-permanent outfield fences; weekly inspections and repairs	semi-permanent or temporary sideline, temporary outfield fences; inspected and repaired monthly	**none**
WARNING TRACK	gravel surface 8' wide, before outfield fence	none	**none**
IRRIGATION	provided, preferable by underground sprinkling system	**only under drought conditions**	none
INFIELD MAINTENANCE	brooming, lining, and other diamond preparations before every scheduled game, dust control as needed, bases provided at park, annual regrading	brooming, lining and other diamond preparations once per day for scheduled play	**diamond preparation once per season, graded and filled before each season**
TURF AREA MAINTENANCE	maintain Premium Turf Standard	mowing to 1 1/2", Fall fertilizing and aeration, rest of care per Play Turf Standard	**maintained to Play Turf Standard**
SPECTATOR SEATING	permanent or temporary seating for minimum of 350 persons	temporary seating for minimum of 80 persons	**none**

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COMMENTS: We have very poor quality practice areas. This puts more pressure on ballfields, as teams want to practice on them.

BALL DIAMONDS

CATEGORY 9

(Current Maintenance Program)

BASEBALL PRACTICE AREAS: DUTCHER FIELDS, PIONEER PARK FIELD

Purpose: To provide safe playable diamonds to serve three intensity levels of play.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Tournament highest quality for play by high caliber ball leagues	League suitable for scheduled ball league play	Neighborhood provided for unorganized, informal play, not normally scheduled for league games **PRACTICE AREA ADJOINING PLAY AREAS.**
LIGHTING	provided to permit after dark play, minimum 30/20 foot candles	preferable, to allow after dark play, when provided light to be at minimum 20/15 foot candles	**none**
BACKSTOP	maximum size with wings, canopy; weekly inspection and repair	back and wings, inspected and repaired once per season	**back only unless unusual condition requires more**
PLAYER BENCHES	provided for both teams, may be permanent	portable, provided for both teams	**none**
DIAMOND FENCES	permanent sideline and permanent or semi-permanent outfield fences; weekly inspections and repairs	semi-permanent or temporary sideline, temporary outfield fences; inspected and repaired monthly	**none**
WARNING TRACK	gravel surface 8' wide, before outfield fence	none	**none**
IRRIGATION	provided, preferable by underground sprinkling system	only under drought conditions	**none**
INFIELD MAINTENANCE	brooming, lining, and other diamond preparations before every scheduled game, dust control as needed, bases provided at park, annual regrading	brooming, lining and other diamond preparations once per day for scheduled play	**diamond preparation once per season, graded and filled before each season**
TURF AREA MAINTENANCE	maintain Premium Turf Standard	mowing to 1 1/2", Fall fertilizing and aeration, rest of care per Play Turf Standard	maintained to Play Turf Standard **NONE - MOWED TWICE A YEAR.**
SPECTATOR SEATING	permanent or temporary seating for minimum of 350 persons	temporary seating for minimum of 80 persons	**none**

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COMMENTS:

BALL DIAMONDS

CATEGORY 9

(Current Maintenance Program)

SOCCER FIELDS:
CAHILL PARK SOCCER COMPLEX, LIONS PARK OPEN AREAS

Purpose: To provide safe playable diamonds to serve three intensity levels of play.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Tournament highest quality for play by high caliber ball leagues	**League** **suitable for scheduled ball league play**	Neighborhood provided for unorganized, informal play, not normally scheduled for league games
LIGHTING	provided to permit after dark play, minimum 30/20 foot candles	preferable, to allow after dark play, when provided light to be at minimum 20/15 foot candles	**none**
BACKSTOP	maximum size with wings, canopy; weekly inspection and repair	back and wings, inspected and repaired once per season	back only unless unusual condition requires more **NONE**
PLAYER BENCHES	provided for both teams, may be permanent	portable, provided for both teams	**none**
DIAMOND FENCES	permanent sideline and permanent or semi-permanent outfield fences; weekly inspections and repairs	semi-permanent or temporary sideline, temporary outfield fences; inspected and repaired monthly	none
WARNING TRACK	gravel surface 8' wide, before outfield fence	none	none
IRRIGATION	**provided, preferable by underground sprinkling system**	only under drought conditions	none
INFIELD MAINTENANCE	brooming, lining, and other diamond preparations before every scheduled game, dust control as needed, bases provided at park, annual regrading	brooming, lining and other diamond preparations once per day for scheduled play	diamond preparation once per season, graded and filled before each season
TURF AREA MAINTENANCE	**maintain Premium Turf Standard**	mowing to 1 1/2", Fall fertilizing and aeration, rest of care per Play Turf Standard	maintained to Play Turf Standard
SPECTATOR SEATING	permanent or temporary seating for minimum of 350 persons	temporary seating for minimum of 80 persons	**none**

****

COMMENTS:

BALL DIAMONDS

CATEGORY 9

(Needed Maintenance Program)

SOCCER FIELDS:
CAHILL PARK SOCCER COMPLEX, LIONS PARK OPEN AREAS

Purpose: To provide safe playable diamonds to serve three intensity levels of play.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Tournament highest quality for play by high caliber ball leagues	League **suitable for scheduled ball league play**	Neighborhood provided for unorganized, informal play, not normally scheduled for league games
LIGHTING	provided to permit after dark play, minimum 30/20 foot candles	preferable, to allow after dark play, when provided light to be at minimum 20/15 foot candles	**none**
BACKSTOP	maximum size with wings, canopy; weekly inspection and repair	back and wings, inspected and repaired once per season	back only unless unusual condition requires more
PLAYER BENCHES	provided for both teams, may be permanent	portable, provided for both teams	**none**
DIAMOND FENCES	permanent sideline and permanent or semi-permanent outfield fences; weekly inspections and repairs	semi-permanent or temporary sideline, temporary outfield fences; inspected and repaired monthly	none
WARNING TRACK	gravel surface 8' wide, before outfield fence	none	none
IRRIGATION	**provided, preferable by underground sprinkling system**	only under drought conditions	none
INFIELD MAINTENANCE	brooming, lining, and other diamond preparations before every scheduled game, dust control as needed, bases provided at park, annual regrading	brooming, lining and other diamond preparations once per day for scheduled play	diamond preparation once per season, graded and filled before each season
TURF AREA MAINTENANCE	**maintain Premium Turf Standard**	mowing to 1 1/2", Fall fertilizing and aeration, rest of care per Play Turf Standard	maintained to Play Turf Standard
SPECTATOR SEATING	permanent or temporary seating for minimum of 350 persons	temporary seating for minimum of 80 persons	none

****

COMMENTS: Need more soccer fields, with movable goals. Too much play on existing fields.

BRIDGES AND SITE AMENITIES

CATEGORY 10

(Current Maintenance Program)

ALL PARKS BRIDGES AND PARK BENCHES AND PICNIC TABLES
ALL LIGHT POLES
BRIDGES: MYLAR (1), LIONS (3)
PROMENADE AREAS: HOLLIDAY, MARTIN LUTHER KING AND LIONS PARK

Purpose: To provide and maintain safe, accommodating and aesthetic bridges and site amenities for all park areas as necessary to facilitate their use.

MAINTENANCE STANDARDS

	CLASS A Major Circulation Routes		CLASS B Minor Circulation Routes
MAINTENANCE ITEM	**Timber**	**Concrete**	
INSPECTION SCHEDULE	weekly-decking, railings, exposed bolts monthly-support beams and stringers, hidden bolts annual-entire structure, pilings, footings, abutments	**annual inspection of deck surface, railing material, footings, understructure, pilings and abutments**	monthly safety inspection deck surface and railings, annual inspection of entire structure
MAINTENANCE	as called for in manufacturer's specifications	major repairs by qualified contractors only	**repairs as needed to keep safe condition**
CONTROL SIGNS	**all regulatory signs relating to Load Limits, direction of travel, and speed limits kept in legible conditions at all times**	none	none

****

COMMENTS:

BRIDGES AND SITE AMENITIES

CATEGORY 10

(Needed Maintenance Program)

ALL PARKS BRIDGES AND PARK BENCHES AND PICNIC TABLES
ALL LIGHT POLES
BRIDGES: MYLAR (1), LIONS (3)
PROMENADE AREAS: HOLLIDAY, MARTIN LUTHER KING AND LIONS PARK

Purpose: To provide and maintain safe, accommodating and aesthetic bridges and site amenities for all park areas as necessary to facilitate their use.

MAINTENANCE STANDARDS

	CLASS A Major Circulation Routes		CLASS B Minor Circulation Routes
MAINTENANCE ITEM	Timber	Concrete	
INSPECTION SCHEDULE	weekly-decking, railings, exposed bolts monthly-support beams and stringers, hidden bolts annual-entire structure, pilings, footings, abutments	annual inspection of deck surface, railing material, footings, understructure, pilings and abutments	monthly safety inspection deck surface and railings, annual inspection of entire structure
MAINTENANCE	as called for in manufacturer's specifications	major repairs by qualified contractors only	repairs as needed to keep safe condition
CONTROL SIGNS	all regulatory signs relating to Load Limits, direction of travel, and speed limits kept in legible conditions at all times	none	none

****

COMMENTS: Need to upgrade our inspection and repair program (additional painting).

Need to look at additional benches and tables in all parks.

FENCES

CATEGORY 11

(Current Maintenance Program)

ALL FENCES IN ALL PARK AREAS

Purpose: To provide and maintain durable, functional and aesthetic fencing as necessary.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C	CLASS D
MAINTENANCE ITEM	Chain Link	Woven Wire	Temporary	Other
LOCATION	**as approved by Superintendent of Parks and Recreation**	as approved by Superintendent of Parks and Recreation	as approved by Superintendent or Manager of Park Operations	as needed
CONSTRUCTION	**minimum height 4'; fabric or galvanized or plastic coated, commercial grade 9 gauge; posts set in concrete 42", post caps, 2 1/2" diameter, top rail to be provided**	minimum height 4'; posts of steel or wood; maximum spacing 12'	wood or wire, steel or wood posts	miscellaneous fence structures or barriers of various materials (i.e., wood, metal, stone, concrete, etc.)
MAINTENANCE	painted every ten years, annual safety inspection, repairs made within 2 weeks of discovery	**annual safety inspection, repairs within 4 weeks of discovery**	monthly inspection, to be removed after need	as needed by type of material, inspection/ repairs to keep in safe and serviceable condition
NORMAL USES	**property lines, athletic fields**	property lines	construction locations, seasonal athletic areas	as needed

****

COMMENTS:

FENCES

CATEGORY 11

(Needed Maintenance Program)

ALL FENCES IN ALL PARK AREAS

Purpose: To provide and maintain durable, functional and aesthetic fencing as necessary.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C	CLASS D
MAINTENANCE ITEM	Chain Link	Woven Wire	Temporary	Other
LOCATION	**as approved by Superintendent of Parks and Recreation**	as approved by Superintendent of Parks and Recreation	as approved by Superintendent or Manager of Park Operations	as needed
CONSTRUCTION	**minimum height 4'; fabric or galvanized or plastic coated, commercial grade 9 gauge; posts set in concrete 42", post caps, 2 1/2" diameter, top rail to be provided**	minimum height 4'; posts of steel or wood; maximum spacing 12'	wood or wire, steel or wood posts	miscellaneous fence structures or barriers of various materials (i.e., wood, metal, stone, concrete, etc.)
MAINTENANCE	painted every ten years, annual safety inspection, repairs made within 2 weeks of discovery	**annual safety inspection, repairs within 4 weeks of discovery**	monthly inspection, to be removed after need	as needed by type of material, inspection/ repairs to keep in safe and serviceable condition
NORMAL USES	**property lines, athletic fields**	property lines	construction locations, seasonal athletic areas	as needed

****

COMMENTS: Need additional fence in Cahill Soccer Complex.

Need fence repairs in Zoo area.

Holliday Park tennis fence.

Brimmer backstops and fencing.

East Mylar Park boundary fence along alley.

Repair all bent posts, materials, chain link damaged by vehicles.

TURF AREAS

CATEGORY 12

(Current Maintenance Program)

ALL BALLFIELDS: SOCCER, BASEBALL, SOFTBALL

Purpose: To maintain a safe and attractive turf cover on all unsurfaced park areas at the level dictated by public use.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C	CLASS D
MAINTENANCE ITEM	Premium **most intensive grass area where high degree of care is required to sustain turf cover and/ or where high quality aesthetic appearance is required**	Play usual grass areas in parks where user activity takes place on the turf, street medians and islands in residential and commercial neighborhoods	Field pastoral effect, no or very little park activity; also street rights-of-way	Meadow natural or naturalistic
MOWING	**weekly, average height 1 1/2"-2"**	once ever 7 to 10 working days, 1 1/2"-2" average height	once ever month; 4"-6" average height	no mowing
FERTILIZER	**4-5 ~~twice~~ per year, ~~spring and fall~~**	as needed w/renovation	none	none
WEED CONTROL	chemical application bi-annually	**chemical application annually**	mowing only	none
AERATION	**minimum, once per year,**	every 3 years	none	none
RESEEDING/SODDING	done as needed, at **least once per year**	annually, when needed	**bare spots, year following discovery ***	none
LEAF REMOVAL	**annually**	annually, where applicable	none	none

****

COMMENTS: * Soccer is overseeded annually.

TURF AREAS

CATEGORY 12

(Needed Maintenance Program)

ALL BALLFIELDS: SOCCER, BASEBALL, SOFTBALL

Purpose: To maintain a safe and attractive turf cover on all unsurfaced park areas at the level dictated by public use.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C	CLASS D
MAINTENANCE ITEM	**Premium** **most intensive grass area where high degree of care is required to sustain turf cover and/ or where high quality aesthetic appearance is required**	Play usual grass areas in parks where user activity takes place on the turf, street medians and islands in residential and commercial neighborhoods	Field pastoral effect, no or very little park activity; also street rights-of-way	Meadow natural or naturalistic
MOWING	**weekly, average height 1 1/2"-2"**	once ever 7 to 10 working days, 1 1/2"-2" average height	once ever month; 4"-6" average height	no mowing
FERTILIZER	**twice per year, spring and fall**	as needed w/renovation	none	none
WEED CONTROL	**chemical application bi-annually**	chemical application annually	mowing only	none
AERATION	**minimum, once per year,**	every 3 years	none	none
RESEEDING/SODDING	**done as needed, at least once per year**	annually, when needed	bare spots, year following discovery	none
LEAF REMOVAL	**annually**	annually, where applicable	none	none

****

COMMENTS: Need to have an overseeding program at Baseball and Softball fields.

TURF AREAS

CATEGORY 12

(Current Maintenance Program)

IRRIGATED PARK TURF AREAS

Purpose: To maintain a safe and attractive turf cover on all unsurfaced park areas at the level dictated by public use.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C	CLASS D
MAINTENANCE ITEM	Premium most intensive grass area where high degree of care is required to sustain turf cover and/ or where high quality aesthetic appearance is required	**Play** **usual grass areas in parks where user activity takes place on the turf, street medians and islands in residential and commercial neighborhoods**	Field pastoral effect, no or very little park activity; also street rights-of-way	Meadow natural or naturalistic
MOWING	**weekly, average height 1 1/2"-2"**	once ever 7 to 10 working days, 1 1/2"-2" average height	once ever month; 4"-6" average height	no mowing
FERTILIZER	**twice per year, spring and fall**	as needed w/renovation	none	none
WEED CONTROL	chemical application bi-annually	**chemical application annually**	mowing only	none
AERATION	**minimum, once per year** *	every 3 years	none	none
RESEEDING/SODDING	done as needed, at least once per year	**annually, when needed**	bare spots, year following discovery	none
LEAF REMOVAL	**annually**	annually, where applicable	none	none

****

COMMENTS: * In major parks: Holliday, Lions, Brimmer, Mylar.

Need to increase our overseeding program in this area.

TURF AREAS

CATEGORY 12

(Needed Maintenance Program)

IRRIGATED PARK TURF AREAS

Purpose: To maintain a safe and attractive turf cover on all unsurfaced park areas at the level dictated by public use.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C	CLASS D
MAINTENANCE ITEM	Premium most intensive grass area where high degree of care is required to sustain turf cover and/ or where high quality aesthetic appearance is required	**Play** **usual grass areas in parks where user activity takes place on the turf, street medians and islands in residential and commercial neighborhoods**	Field pastoral effect, no or very little park activity; also street rights-of-way	Meadow natural or naturalistic
MOWING	**weekly, average height 1 1/2"-2"**	once ever 7 to 10 working days, 1 1/2"-2" average height	once ever month; 4"-6" average height	no mowing
FERTILIZER	**twice per year, spring and fall**	as needed w/renovation	none	none
WEED CONTROL	**chemical application bi-annually**	chemical application annually	mowing only	none
AERATION	**minimum, once per year ***	every 3 years	none	none
RESEEDING/SODDING	done as needed, at least once per year	**annually, when needed**	bare spots, year following discovery	none
LEAF REMOVAL	**annually**	annually, where applicable	none	none

****

COMMENTS: * In major parks: Holliday, Lions, Brimmer, Mylar.

Need to increase our overseeding program in this area.

TURF AREAS

CATEGORY 12

(Current Maintenance Program)

NON-IRRIGATED PARK AREAS, RIGHTS-OF-WAY, ALL NON-DEVELOPED PARK AREAS

Purpose: To maintain a safe and attractive turf cover on all unsurfaced park areas at the level dictated by public use.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C	CLASS D
MAINTENANCE ITEM	Premium most intensive grass area where high degree of care is required to sustain turf cover and/ or where high quality aesthetic appearance is required	Play usual grass areas in parks where user activity takes place on the turf, street medians and islands in residential and commercial neighborhoods	**Field** **pastoral effect, no or very little park activity; also street rights-of-way**	Meadow natural or naturalistic
MOWING	weekly, average height 1 1/2"-2"	once ever 7 to 10 working days, 1 1/2"-2" average height	**once ever month; 4"-6" average height**	no mowing
FERTILIZER	twice per year, spring and fall	as needed w/renovation	**none**	none
WEED CONTROL	chemical application bi-annually	chemical application annually	**mowing only**	none
AERATION	minimum, once per year,	every 3 years	**none**	none
RESEEDING/SODDING	done as needed, at least once per year	annually, when needed	bare spots, year following discovery	**none**
LEAF REMOVAL	annually	annually, where applicable	none	**none**

****

TURF AREAS

CATEGORY 12

(Needed Maintenance Program)

NON-IRRIGATED PARK AREAS, RIGHTS-OF-WAY, ALL NON-DEVELOPED PARK AREAS

Purpose: To maintain a safe and attractive turf cover on all unsurfaced park areas at the level dictated by public use.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C	CLASS D
MAINTENANCE ITEM	Premium most intensive grass area where high degree of care is required to sustain turf cover and/ or where high quality aesthetic appearance is required	Play usual grass areas in parks where user activity takes place on the turf, street medians and islands in residential and commercial neighborhoods	**Field** **pastoral effect, no or very little park activity; also street rights-of-way**	Meadow natural or naturalistic
MOWING	weekly, average height 1 1/2"-2"	once ever 7 to 10 working days, 1 1/2"-2" average height	**once ever month; 4"-6" average height**	no mowing
FERTILIZER	twice per year, spring and fall	as needed w/renovation	**none**	none
WEED CONTROL	chemical application bi-annually	chemical application annually	**mowing only**	none
AERATION	minimum, once per year,	every 3 years	**none**	none
RESEEDING/SODDING	done as needed, at least once per year	annually, when needed	bare spots, year following discovery	**none**
LEAF REMOVAL	annually	annually, where applicable	none	**none**

****

COMMENTS: Need some rodent control on these areas; also noxious weed control.

WINTER SPORTS

CATEGORY 13

(Current Maintenance Program)

ICE SKATING:
HOLLIDAY PARK LAKE; PEANUT POND (LIONS PARK)

Purpose: To provide opportunity for winter activities such as ice skating, tobogganing, sledding and cross-country skiing.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Site with amenities such as lighting, warming shelter and restrooms; supervision; where the Department establishes, operates and maintains conditions for the public use.	**Conditions are suitable for public use, however, may lack some or all site amenities of a "Class A" designation. A neighborhood volunteer maintenance effort may be utilized to support the facilities.**	Park areas known to provide natural conditions suitable for winter activities. Areas are not maintained specifically for winter use or supervised.
SNOW REMOVAL	**daily or as needed**	only following 4" accumulation	none
GROOMING	**daily during season, weather conditions permitting**	none	none

****

COMMENTS:

WINTER SPORTS

CATEGORY 13

(Needed Maintenance Program)

ICE SKATING:
HOLLIDAY PARK LAKE; PEANUT POND (LIONS PARK)

Purpose: To provide opportunity for winter activities such as ice skating, tobogganing, sledding and cross-country skiing.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Site with amenities such as lighting, warming shelter and restrooms; supervision; where the Department establishes, operates and maintains conditions for the public use.	**Conditions are suitable for public use, however, may lack some or all site amenities of a "Class A" designation. A neighborhood volunteer maintenance effort may be utilized to support the facilities.**	Park areas known to provide natural conditions suitable for winter activities. Areas are not maintained specifically for winter use or supervised.
SNOW REMOVAL	**daily or as needed**	only following 4" accumulation	none
GROOMING	**daily during season, weather conditions permitting**	none	none

****

COMMENTS: These are natural lakes, which makes it difficult to control the condition of the ice surface (swept and watered daily).

WINTER SPORTS

CATEGORY 13

(Current Maintenance Program)

ALL PARKS: CROSS-COUNTRY SKIING AND SLEDDING

Purpose: To provide opportunity for winter activities such as ice skating, tobogganing, sledding and cross-country skiing.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Site with amenities such as lighting, warming shelter and restrooms; supervision; where the Department establishes, operates and maintains conditions for the public use.	Conditions are suitable for public use, however, may lack some or all site amenities of a "Class A" designation. A neighborhood volunteer maintenance effort may be utilized to support the facilities.	**Park areas known to provide natural conditions suitable for winter activities. Areas are not maintained specifically for winter use or supervised.**
SNOW REMOVAL	daily or as needed	only following 4" accumulation	**none**
GROOMING	daily during season, weather conditions permitting	none	**none**

****

COMMENTS:

WINTER SPORTS

CATEGORY 13

(Needed Maintenance Program)

ALL PARKS: CROSS-COUNTRY SKIING AND SLEDDING

Purpose: To provide opportunity for winter activities such as ice skating, tobogganing, sledding and cross-country skiing.

MAINTENANCE STANDARDS

	CLASS A	CLASS B	CLASS C
MAINTENANCE ITEM	Site with amenities such as lighting, warming shelter and restrooms; supervision; where the Department establishes, operates and maintains conditions for the public use.	Conditions are suitable for public use, however, may lack some or all site amenities of a "Class A" designation. A neighborhood volunteer maintenance effort may be utilized to support the facilities.	**Park areas known to provide natural conditions suitable for winter activities. Areas are not maintained specifically for winter use or supervised.**
SNOW REMOVAL	daily or as needed	only following 4" accumulation	**none**
GROOMING	daily during season, weather conditions permitting	none	**none**

****

COMMENTS:

STAFFING

STAFFING OVERVIEW

Over the past five years, the number of full time staff serving the growing needs of Cheyenne citizens has been reduced from 38 positions in 1987 to 34 positions in 1992. There has also been a decrease of 25 part time positions over the same time frame, including 20 part time maintenance personnel. This has occurred while attendance at departmental activities has increased significantly.

At the same time, staffing costs are 72% of the budget. This is a high figure and shows how little money is being invested in park maintenance, capital equipment, and other on-going operation items critical to long term success of the Parks & Recreation system.

The following page shows a staffing comparison from 1987 to the present.

CHEYENNE PARKS & RECREATION DEPARTMENT
STAFFING

	PRESENT STAFFING				
	FULL-TIME		PART-TIME	TIME	DEC./INC. FROM 1987
Division	Position	#			
Forestry					
	Director	1	3	May-Aug	-1 Full-Time
	Utility Workers	2			-5 Part-Time
	Secretary	1			
Parks					
	Superintendent	1	24.5	June-Sept.	+1 Full-Time
	Asst. Super.	1			-20 Part-Time
	Foreman	3			
	Utility Workers	7			
	Secretary	1/2			
Botanical Gardens					
	Director	1	1	June-Sept.	Even
	Asst. Director	1			
Recreation					
	Superintendent	1	Numerous	Year-Round	-1 Full-Time
	Program Dir.	1	Contractual		
	Rec. Specialist	1			
	Rec. Coordinator	1			
	Clerical	2			
Golf Courses					
	Superintendent	1	11		Same
	Foreman	2			
	Utility Workers	3			
	Secretary	1/2			
Administrative					
	Dir. Parks & Recr.	1			-1 Full-Time
	Asst. Director	1			
Aquatics					
	Aquatics Manager	1	17 Municipal	Year-Round	-2 Full-Time
	Asst. Manager	1	7 Johnson	June-Aug	
	Coordinator II	1	6 Beach	June-Aug	

STAFFING RECOMMENDATIONS

Over the past five years, the number of full time staff serving the needs of Cheyenne citizens has been reduced from 38 positions in 1987 to 34 positions in 1992. There has also been a decrease of 25 part time positions over the same time frame, including 20 part time maintenance personnel.

This represents a decrease in staff service of over 25,000 hours per year or the equivalent of 12 full-time positions. Another way of looking at this; is that it represents a 20% staffing decrease from 1987 levels.

The affects of the funding decrease have been felt throughout the agency. We have previously noted its impact on maintenance operations; where Cheyenne park maintenance staff are currently responsible for maintaining more acreage than all but one other Wyoming community surveyed. The forestry division has similarly seen a 25% decrease in staff; while being responsible for increasing tree plantings and maintenance.

The decreases in staffing levels has also slowed the expanding participation in swimming and recreation program areas since 1987.

In the twelve (12) year period from 1975 and 1986 annual recreation programming increased from 5,036 to 44,908 participants; an average yearly increase of about 20% in 1987, the recreation division lost one of five programming positions. Since then, and between 1986 and 1991 participation has slowed to average increases of just over 2% per year based on these participant numbers 44,908 to 50,626 respectively.

The slow down has been even more dramatic in the pool division. Between 1979 and 1986, recreational swim attendance increased at an annual rate of approximately 9% (from 41,703 in 1979 to 76,566 in 1986). Swim lesson attendance increased from 1,302 in 1979 to 3,863 in 1986; an over 15% annual increase.

In 1987, programming staff was decreased in the aquatics division from 5 to 3 full-time personnel. Since then, there has been no growth in recreational swimming decreasing to 76,165 swimmers per year and attendance at swim lessons has decreased dramatically to 1,944 per year in 1991 from the 3,863 swim lesson participants in 1987.

It is our belief that every effort should be made to ensure that staffing levels are as lean as reasonably possible so that Cheyenne citizens receive the maximum service benefits. However, we also believe that sometimes position reductions can be beyond the point where citizen service needs are fully met. This may have been the case in 1987 when the city needed to make staff reductions to meet a serious fiscal situation.

Therefore, we recommend that efforts be made to increase staffing in the parks and recreation department an average 2 to 3 full-time positions per year for the next 4 years. We have previously suggested that the first positions to be funded should be in park maintenance.

We additionally recommend that:

1. Two of the positions be utilized to implement recommendations of the Master Plan report including hiring of a Coordinator to manage the self operations of concessions and miniature golf course operations; and hiring of a Superintendent of Development position.

2. That a percentage of the costs (at least 25%) for hiring additional recreation and swim personnel be paid through user fee revenues.

The following shows a staffing comparison from 1987 to the present.

OBSERVATIONS AND RECOMMENDATIONS

A Superintendent of Development position should be created and funded.

The position will be in charge of development activities, i.e. public relations, special events, grants, volunteer programs, corporate sponsorships, foundation development, public/private partnerships. If need be, the position can be put into a half time position originally, and worked into a full time position at a later date.

This position should be at least 50% supported through fees generated.

The creation of Superintendent of Development positions are growing in popularity for Parks & Recreation Departments. This is a position that has been widely used in the non-profit sector, particularly for fund raising efforts and building corporate support.

This position should also organize the Greater Cheyenne Recreation Commission as a strong Parks and Recreation advocacy group directed to be ambassadors to the entire community on behalf of the existing programs, proposed facilities, increasing citizen awareness and involvement in the City's guest to provide improvements to the programs, facilities and operations.

COMMUNITY INVOLVEMENT

COMMUNITY INVOLVEMENT OVERVIEW

A number of community organizations are involved with parks and recreation programming. In particular, youth sports organizations are very well represented.

There is a need for increased cross dialoguing and organization among community groups to arrive at comprehensive solutions affecting parks and recreation operations. This additional coordination service is likely to demand after-hours time of a staff person, thus increasing the need for staff.

The page following contains a listing of community organizations involved with the Cheyenne Parks and Recreation Department.

CHEYENNE PARKS AND RECREATION DEPARTMENT

MASTER PLAN
Organization Input

Organization	Contact Person	Address
Cheyenne Soccer Assoc.	Allen Bott	4914 E. 7th (9)
Cheyenne Sting	Kostas Tsandes	900 Phoenix Dr. (9)
Cheyenne Youth Baseball	Ben Monjaras	3135 Douglas (1)
American Legion Baseball	Ron Kalkofen	740 Oakhurst Dr. (9)
Girls Youth Softball	Marlene Messer	828 Stevens Dr. (1)
Amateur Softball Assoc.	Hall Stoddard	511 E. Longhorn (9)
Chey. Basketball Officials Assoc.	Hall Stoddard	511 E. Longhorn (9)
Chey. Umpires Assoc.	Hall Stoddard	511 E. Longhorn (9)
USSSA (Softball)	Terry Ruiz	4224 E. "C", F.E. WAFB
Chey. Officials Assoc. (COA)	Ed Restivo	2315 e. 10th (1)
Chey. Jr. League Baseball	Larry Schied	910 W. 21st (1)
YMCA	Ed Carleo & Chair of Board	1426 E. Lincolnway (1)
LCCC Community Services	Sam Sturman	1400 E. College Dr. (7)
WAFB Youth Center	Lew Francis	90 CSG/SSR, FE WAFB (05-5000)
Chey. Judo Club	Fred/Noreen LeMond	PO Box 1, Horsecreek 82601
Laramie County Extension Office		1700 Snyder Ave. (1)
Fitness Plus	Owner	1880 Westland Rd. (1)
DePaul Health/Fitness Inst.		1620 E. Pershing Blvd
Jazzercise	Jean Fisher	5621 Sunset Dr. (9)
Roller City	Jan Porter	5506 Weaver Rd. (9)
Two Bar Bowl	Pat Villapando	700 Carlson (9)
Bowlerama - Sports Emporium		2801 E. Lincolnway (1)
Frontier Tennis Center	Larry Haughness	PO Box 2477 (3)
Cheyenne Trap Club	Phil Kiner	3113 White Cloud (9)
Airport Golf Course Board	Jerry Mann	4801 Central Ave. (9)
Jogging/races	Nate Breen	1013 W. 28th St. (1)
Field Archers	Rick Parish	520 W. 8th Ave. (1)
AARP - Seniors	Jean Townsent	724 Monclair (9)
Chey. Housing Authority	Susie Heller	3304 Sheridan Ave. (9)
Chey. RESPITE Program (Handicap)		712 Storey Blvd. (9)
Magic City Enterprises		301 Deming Dr. (7)
Jr./Sr. High Student Council Repr.		
Frontier Committee	Dave Jahansen	PO Box 2477 (3)
Frontier Mall	Ethan Levine	1400 Dell Range Blvd.(9)
Forest Committee	John Mahoney	306 Western Hills Blvd.
Parks and Recreation Staff	(all divisions)	
Youth Alternatives	Ronn Jeffrey	1328 Talbot Ct. (1)
Crow Creek Committee	Pete Laybourn	

RECOMMENDATIONS AND OBSERVATIONS

Best Potential Sources of Increased Community Support

1. Youth sports organizations.
2. Volunteers and organizations involved with the Greenway Park System.
3. Establishment of "Friends of Lions Park" organization.
4. Museum project at Lions Park.
5. Increased corporate support of special events.
6. Foundation donors.
7. Seniors - Present base in place at botanical gardens.

OBSERVATIONS AND RECOMMENDATIONS

A Parks and Recreation Foundation should be developed.

Today, private investment leveraged with public dollars is critical to on-going capital expansion of park systems. Many communities have found the development of Parks and Recreation Foundations an excellent means of accomplishing this goal.

Following are several documents which will assist in these efforts including; a sample of Cheyenne Parks and Recreation Foundation Bylaws, Proposed Agreement and Qualities of a Good Foundation Board Member.

SAMPLE

BYLAWS OF
CHEYENNE PARKS AND RECREATION FOUNDATION

I. PURPOSE

A. THE CHEYENNE PARKS AND RECREATION FOUNDATION

The Cheyenne Parks and Recreation Foundation (hereinafter referred to as "the foundation") shall promote, by financial support or otherwise, the public parks, and programs held therein or in connection therewith, of the City of Cheyenne, Wyoming and other purposes of the City of Cheyenne, Wyoming, Department of Parks and Recreation and the Articles of Incorporation of the Foundation.

B.

The Foundation may make gifts to the City of Cheyenne, Wyoming, Department of Parks and Recreation for capital improvements, special gifts, special programs or emergencies.

II. MEMBERSHIP

A. THE MEMBERSHIP OF THE FOUNDATION

The membership of the foundation shall be open to any member of the general public, subject only to the requirement that each member conform to the rules of the Foundation as adopted by the Trustees.

III. TRUSTEES

A. AUTHORITY OF TRUSTEES

Trustees shall conduct the affairs of the foundation. They shall have, by majority vote, the authority to buy, sell, mortgage or otherwise encumber, borrow, lend, pledge, or hypothecate any real or personal property owned by the Foundation; to make prudent investments; to pay reasonable expenses of the operation of the Foundation; to refuse any gift which they find is not in keeping with the purposes of the Foundation; to apply gifts to like or related purposes if it is impossible to carry out the specific purposes of any donor; and all other authority reasonably necessary to accomplish the purposes of the Foundation, subject to the restrictions set forth in the remainder of this Section III. In the event of a tie, the chairman shall have the deciding vote.

B. RESTRICTIONS UPON TRUSTEES

Trustees may expend income of the gifts to the Foundation unless the donor expressly directs otherwise. In the case of gifts to the Foundation where the donor expressly directs that the Trustees may expend principal thereof, it shall be the policy of the foundation to preserve principal and expend income unless prudent to do otherwise. Trustees shall determine what receipts shall be deemed income and principal and what expenses shall be charged against income and principal. Trustees shall invest or hold for appreciation all gifts to the Foundation for such time as they, in their uncontrolled discretion deem appropriate.

C. COMPOSITION OF BOARD OF TRUSTEES: TERM OF OFFICE

There shall be not less than five (5) Trustees, all of whom shall be members of the Foundation. Each Trustee shall serve a term of three (3) years, after the terms of the original Trustees. Of the original Trustees, two (2) shall serve a term of three (3) years, two (2) a term of two (2) years, and the remaining Trustee a term of one (1) year. Trustees shall not receive compensation for their services as Trustees. No Trustee shall serve more than two (2) consecutive terms.

Members of the City of Cheyenne, Wyoming, Department of Parks and Recreation Advisory Board plus the Mayor and City Manager, shall serve as the initial members of the Board of Trustees. The Assistant City Manager, Recreation Superintendent and Park Superintendent shall serve as ex-officio members of the Board of Trustees.

D. NOMINATIONS AND ELECTION PROCEDURES

Trustees may be nominated in any of the following ways:

1. by any member at the annual meeting of members;
2. any member may nominate himself or herself at the annual meeting of members; or,
3. by any member's writing the nomination and sending such written nomination to any Trustee at least ten (10) days prior to the annual meeting of members.

Nominees receiving the greatest number of votes at the annual meeting shall be elected.

E. ACCOUNTING

The organization shall be on a cash basis of accounting and the treasurer will cause to be kept a current set of books. The fiscal year shall be May 31. An audit by either an audit committee comprised of two members of the Board of Trustees, neither of which is the treasurer, or by an accounting firm, shall be conducted annually.

F. TRUSTEES' PROCEDURES

Trustees may establish their own rules of procedure concerning the election of a chairman, meeting dates and times, and other matters not covered by these Bylaws. All meetings of the Trustees shall be open to members.

G. ANNUAL MEETING

The annual meeting shall be held in the last quarter of the fiscal year. The meeting shall be selected by the Trustees.

IV. TAXATION

Trustees shall not make any action which may reasonably be expected to compromise the Foundation's tax-exempt status.

V. AMENDMENT OF BYLAWS

These Bylaws may be amended by the Trustees by an 80% vote. Written notice of any proposed amendment shall be given to the Trustees at least fourteen (14) days prior to voting upon the proposed amendment, and written notice of any proposed amendment shall be printed in the newsletter to the Foundation at least once prior to voting or, if there is no such newsletter, such written notice shall be mailed to each Trustee.

VI. DISSOLUTION AND WINDING UP

The Foundation may be dissolved by a vote of 80% of the members attending and voting at a special meeting of members called for that purpose. Such special meeting may be called by Trustees or by 25% of the members. At least three (3) weeks written notice must be given to all members before such meeting. If the Foundation should be dissolved, its assets shall first be applied to its outstanding liabilities, and then be distributed by the Trustees in accordance with the purposes of the Foundation and the Articles of Incorporation.

PROPOSED AGREEMENT

WHEREAS, the Cheyenne Parks and Recreation Foundation was established to, among other things, provide a source and an opportunity for interested individuals to aid the betterment of parks and recreation endeavors in the City of Cheyenne, Wyoming; and,

WHEREAS, the City of Cheyenne, recognizes, appreciates, and encourages the generous and charitable benefits given by the Foundation and received by the City as this activity provides benefits for all citizens of Cheyenne; and,

WHEREAS, the Foundation and the Department of Parks and Recreation of the City of Cheyenne is encouraged to work closely together in a way that will, in the discretion of the Parks and Recreation Department be in the best interest of the City of Cheyenne; and,

WHEREAS, the Foundation and Parks and Recreation Department will determine, from time to time, by mutual understanding, the type of assistance to be offered and received by each, with the general goal, being, at all times, the best interest of the Parks and Recreation Department and the City of Cheyenne.

NOW, THEREFORE, it is agreed as follows:

1) The Foundation and the Parks and Recreation Department shall work towards and share jointly in their respective efforts to provide further development of Parks and Recreation activities.

2) The Foundation shall solely make the determination as to what benefits shall accrue from the Foundation to the Parks and Recreation Department.

3) The Parks and Recreation Department shall solely decide and determine what benefits it is to receive from the Foundation.

4) That the expenses involved in each incident wherein the Foundation furnishes gifts or assistance of any type to the Parks and Recreation Department shall be determined and satisfied by mutual agreement.

5) It is and shall be the duty and purpose of each to share openly any information or data, each to the other, in which each would have an interest.

6) Should any expenses arise, from time to time, affecting both parties, to include labor, materials, and/or supplies, a mutual understanding shall be reached as to who shall bear the costs.

7) It is clearly established that the Foundation has been formed for the purpose of providing assistance, financial and otherwise, to the Parks and Recreation Department with the Foundation having no interest in, nor obligation to, the operation of the Parks and Recreation Department, its administration or decision making functions, and while the Parks and Recreation Department is interested in the goals and functions of the Foundation, it is not involved with or obligated to, in any way, the decision making powers and administration of the Foundation.

8) The Board of Trustees of the foundation may include as an Ex-Officio, non-voting member, any individual employed by or associated with the Parks and Recreation Department.

IN WITNESS WHEREOF THIS AGREEMENT WAS SIGNED THIS _____ DAY OF _____, 1991.

_____ _____

City of Cheyenne Cheyenne Parks and Recreation Foundation

QUALITIES OF A GOOD FOUNDATION BOARD MEMBER

The productive foundation board member should:

* have had significant involvement with programs and projects to understand priorities and strategies for the encouraging of financial support;

* be genuinely concerned for the future of Parks and Recreation's presence;

* accept responsibility, establish gift standards, originate action, sustain a positive mood, and keep things going;

* understand people and enjoy working as a team member;

* communicate honestly and effectively the goals of the Parks and Recreation Foundation;

* know the opportunity to seize private philanthropic assistance in the community;

* be well respected by others in the community

* be willing to be a participant in the giving and obtaining of gifts to the campaign;

* understand and appreciate the business climate as it relates to Parks and Recreation; and;

* be a person of integrity who respects the integrity and dignity of others.

Compiled for Hartsook and Associates
Wichita, Kansas (316) 682-8813
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ADMINISTRATION

ADMINISTRATIVE OVERVIEW

Administration for Parks and Recreation is handled by a staff of two professionals. This is a very small organizational unit to coordinate all Parks and Recreation activities.

Clerical and Reception Support staff is shared between Administration and Recreation Division. This compounds the staffing shortage in the Recreation Division.

ADMINISTRATIVE OVERVIEW

Administration for Parks and Recreation is handled by a staff of two professionals; the Director of Parks and Recreation and Assistant Director of Parks and Recreation. Administrative secretarial support for the entire department is handled through two full time secretaries who are also shared with the recreation division. As indicated earlier, this is one less clerical position than existed in 1987.

This is a very small organizational unit to coordinate all Parks and Recreation activities; and speaks highly of the ability of the administrative unit and in particular the Director of Parks and Recreation to keep pace with the department's expanding citizen service base.

This has occurred for the following reasons:

Coordination of Staff Resources - The present staff work very well together. There are regular cross divisional communication meetings and each division head is well aware of their own responsibilities and how they relate to the overall departmental service mission.

Staff Longevity - The core administrative staff and division chiefs are largely composed of personnel who have been with the department for a great number of years, and provide a body of knowledge relating to citizen service that is of a very high quality.

Dedication - The administrative staff and division heads are extremely dedicated to service delivery; and anything but 40 hour a week people. This is critical since the department operates programs and facilities 7 days a week year round; with limited resources.

Professional Reputation - Staff, and in particular Dave Romero, are well respected in the profession and utilized as resources by other state and national parks and recreation professionals. In return, the Cheyenne Department is able to utilize the expertise of other professionals throughout the county as a means of staying on top of the latest trends for citizen service delivery.

OBSERVATIONS AND RECOMMENDATIONS

Software systems for Parks and Recreation operations should be coordinated.

Department personnel have excellent knowledge of computers, particularly in Administrative and Recreation Divisions.

Computer hardware, department wide, is compatible. However, the divisions are not utilizing software systems that are totally compatible.

Reasonably priced software systems ($5,000 to $10,000) are available specifically tailored to Parks and Recreation needs including registration, customer analysis, mailing list development, tracking of program costs/revenues, maintenance, shelter house and facility reservations, and other important functions.

It is recommended that acquisitions of such a software program occur.

The following two pages list current department hardware/software.

CHEYENNE PARKS AND RECREATION DEPARTMENT
PRESENT COMPUTER HARDWARE & SOFTWARE/USAGE

Botanical Gardens

Hardware

One Amiga 2000, Commodore/IBM. Share does not use the add on IBM card.
One HPIIIP laser jet printer.
One modem.

Software

Excellence word processing package - 99% of use Data Retrieve - Database package.
Who, What, When, Where - Rolodex/Scheduling software for calendars and addresses.
Deluxe Paint.
Word Processing, Calendar/Address System.

Parks:

Hardware

One Hyundai 286, 40 meg hard drive, front office.

Software

Work Management System (based on Foxbase Database).
Reservation System, Financial Management, Mail.
Have other software loaded but it is not used.

Golf:

Hardware/Software

None - Are tied into Work Management System through Parks.

Forestry:

Hardware

Currently none, but are funded for hardware. Plan to buy a 486 with 25mhz, 100 mb drive, 4 mb ram and printer.

Software

Plan to base tree inventory on Dbase III+, also plan to acquire Lotus 123,
Word Perfect 5.1.
Permitting, Tree Maintenance.

CHEYENNE PARKS AND RECREATION DEPARTMENT
PRESENT COMPUTER HARDWARE & SOFTWARE/USAGE

Swim:

Hardware/Software

None - would use database for lesson records and water treatment; spreadsheet to track revenue and budgets, word processor for news releases and correspondence; registration software package, and a scheduling package for workloads and staff schedules at 3 facilities.

Administration:

Hardware/Software

None - would use for presentation materials, capital construction, project finances, revenue tracking, workload scheduling and some work processing.

Recreation:

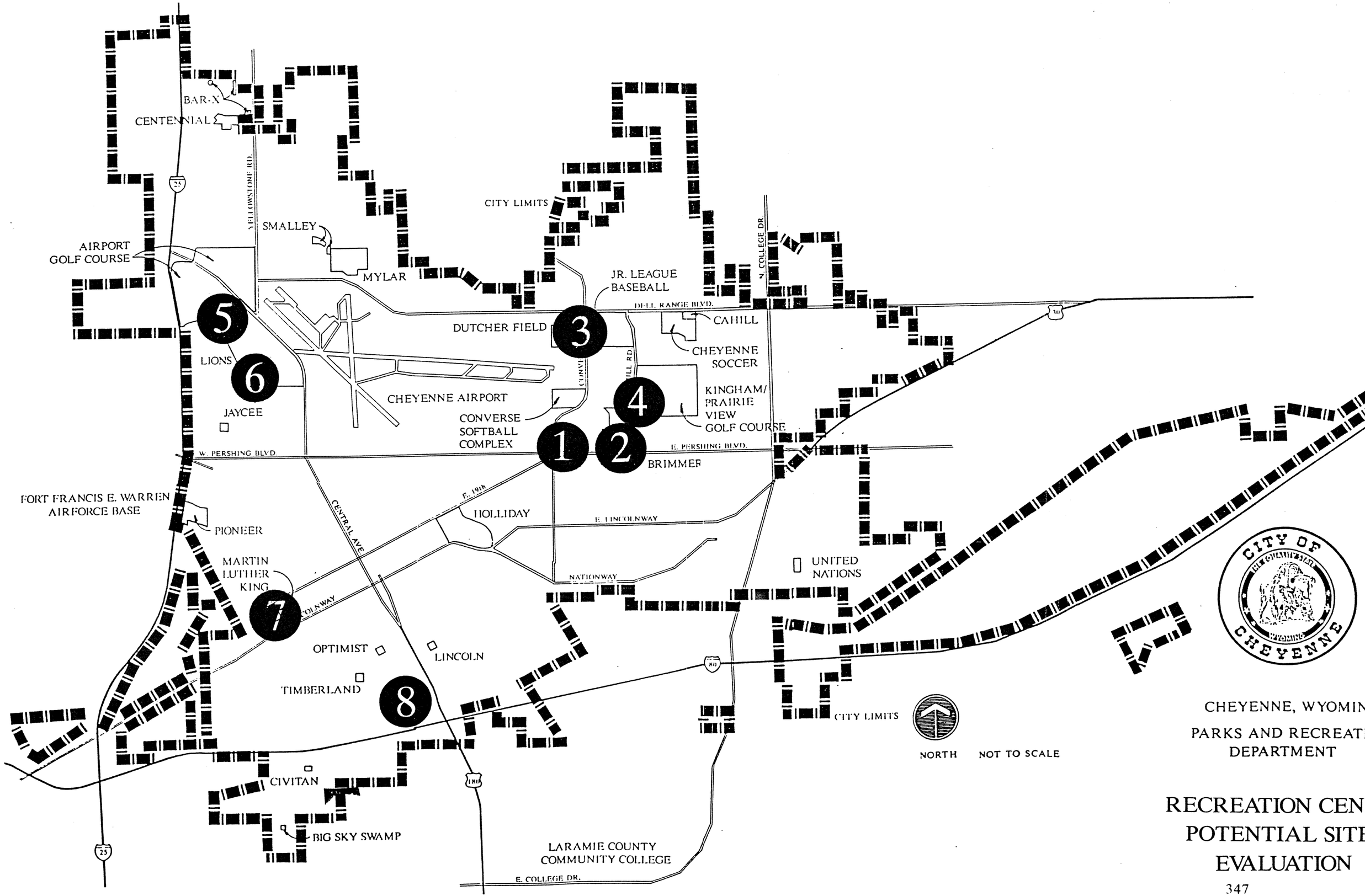
Hardware

One 8088 machine w/10 mb drive
One 286 machine w/40 mb drive
One 386/25 machine w/100 mb drive
Funded for and plan to acquire another 386/486

Software

Wordstar 2000 plus (would like to go to Word Perfect), Lotus 123, Printshop, Formtool, League Scheduler, Data Manager, other miscellaneous.
Registration and Financial Management.

RECREATION CENTER



CHEYENNE, WYOMING

PARKS AND RECREATION DEPARTMENT

RECREATION CENTE POTENTIAL SITES EVALUATION

CITY OF CHEYENNE
RECREATION CENTER POTENTIAL SITES EVALUATION

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   Advantages/Disadvantages
   Site Map

4. Site 3 - Saddle Tramps Site
   Advantages/Disadvantages
   Site Map

5. Site 4 - Kingham Prairie View Golf Course
   Advantages/Disadvantages
   Site Map

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   Advantages/Disadvantages
   Site Map

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   Site Map

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10. Community Recreation Center
    Summary of Space Uses
    Estimate of Probable Costs
    Conceptual Plans/Elevations
    Conceptual Site Plan

CITY OF CHEYENNE
Recreation Center Potential Sites Evaluation

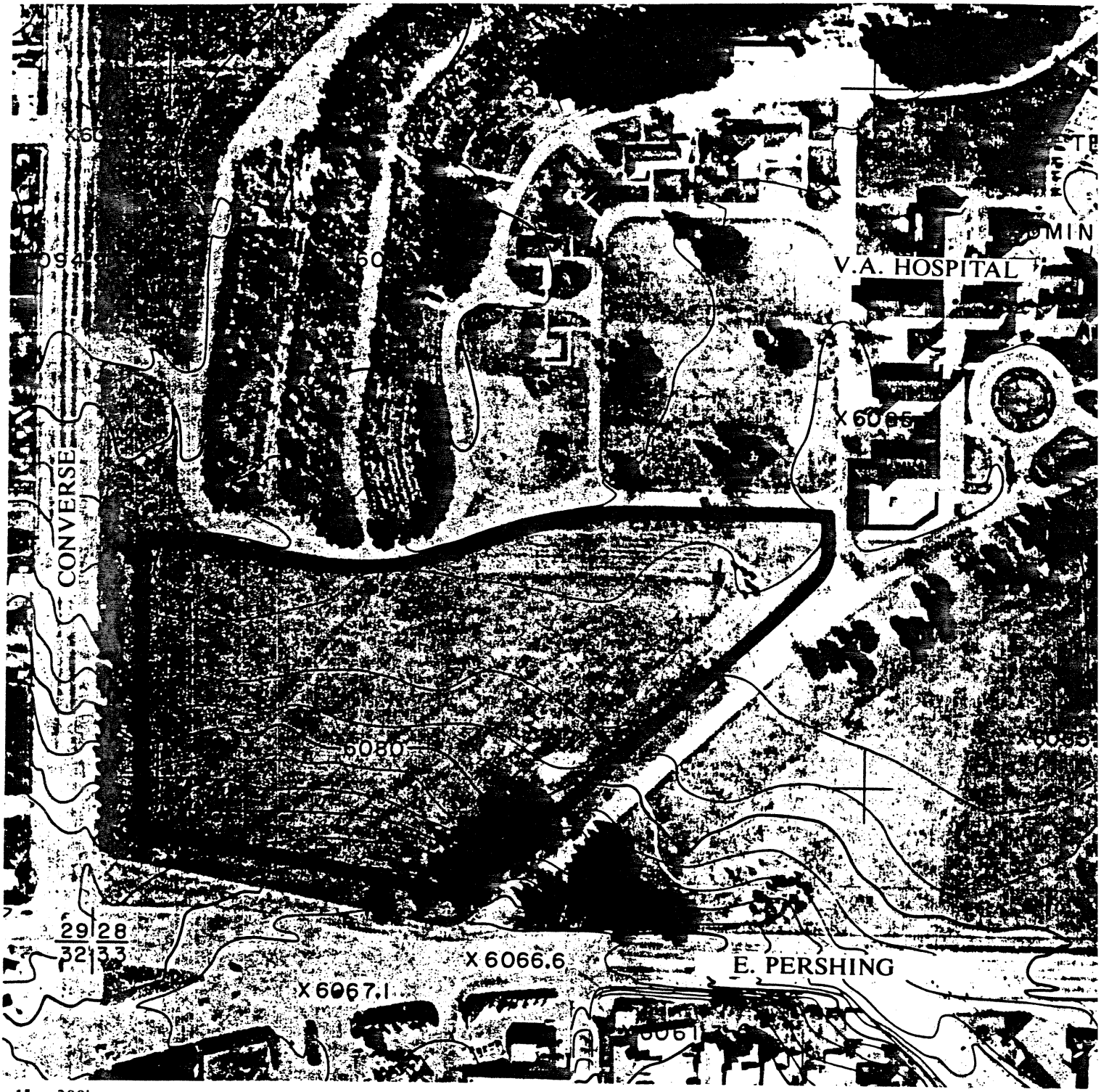
SITE 1 - SOUTHWEST OF V.A. CENTER (8 +/- ACRES)

I. ADVANTAGES

1. Central location within the community to serve users currently and as City expands.
2. Visual qualities of area are attractive (i.e. Brimmer, V.A. Center, adjacent properties).
3. Vehicular access to site from East Pershing and Converse is good.
4. Utilities necessary for facilities are available.
5. Designated pedestrian/bicycle path system for on-street portion of Greenway is adjacent to site.
6. Highly visible site.
7. Close proximity to other outdoor recreation facilities (i.e. Brimmer, Converse, Kingham/Prairie View).
8. City controlled property.

II. DISADVANTAGES

1. Size of area may restrict future building and parking expansion.
2. There may be limited parking areas.
3. Access to site from Converse Avenue may need to use existing circuitous V.A. entrance drive.
4. Potential high volume traffic concerns with restricted turning movements at Pershing entrance (shared with V.A.) and Converse entrance to V.A.
5. Exiting onto Converse and East Pershing may be delayed and create on-site traffic stacking at peak use times.
6. Concern for V.A. patient safety with increased car traffic.
7. V.A. facility expansion potential appears limited by using the Southwest corner of this property.



1" = 200'

NORTH

RECREATION CENTER POTENTIAL SITE 1

SOUTHWEST OF V.A. CENTER

8± ACRES

CITY OF CHEYENNE
Recreation Center Potential Sites Evaluation

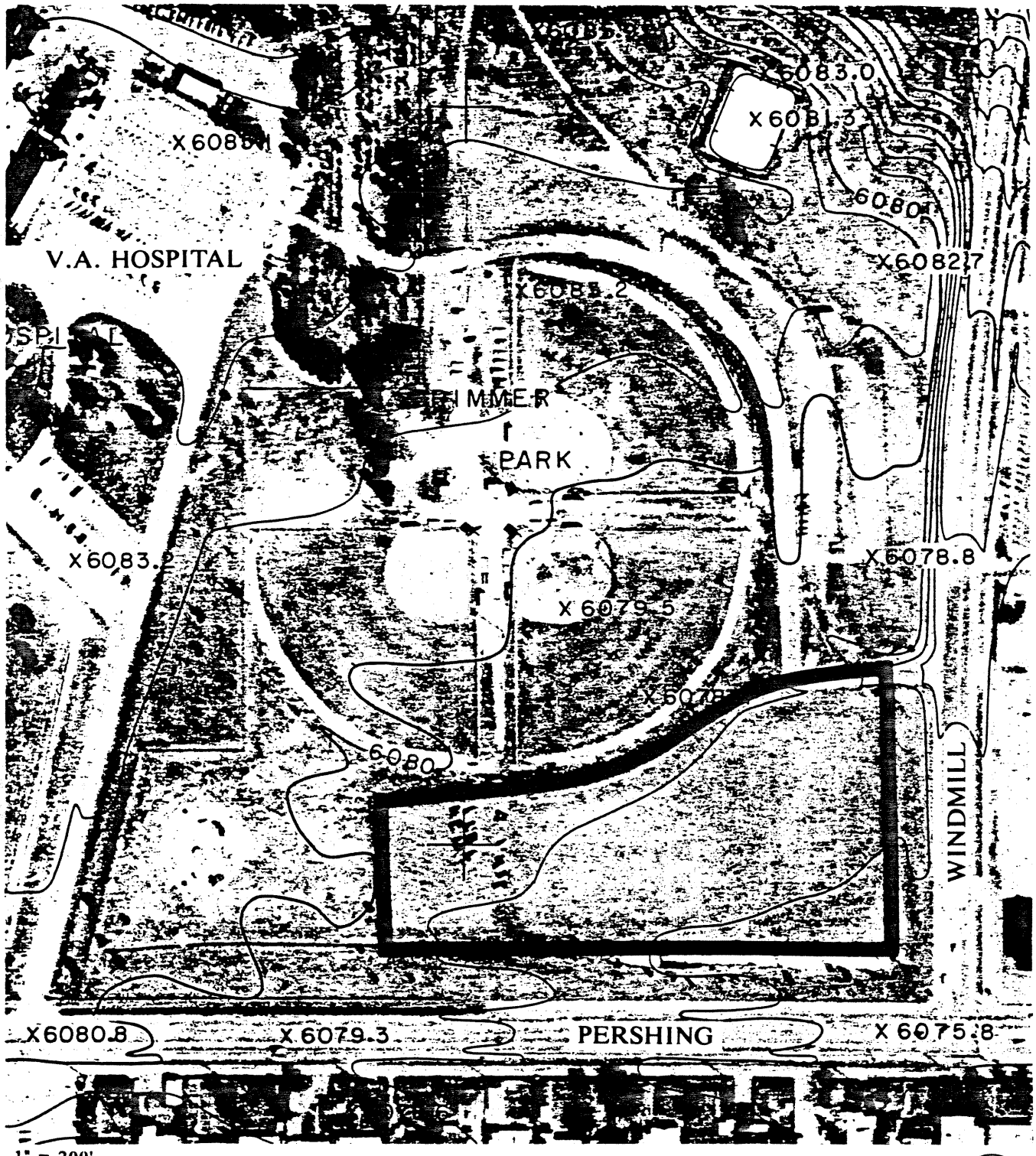
SITE 2 - BRIMMER PARK - SOUTHEAST CORNER (4.5 +/- ACRES)

I. ADVANTAGES

1. Central location within the community to serve users currently and as City expands.
2. Visual qualities of area are attractive (i.e. V.A. Center, East High School and Community Theater).
3. Vehicular access to site from East Pershing and Windmill is good.
4. Utilities necessary for facilities are available.
5. Designated pedestrian/bicycle path system for on-street portion of Greenway is adjacent to site.
6. Highly visible site.
7. Opportunity to use some of the 300+ existing parking stalls to satisfy a portion of the required parking.
8. Close proximity to other outdoor recreation facilities (i.e. Dutcher, Converse, Blanchard Stadium, Kingham/Prairie View).
9. City-controlled property.
10. It appears that a new access point onto East Pershing can be made. The turning lane (5th lane) on Pershing could provide ample protection for turning stack space.

II. DISADVANTAGES

1. Size of area restricts future building and parking expansion.
2. There may be limited parking areas.
3. Access to site may be restricted to Windmill Road unless access onto East Pershing from existing south parking is constructed.
4. Potential high volume traffic concerns with restricted turning movements at Pershing entrance (proposed) and Windmill entrance at peak volume hours may slow site ingress/egress.
5. Exiting onto Windmill and East Pershing may be delayed and create on-site traffic stacking at peak use times.
6. Existing practice field area would be used for new building and parking.
7. New building would be fairly close to street right-of-way.



RECREATION CENTER POTENTIAL SITE 2

BRIMMER PARK - SOUTHEAST CORNER

4.5± ACRES

CITY OF CHEYENNE
Recreation Center Potential Sites Evaluation

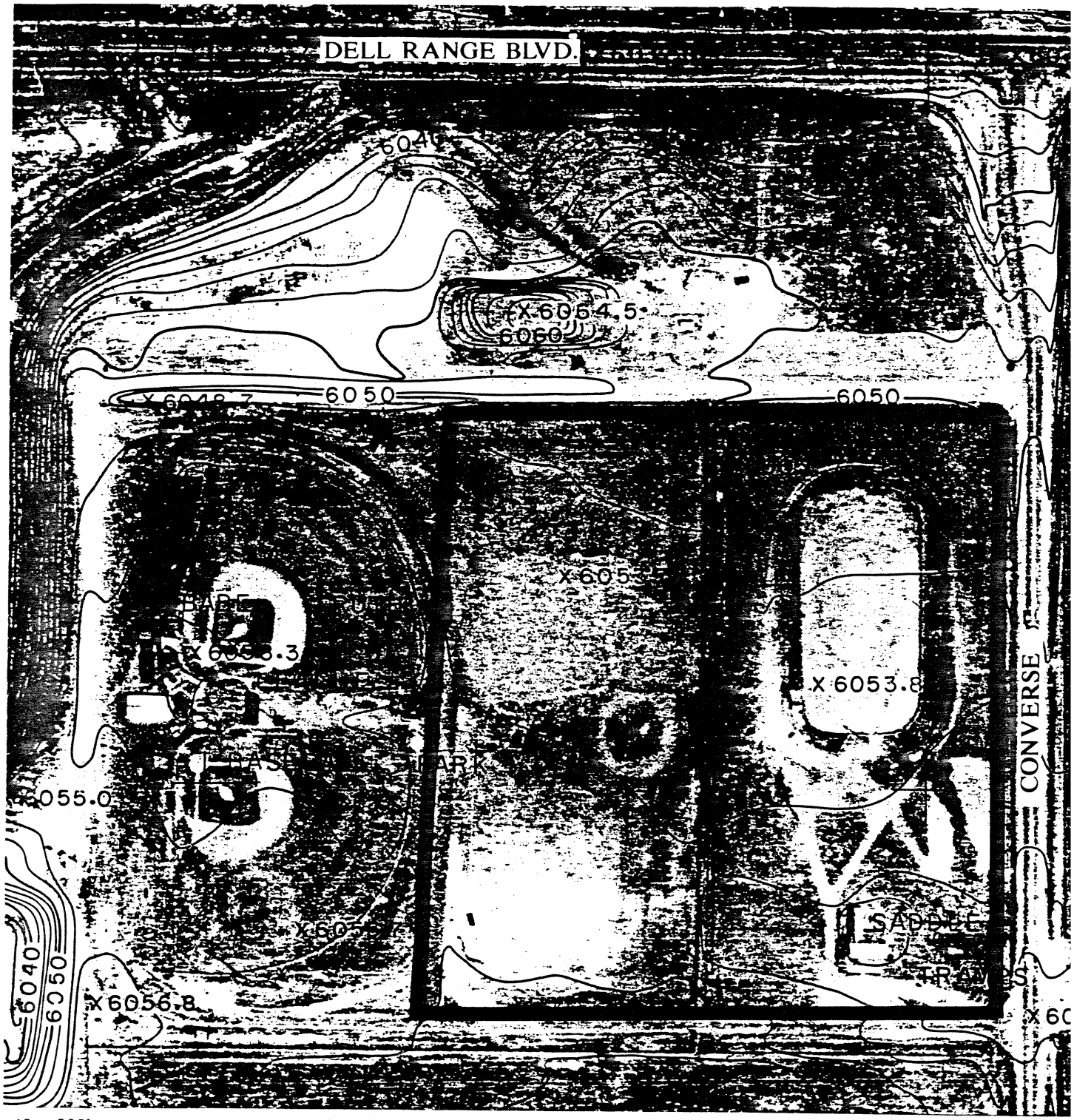
SITE 3 - SADDLE TRAMPS SITE (13 +/- ACRES)

A. ADVANTAGES

1. Central location within the community to serve users (current and future City growth pattern considered).
2. Highly visible site.
3. Currently designated as a community recreation area.
4. Storm drainage/runoff can be readily directed into the Dry Creek drainageway to northwest.
5. Utilities are available.
6. Ample acreage to accommodate parking and building expansion needs exist.
7. The City controls this property.
8. Close proximity to other outdoor athletic fields.
9. Established arterial and collector street system has Dell Range and Converse next to the site.
10. Modest site grading appears necessary for new building and parking improvements.

B. DISADVANTAGES

1. Access and exiting onto Converse may require multiple access points.
2. Reduces future expansion of Dutcher baseball fields.
3. Vehicular access from south Cheyenne residents to this site is somewhat circuitous.
4. Saddle Tramps may need relocation.
5. Assure that proposed building site is more than 750 feet from the airport runway to comply with FAA's clear zone authority. This site may need FAA review prior to proceeding regarding airspace restrictions.



RECREATION CENTER POTENTIAL SITE 3

NORTH SADDLE TRAMPS FACILITY

13± ACRES

CITY OF CHEYENNE
Recreation Center Potential Sites Evaluation

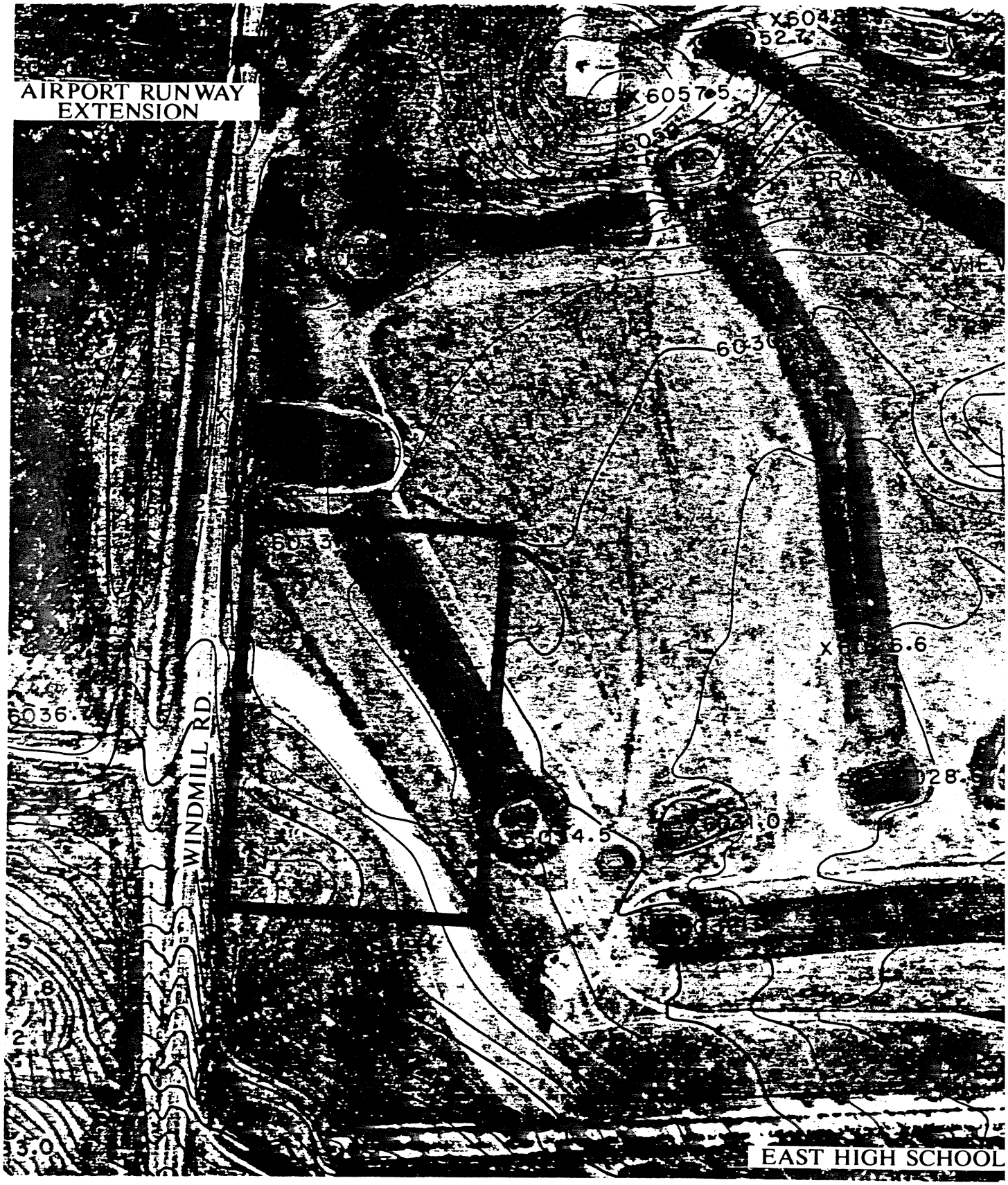
SITE 4 - KINGHAM PRAIRIE VIEW GOLF COURSE (6 +/- ACRES)

I. ADVANTAGES

1. Central location within the community (current and future City growth pattern considered).
2. Ample site area can be planned for future building and parking expansion.
3. Good site distance north/south on Windmill Road.
4. Access and exiting of vehicles can be safely managed with maybe one but preferably two access points onto Windmill Road.
5. Highly visible with adjacency to the Golf Course, Brimmer Park and East High School.
6. Opportunity to share parking facilities with East High School.

II. DISADVANTAGES

1. Utility availability (i.e. sanitary sewers are not immediately available).
2. Dependent upon final location along Windmill Road, topography may create extensive site grading and related storm drainage structures.
3. Expansion area for the golf course is reduced by 5 to 7 acres.
4. Airport clear zone nearby may require FAA consideration.
5. Distance from south Cheyenne residents is by one of several collectors or arterials over Interstate 80 to Pershing Boulevard then to Windmill Road.
6. The future runway expansion could significantly impact an expanded golf course (to 18 holes) with a Recreation Center.



1" = 200'

NORTH

RECREATION CENTER POTENTIAL SITE 4

NORTH KINGHAM/PRAIRIE VIEW GOLF COURSE

6± ACRES

CITY OF CHEYENNE
Potential Recreation Center Site Evaluation

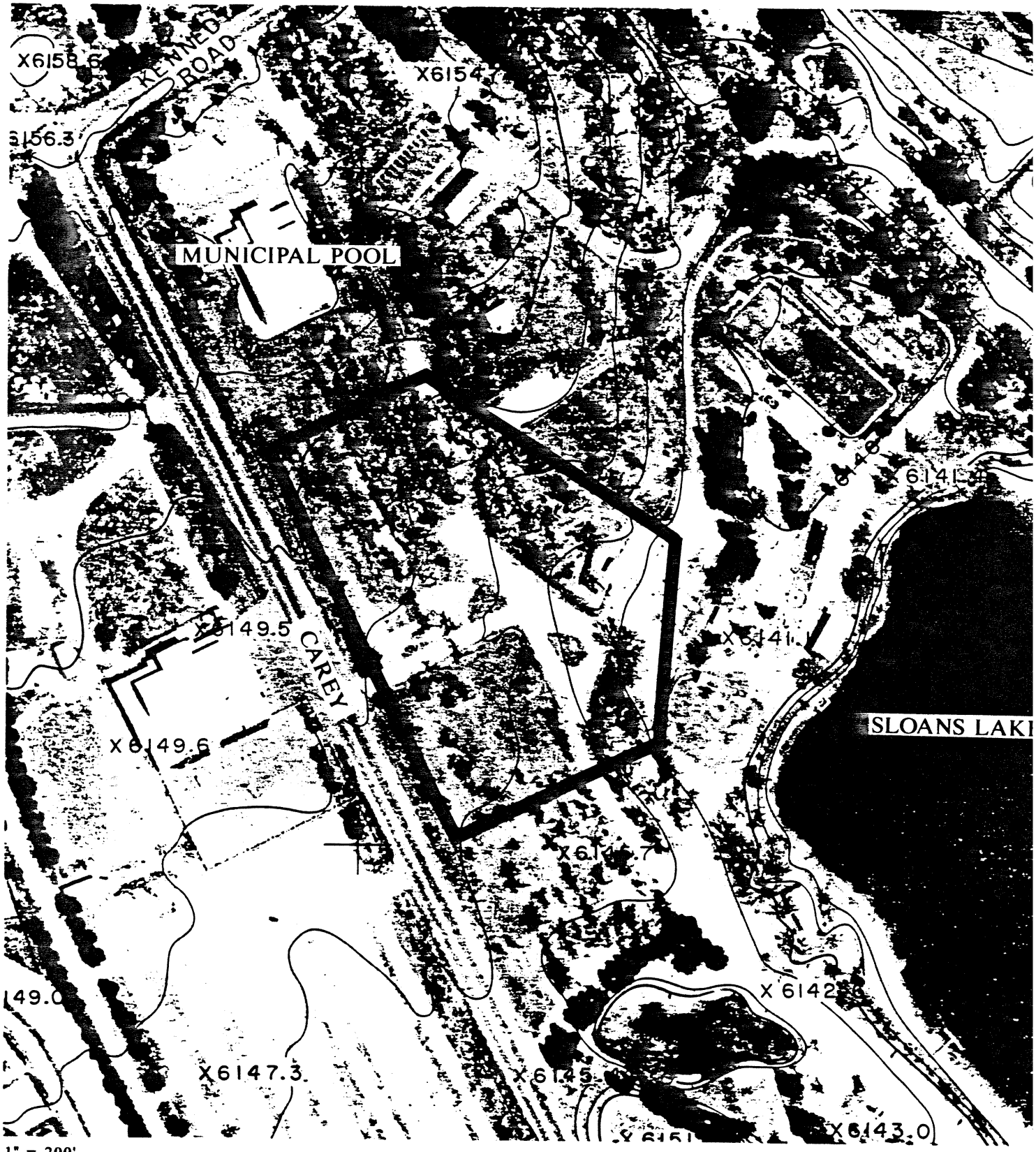
SITE 5 - SOUTH OF MUNICIPAL POOL, LIONS PARK (4 +/- ACRES)

A. ADVANTAGES

1. If Recreation Center was combined with or adjacent to the existing pool, the increased pool use would increase revenue potential.
2. High use area could increase activities, uses and revenues for existing operations.
3. This Community Park site is used by the entire community.
4. Utilities are readily available.
5. Nice, well maintained mature park area is attractive to citizens and visitors.
6. Existing area parking could provide some of the required parking for a new Recreation Center.
7. Many existing park amenities and development provide diverse activities for citizens and visitors (i.e., bontanic garden, pool, walking trail, ballfield, swimming beach etc.)

B. DISADVANTAGES

1. Limited land availability for future building and parking expansion.
2. This side of the park is a heavily used area, especially during Frontier Days.
3. Many mature trees in the vicinity may be removed.
4. Potential negative impact to aesthetics of Lions Park.
5. Access into and exiting facility during Frontier Days is difficult and restrictive.
6. Visibility to park from Carey Avenue and Frontier Park is reduced.
7. This park is at a decentralized location for the City, particularly as the City expands north and northeast.
8. Park currently has many diverse uses concentrated in one park area.
10. Other significant improvements (i.e. planetarium) are proposed for this park site.



RECREATION CENTER POTENTIAL SITE 5

SOUTH MUNICIPAL POOL - LIONS PARK

4± ACRES

CITY OF CHEYENNE
Potential Recreation Center Site Evaluation

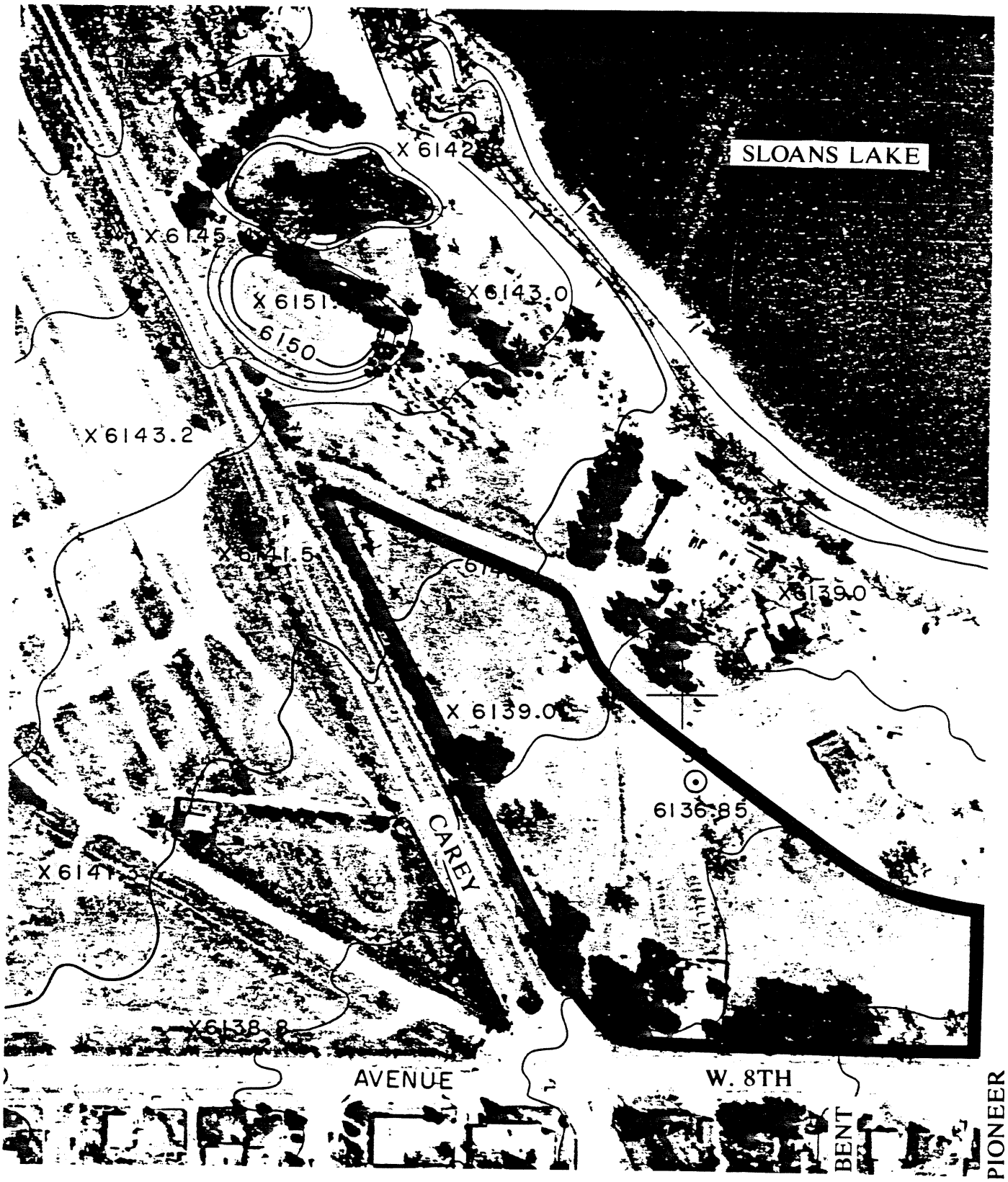
SITE 6 - SOUTHWEST CORNER, LIONS PARK (6 +/- ACRES)

A. ADVANTAGES

1. This site is at the gateway entrance to Frontier Park, highly visible and attractive.
2. This high use park could increase activities, uses and revenues from other existing operations.
3. This Community Park site is used by the entire community.
4. Utilities are readily available.
5. Nice, well maintained mature park area is attractive to citizens and visitors.
6. Many existing park amenities and development provide diverse activities for citizens and visitors (i.e., bontanic garden, pool, walking trail, ballfield, swimming beach etc.)
7. Generally level topography suggests modest site development costs.

B. DISADVANTAGES

1. Limited land availability for future building and parking expansion.
2. This side of the park is heavily used during Frontier Days.
3. Some mature trees in the vicinity may be removed.
4. Potential negative impact to aesthetics of Lions Park.
5. Access into and exiting facility during Frontier Days is difficult and restrictive.
6. This park is at a decentralized location for the City, particularly as City expands north and northeast.
7. Park currently has many diverse uses concentrated in one park area. This use would intensify park use even more while removing some open turf areas, trees and flower beds.
8. Other significant improvements (i.e. planetarium) are proposed for this park site.
9. Existing Golf Course and Parks Superintendent's office would be removed with its parking.



NOT TO SCALE

NORTH

RECREATION CENTER POTENTIAL SITE 6

SOUTHWEST CORNER - LIONS PARK

6± ACRES

CITY OF CHEYENNE
Potential Recreation Center Site Evaluation

SITE 7 - EAST OF MARTIN LUTHER KING PARK

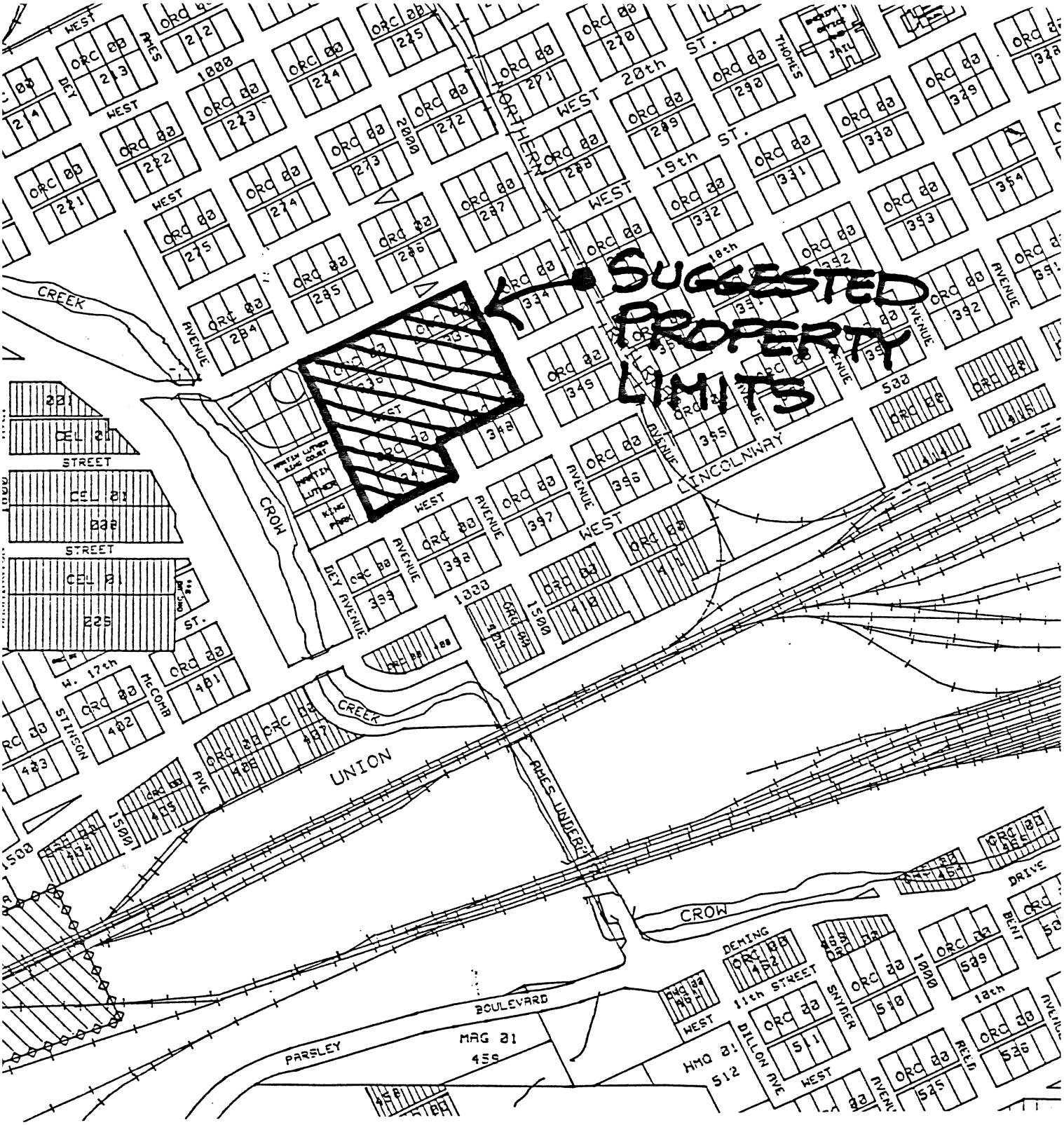
(3-1/2 Blocks, 8.9 +/- Acres including Street and Alley Rights-of-Way)

A. ADVANTAGES

1. Adjacent to existing neighborhood-level City Park.
2. Adjacent to new Greenway system along Crow Creek.
3. Good vehicular access from Lincolnway and West 19th Street.
4. Close proximity to Downtown.
5. Potential to spur redevelopment within the neighborhood and/or Downtown.
6. Ample acreage to accommodate parking, building and greenspace needs exist.
7. Utilities are readily available.

B. DISADVANTAGES

1. City would need to acquire approximately three (3) blocks of property from numerous owners.
2. Land acquisition and resident/business relocation may complicate timing.
3. Demolition of private residential and business structures, city streets and utilities will be required.
4. This site is within the designated floodplain which dictates minimum building floor elevations. Compacted fill material will be required to elevate structure above the regulated floodplain elevation.
5. Decentral to the current and projected city limits.



RECREATION CENTER POTENTIAL SITE 7

EAST OF MARTIN LUTHER KING PARK

8.9± ACRES

CITY OF CHEYENNE
Recreation Center Potential Sites Evaluation

SITE 8 - CROW CREEK AT 5TH & WARREN

(3 Blocks, 7 +/- acres including street and alley rights-of-way).

A. ADVANTAGES

1. Adjacent to Crow Creek and the planned Greenway system.
2. Adjacent to good vehicular access from Warren Avenue.
3. Ample acreage to accommodate parking, building, and greenspace needs.
4. Close proximity to Downtown.
5. Good visibility of site when driving on Warren Avenue.
6. Potential to spur redevelopment within the neighborhood.
7. Strong potential for a neighborhood-level park exists also on this site.

B. DISADVANTAGES

1. Land acquisition, mobile homes/businesses relocation may complicate timing and funding.
2. City would need to acquire about three (3) blocks of property from numerous owners.
3. The site appears to be within the designated floodplain which dictates minimum building floor elevations. Compacted fill material will be required to elevate a structure above the regulated floodplain elevation.
4. This site is decentral to the current and projected city limits.
5. Demolition of existing structures, public streets and utilities will be required.
6. Thirty (30) to 40 mobile homes would need relocation.



RECREATION CENTER POTENTIAL SITE 8

CROW CREEK at 5th and WARREN

7± ACRES

COMMUNITY RECREATION CENTER
CITY OF CHEYENNE
SUMMARY OF SPACE USES
October 1992

Space		Approximate Dimensions		Approximate Square Footage
1.	**Gymnasium**			30,800
	4 Multipurpose courts	110x280		
	Jogging track (upper deck 220 yds. +/-)			
	Space for retractable bleachers			
	80' x 10 rows / 18"/seat = 550 seats			
	Equipment storage			
2.	**Active Recreation**			11,800
	Weight Training Room (30 seats)	30x50	1,500	
	Aerobics/Dance Room (50 seats)	30x50	1,200	
	Gymnastics Room (60 seats)	75x85	6,400	
	Mat Room (20 seats)	30x50	1,500	
	Storage	30x40	1,200	
3.	**Public Spaces**			3,000
	Lounge Area (40 seats)	25x40	1,000	
	Concessions/Table Area (40 seats)	25x40	1,000	
	Public Restrooms	15x20	300	
	Child Care Area	30x50	1,500	
4.	**Kitchen/Crafts Room** (50 seats)	25x50		1,250
5.	**Public Meeting/Multipurpose Room** (100-150 seats)	40x40		1,600
6.	**Game Room** (Ping Pong, Pool, Table games, Arcade)	25x40		1,000
7.	**Men's Locker Room & Sauna**	30x50		1,500
8.	**Women's Locker Room & Sauna**	30x50		1,500
9.	**Staff Center**	30x50		1,500
	Front Desk			
	Rental/Sales			
10.	**Equipment Storage & Rental**	35x65		2,275
11.	**Administration Offices**			3,000
	Director	15x25		
	Assistant Director	15x20		
	Recreation Superintendent	12x25		
	Program Director	12x12		
	Program/Management Systems Area	40x45		
12.	**Janitorial Room**	10x15		150
13.	**Mechanical/Electrical Facilities**	30x45		1,350
	TOTAL NET ASSIGNABLE SPACE			63,685
	VESTIBULE, CIRCULATION, WALLS, MISCELLANEOUS			6,385
	TOTAL BUILDING AREA			**70,000 S.F.**

14.	**Parking**		
	Office Spaces (1 space/300 gross sq.ft.)*	3,500 sq.ft.	12 spaces
	Gym/Activity Spaces (1 space/5 seats)*	840 seats	168 spaces
	Parking - Total Spaces		**180 spaces**
	Parking Space Area		
	400 sq.ft./space @ 180 spaces		
	(entry drives included)		**72,000 sq.ft.**
15.	**Greenspace/Expansion Area**		**90,000 sq.ft. - 120,000 sq.ft.**
	TOTAL RANGE OF LAND AREA REQUIRED		**205,000 sq.ft. - 254,000 sq.ft.**
	Building Area		70,000 S.F.
	Parking Area		72,000 S.F.
	Greenspace/Expansion Area		90,000 -120,000 S.F.
	(Separate from outdoor sports facilities, fields, courts, picnic areas adjacent to Recreation Center.)		5.33 ac. - 6.02 ac.
		SAY	**5.5 - 6.0 acre site**
			Minimum Site Size

* per City of Cheyenne Site Development Standards

STATEMENT OF PROBABLE CONSTRUCTION COSTS
October 1992

	Range of Units
Building Area[1]	70,000 S.F.
Unit Price	$75/S.F. - $85/S.F.
TOTAL BUILDING:	**$5,250,000- $5,950,000**
Parking Stalls[2]	180
Unit Price	$800/ea. - $1,000/ea.
TOTAL PARKING LOT COST:	**$144,000 - $180,000**
Greenspace Area[3]	90,000 S.F. - 120,000 S.F.
Unit Price	$4/S.F. - $5/S.F.
TOTAL GREENSPACE COSTS:	**$360,000 - $600,000**
TOTAL RANGE OF CONSTRUCTION COSTS:[4]	**$5,754,000 - $6,730,000**
TOTAL UNIT PRICE/BUILDING S.F.:	**$82.20 - $96.14**

[1]Building area includes the gross square feet of enclosed space. An allowance for equipment is included in unit prices.

[2]Parking area includes 400 square feet of surface space paved for each parking stall allowing for necessary aisles, drives, curbs and gutter.

[3]Greenspace area includes site development costs for irrigation, turf, landscaping, walkways, site lighting, utilities and grading.

[4]This range of construction costs does not include associated land acquisition relocation, demolition and environmental cleanup costs which may occur dependent upon the selected site's characteristics.

Land Acquisition costs for property near Martin Luther King Park equivalent to about 3-1/2 city blocks or 28 lots with varied degrees of improvement condition from visual observation may include: 1 church structure, 24 residential type structures and 4 business type structures. Acquisition costs may be in an average range of:

Per Lot Basis	$4,000 to $30,000
No. of Lots	28
Range of Acquisition	**$112,000 to $840,000**

Demolition costs of existing city streets, houses, buildings and utilities could range as follows:

Streets	$60,000 to $80,000
Buildings	$50,000 to $70,000
Utilities	$30,000 to $40,000
Range of Demolition Costs	**$140,000 to $190,000**

Relocation costs may be in addition to the above-stated demolition and acquisition costs.

Environmental cleanup costs have not been stated. Such costs will vary with the degree of each existing site's improvements.

CITY OF CHEYENNE
Recreation Center Spaces Uses

The accompanying summary of recreation center space uses outlines interior spaces including gymnasium, active recreation, public spaces, kitchen/crafts room, public meeting/multi-purpose room, game room, men's and women's locker rooms with saunas, recreation center staff center, equipment storage and rental area, Parks and Recreation administration offices, janitorial room, mechanical/electrical room and vestibule with circulation space. Future building expansion area identifies available space on the site for an ice arena.

The site identified for this proposed use is three and one-half (3-1/2) blocks of platted and mixed use properties, approximately 28 lots, with one (1) church, twenty-four (24) residential use and four (4) business-use structures immediately east of and adjoining Martin Luther King Park. This site provides existing outdoor park space with passive and active use facilities readily available for public use. Additionally, the new Greenway system includes the Crow Creek corridor along Martin Luther King park. In conjunction with existing playground, picnic and plaza spaces, natural stream habitats along the creek, tennis, and basketball courts and softball field (unlit), the expanded site would provide an additional (8-1/2) acres for an initial 70,000 S.F. building, an ice arena between, a small child-care play area and access drive with drop zone, parking adjacent to the principle building entrance that provides a desirable southern exposure.

In reviewing the list of potential recreation center uses, effort was made in outlining recreation-type activities that have significant facilities and operations within the community. An attempt has herein been made to not duplicate overlap capital-intensive facilities like swimming pools and racketball courts. Currently, the School District, YMCA and the City operate indoor swimming pools. And based on the recent commitment by the City to renovate the Municipal Pool at Lions Park and the significant swimming program offered by the YMCA and the City, **this plan does not recommend a new indoor pool be included** in this concept recreation center plan.

This plan has also **recommended racketball courts not be included** based upon the current operations and public support suggested for the existing YMCA and Fitness Plus facilities.

A summary of specific indoor space uses suggested by this concept plan include:

Gymnasium:

This open area is the size of four (4) basketball courts set side by side. This space provides opportunities for an upper level running track approximately 1/8 mile in length, indoor tennis courts, volleyball, basketball, soccer, baseball/softball batting cages, archery, etc. There appears to be an immense demand for flexible space for indoor year-round athletic training facilities. Such facilities would provide, for instance, little leaguers to commence practice earlier in the spring during the seasonally cool and unpredictable weather. Retractable

bleacher seating for spectator use is recommended. Space divider nets are suggested for allowing different activities to share this multi-purpose space simultaneously. Equipment storage for necessary and various nets, standards, goals, mats, etc. is herewith included.

Active Recreation:

These activity spaces include weight training, aerobics/dance/exercise, gymnastics and mat rooms.

The Weight Room with free weights and various machines are and will continue to serve a wide range of the population. There would be drop-in use as well as organized weight-conditioning classes offered through the year. Careful selection of equipment types is recommended as this facility is designed because the vast array of equipment types and program offerings may fill the 1,500 S.F. space unwisely.

The Aerobics/Dance Room can offer small and medium sized groups with little to modest amounts of equipment (i.e. pads, step-risers, hand weights, etc). This 1,200 S.F. space can accommodate 30 to 40 people per class period.

The Gymnastics Room represents a gym where mats and equipment are left on the floor for regular use. Based on the current demand, waiting list and growing trends in gymnastics for young children through high school, the suggested 6,400 S.F. area will provide for various horses, parallel bars, balance beams, ropes, vaults, floor exercise mats, uneven bars, poma, rings, etc. There may be times when competitive meets will need more space in which case the adjoining multi-purpose court area could be used.

The Mat Room is a 1,500 S.F. space capable of serving multiple user groups with boxing, wrestling and martial arts clubs sharing the space. Minimal equipment is suggested within this space as two (2) wrestling mats or two (2) boxing rings could fill this space. Martial arts users would rely on the open room and mats primarily.

Public Spaces

This recreation center is expected to be a gathering spot before or after school and organized activities at the center. It is strongly recommended that lounging space for casual reading or television viewing be provided in addition to a concessions/seating area. Providing an avenue for quick and nutritious snacks/drinks to the "kids who hang out" and the active participant provides the completeness to this facility. There is also considerable demand for on-site child care while the parents participate in programs at the center or even work there.

Kitchen/Crafts Room In the past, crafts classes have not been well attended nor feasible. However, in providing recreation activities to the undeserved populations (i.e. senior citizens, under-privileged and physically or mentally challenged) a shared crafts/kitchen space could serve an important community function specially with educational opportunities for independent living sessions.

The kitchen also serves to provide opportunity for various family, community, education, church or recreation groups to reserve the facilities for reunions, meals, etc. This becomes very practical when coupled with the public meeting room.

Public Meeting/Multi-Purpose Room:

The public space dedicated for meetings, group sessions, etc. is appropriate for small to medium group lectures, training sessions, children's plays, team sports, coaches organizational meetings, officials training sessions, or any number of various groups outside of the recreation programs that would pay a fee to reserve the space with or without the use of the kitchen facilities.

Game Room:

In conjunction with the lounge and concessions areas, a game room for modest game tables and arcade type video machines are available for the kids who find this a retreat or safe place to hang-out after school. A major thrust of this plan is to provide something for a broad cross-section of Cheyenne's population, including the adolescents who desire familiar ground away from home. The games are also enjoyable to more than teenagers. Young adults to senior citizens thoroughly benefit from ping-pong, pool, checkers, chess, etc.

Men's and Women's Locker Rooms/Saunas:

These spaces could provide for adequate combinations of showers, saunas, locker rooms, wash and toilet areas. ADA regulations will need satisfaction on this space as throughout the facility.

Staff Center:

The Recreation Center's daily operations will occur in the core area. This 1,500 S.F. space will accommodate the entry desk, director's office, equipment rental and sales display and storage spaces, and receptionist/information area. This area will be readily visible at the main entry/vestibule while overseeing the casual public spaces.

Administration Offices:

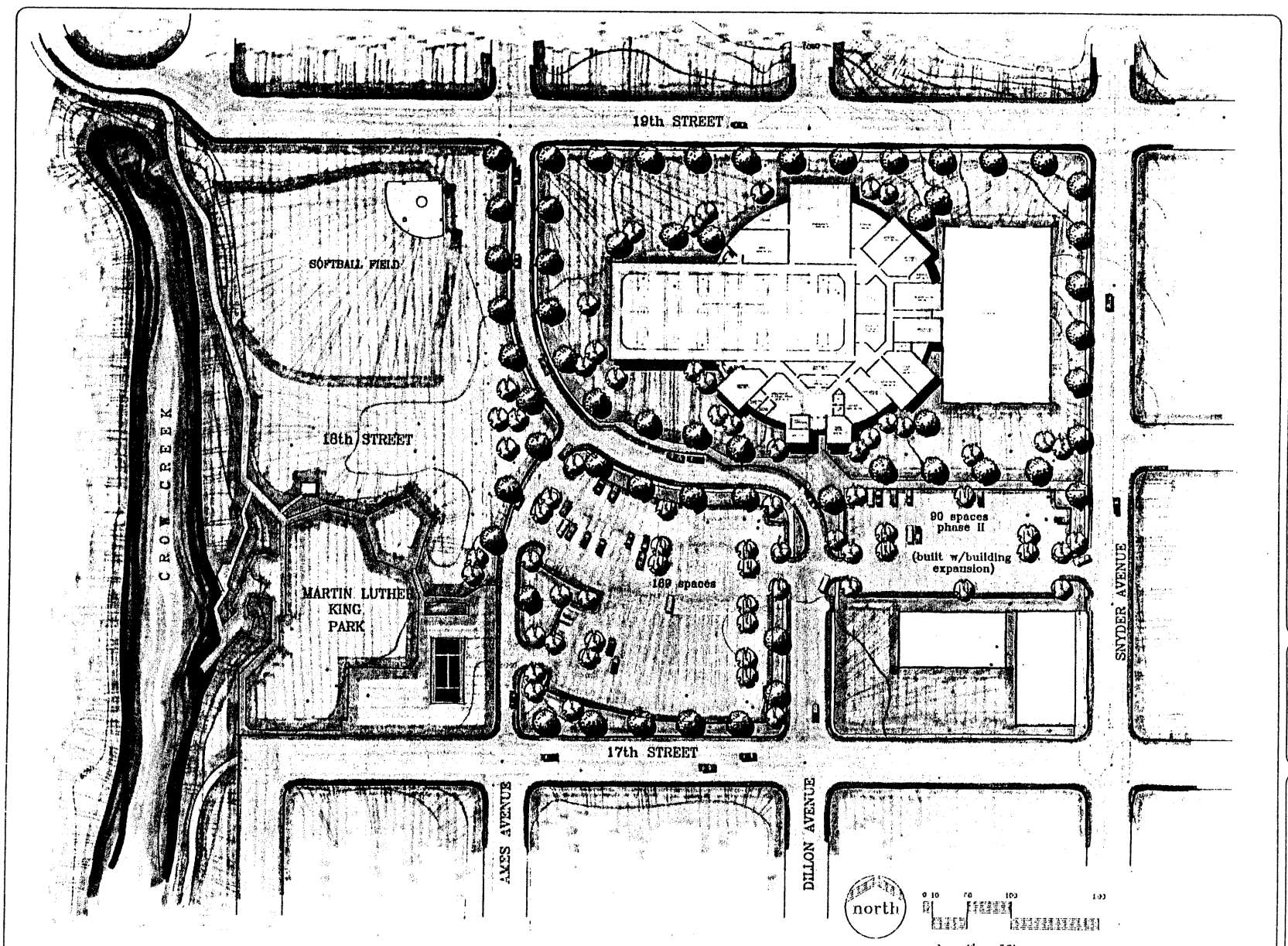
The Parks and Recreation administration offices are recommended to be included within this major facility so the chief staff and programmers can be on-site where a large proportion of indoor programs and activities will occur.

The administration's office needs space to grow as programs, services and staff expands. The necessary files, computer systems, printed information, desks and copiers all take space. Individual offices are similar or slightly larger than provided at the current neighborhood community center.

TABLE V-4
SELECTED RECREATION CENTER FACILITIES

Westminster, CO	Greeley, CO	Englewood, CO	Casper, WY	Douglas, WY	Gillette, WY
Multi-tiered leisure pool	Lap pool	Lap pool	Large gymnasium	Lap pool	3-court gymnasium
Waterslide	Diving well	Gymnasium	Racquetball courts	Gymnasiums	Racquetball courts
3-court gymnasium	2-court gymnasium	Multipurpose room	Weight room	Racquetball courts	Weight room
Multipurpose room	1 court gymnasium/multi-purpose room	Fitness room	Jacuzzi/steam	Mat room	Track
Craft rooms	Dance studio	Racquetball courts	Locker rooms	Sauna	Locker rooms
Racquetball courts	Racquetball courts	Weight room	Craft rooms	Locker rooms	Meeting rooms
Weight room	Weight room	Indoor track	Meeting rooms	Classrooms	Game room
Rockclimbing wall	Jacuzzi	Locker room	Game room		Gymnastics/ wrestling room
Jacuzzi	Locker rooms	Classrooms	Offices		Craft rooms
Sauna/steam	Catering kitchen	Kitchen			
Locker rooms	Game room	Lounge			
Catering kitchen	Offices	Game room			
Meeting rooms		Offices			
Lounge with atrium					
Outdoor sundeck					
Surrounding parkland					

Source: BBC Interviews with Park and Recreation officials
Cheyenne Parks & Recreation Master Plan, 1985



longview engineering

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CIVIL ENGINEERING
COMMUNITY PLANNING
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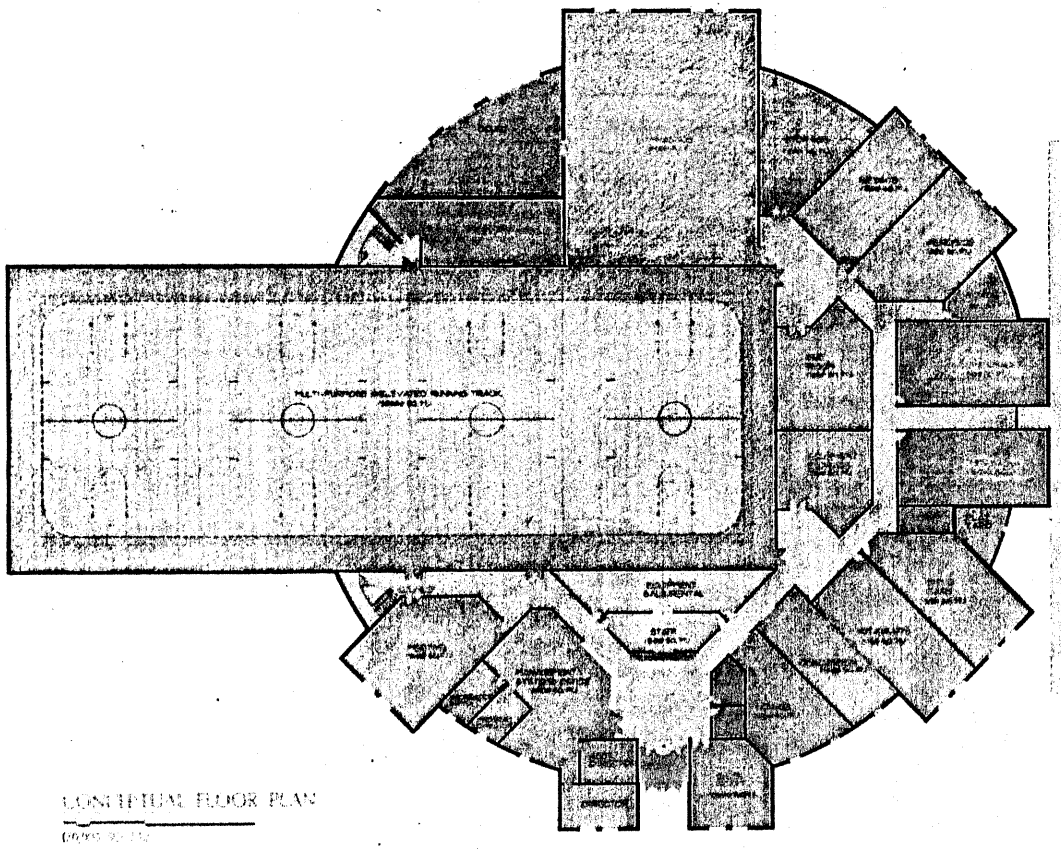
1010 PENNSYLVANIA - SUITE 203
KANSAS CITY, MISSOURI 64111
(816)931-4412
FAX (816)931-4213

CHEYENNE RECREATION CENTER

CONCEPTUAL SITE PLAN

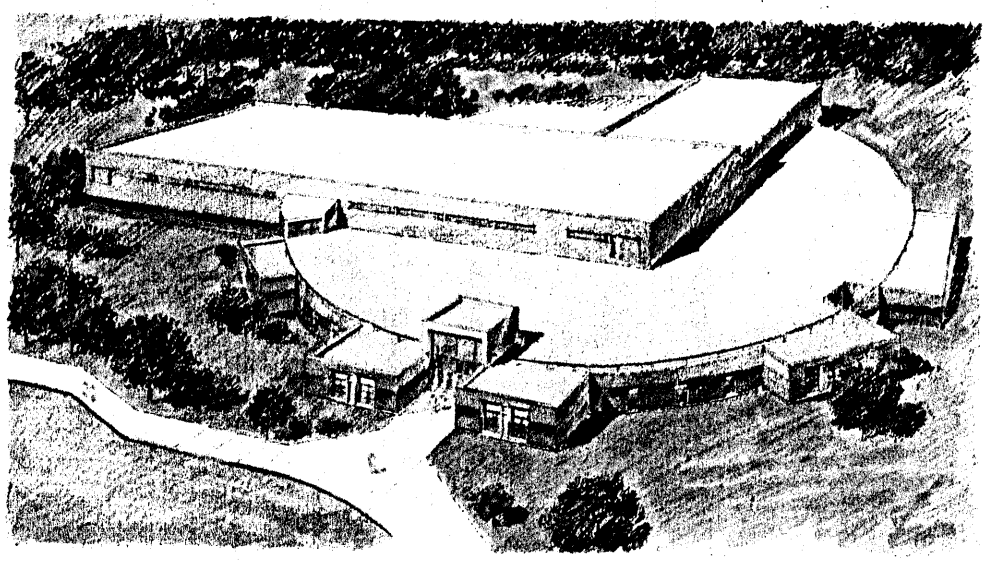
REVISIONS

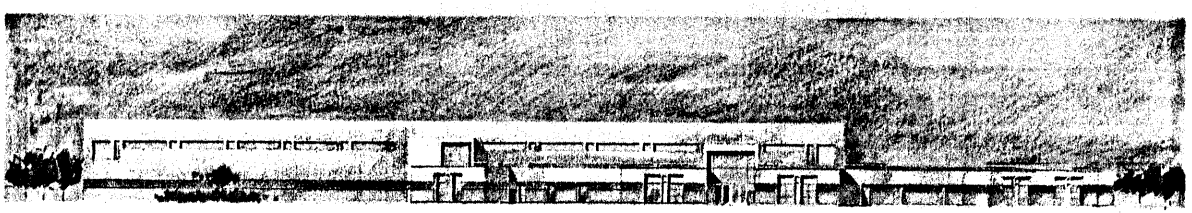
DATE: 1/21/93
JOB NO. L.V.: 92.4.500
DRAWN BY:
CHECKED BY:
SHEET NO. 1 OF 1 SHEETS



CONCEPTUAL FLOOR PLAN

CITY OF CHEYENNE COMMUNITY RECREATION CENTER





CONCEPTUAL ELEVATION

CITY OF CHEYENNE COMMUNITY RECREATION CENTER

landplan engineering

CITY OF CHEYENNE
Summary of Recommendations

CAPITAL IMPROVEMENTS
(Highest priority listed first)

1. The City's major soccer complex with ultimately 20 fields be planned on the 130 acres owned by the City in conjunction with a community-level park serving the northern City area. This would replace the current Cheyenne Soccer Park (5 field complex). Implement Phase I of 10 soccer fields, utilities, drives, parking, etc.

2. The City should hold the balance of land north of the existing Kingham/Prairie View Golf Course (9-holes) for future expansion to a full 18-hole course.

3. Acquire the property as outlined in the City's 1985 South Cheyenne Community Park master plan in addition to the 50 acre parcel adjoining the site to the east. An amended master plan should be completed to guide this community park's development.

4. Acquire three and one half (3-1/2) blocks of property east of Martin Luther King Park for the proposed recreation center.

5. The Girls Softball program should assist the City in funding a 4-plex softball facility improvements for their use at one of the following sites; South Cheyenne Community Park, Sun Valley Community Park, Dutcher Field/Saddle Tramps Site, Cheyenne Soccer after the soccer group's relocation to new fields, or Junior League Baseball by leveling off the balance of the hill for another 3-plex.

6. Adopt and implement a phased improvement schedule for systematic reinvestment into the existing parks. See park improvement spread sheets.

7. A master plan for Western Hills Neighborhood Park should be prepared and implemented.

8. Develop Centennial Park into a family-oriented picnic and passive play neighborhood park.

9. Provide a new indoor recreation center or place registration caps on affected programs.

10. A Lions Park 2000 Master Plan should be prepared for the Park's future development.

11. Add two (2) more lighted baseball fields for Cheyenne Youth Baseball at Dutcher field. Develop area north of ballfields into irrigated and turfed practice fields. Provide 150 to 200 new paved parking spaces.

12. Acquire approximately 60 acres in addition to the 10 acres currently owned by the City for a Sun Valley Community Park Development. A master plan for said 70 acres should be prepared. A neighborhood-level park could be developed on the initial 10 acres until such time as funds are available to implement the community-level park.

13. A capital improvement program for playground equipment be developed (i.e. Picnic Shelters, tables, grills, benches, play structures, bicycle racks etc.).

14. Phase II soccer complex improvements for 10 additional fields.

15. The City should work with LCCC to evaluate land and facility sharing opportunities.

16. Retain the former landfill site bounded by I-80, O'Neil, Cribbon and 5th Streets for future development into a 9-Hole Par 3 municipal golf course.

PROGRAMMING
(Highest priority listed first)

1. Form a Parks and Recreation Foundation.

2. Acquire a customer friendly/economically efficient software program to assist in program registration.

3. Current golfing demand should be satisfied through a facility-sharing agreement for Warren Air Force Base's existing 18-hole course.

4. Increase community support through various existing and proposed activity and volunteer groups.

5. Fees for programs need to move towards paying both direct costs and a greater portion of indirect costs.

6. The Parks and Recreation Department transition to a 1 fall, 1 winter, 1 spring and 1 summer session rotation of 10 weeks each.

7. The department should replace its newspaper supplement with a brochure with paid advertisements that is direct-mailed to resident/users.

8. Provide additional opportunities for customer feedback on programs, facilities and services.

9. Golf course operations should break even on operational costs.

10. Software systems for Parks and Recreation operations should be coordinated.

11. Initiate self-operation of miniature golf and concessions at Lions Park upon expiration of present contract.

12. The department should pursue opportunities to self-operate concessions.

STAFFING
(Highest priority listed first)

1. Increase staffing in the Parks and Recreation Department an average of 2 to 3 full-time positions per year for the next 4-years.

2. Parks maintenance/Botanic Garden/Forestry staff should be increased by three full-time positions (one per division).

3. A Superintendent of Development position should be created and funded.

4. One new full-time aquatics programmer position be filled.

5. Funding a part-time customer service specialist allowing for evening registration, and charge card convenience making registration easy and friendly. This position will relieve current registration responsibilities from existing Recreation staff.

6. Hire a Coordinator of self-operations for concessions and miniature golf.

7. As staffing capabilities and facilities allow programming should expand into gap areas for senior citizens, pre-schoolers and therapeutic programs.

OPERATIONS
(Highest priority listed first)

1. Current maintenance programs, operations and budgets should be upgraded to meet standards of care needed by the community.

2. Identify an adequate funding or financial fee schedule mechanism for forestry services provided to neighborhood and private organizations.

3. Landscaped medians/parkways/triangles should be continually cared for resulting in their high quality appearance. The City could continue pursuing the deeding of said improvements to adjoining responsible commercial or residential property owners or Homeowners Associations.

PHASE	RECOMMENDATIONS	OPINION OF COST
I	a. Implement Phase I of 10 new soccer fields on the 130 acre City-owned parcel.	$1,500,000 - $1,900,000
	b. The City should hold the balance of land north of the existing Kingham/Prairie View Golf Course for future expansion to a full 18-hole course.	
	c. Form a Parks and Recreation Foundation.	
	d. Acquire a customer friendly software program to assist in program registration.	
	e. Develop facility sharing agreement for Warren Air Force Base's golf course.	
	f. Increase community support.	
	g. Fees for programs move towards paying both direct costs and a greater portion of indirect cost.	
	h. Increase staffing in the Parks and Recreation Department an average of 2 to 3 full-time positions per year for the next 4-years.	
	i. Parks maintenance/Botanic Garden/Forestry staff increased three full-time positions (one per each division).	
	j. Current maintenance programs, operations and budgets should be upgraded to meet standards of care needed by the community.	
	k. Landscaped medians/parkways/triangles continually cared for resulting in their high quality appearance.	
	TOTAL RANGE OF OPINION OF COST:	**$1,500,000 - $1,900,000**

PHASE		RECOMMENDATIONS	OPINION OF COST
II	a.	Acquire the property as outlined in the City's 1985 South Cheyenne Community Park in addition to the 50 acre parcel adjoining the site.	$750,000 - $850,000
	b.	The Parks and Recreation Department transition to a 1 fall, 1 winter, 1 spring and 1 summer session rotation of 10 weeks each.	
	c.	The department should replace its newspaper supplement with a brochure with paid advertisements that is direct-mailed to resident/users.	
	d.	Provide additional opportunities for customer feedback on programs, facilities and services.	
	e.	Golf course operations should break even on operational costs.	
	f.	A Superintendent of Development position should be created and funded.	
	g.	One new full-time aquatics programmer position be filled	
	h.	Identify an adequate funding or financial fee schedule mechanism for forestry services provided to neighborhood and private organizations.	
	i.	Landscaped medians/parkways/triangles continually cared for resulting in their high quality appearance.	
	j.	Increase community support.	
	k.	Fees for programs move towards paying both direct costs and a greater portion of indirect cost.	
	l.	Current maintenance programs, operations and budgets should be upgraded to meet standards of care needed by the community.	
	m.	Increase staffing in the Parks and Recreation Department an average of 2 to 3 full-time positions per year for Phases I-IV.	
		TOTAL RANGE OF OPINION OF COST:	**$750,000 - $850,000**

PHASE		RECOMMENDATIONS	OPINION OF COST
III	a.	Acquire three and one half (3-1/2) blocks of property east of Martin Luther King Park for the proposed recreation center.	$112,000 - $840,000
	b.	The Girls Softball program should assist the City in funding a 4-plex softball facility improvements.	$280,000 - $400,000
	c.	Phased improvement schedule for systematic annual reinvestment into the existing parks.	$345,000 - $512,000
	d.	Master plan for Western Hills Neighborhood Park.	
	e.	Develop Centennial Park.	$26,000 - $41,000
	f.	Software systems for Parks and Recreation operations should be coordinated.	
	g.	Funding a part-time customer service specialist allowing for evening registration, and charge card convenience.	
	h.	Landscaped medians/parkways/triangles continually cared for resulting in their high quality appearance.	
	i.	Increase community support.	
	j.	Fees for programs move towards paying both direct costs and a greater portion of indirect cost.	
	k.	Golf course operations should break even on operational costs.	
	l.	Current maintenance programs, operations and budgets should be upgraded to meet standards of care needed by the community.	
	m.	Phase II soccer complex improvements for 10 additional fields.	$850,000 - $1,000,000
	n.	Increase staffing in the Parks and Recreation Department an average of 2 to 3 full-time positions per year for Phases I-IV.	
		TOTAL RANGE OF OPINION OF COST:	**$763,000 - $1,793,000**

PHASE		RECOMMENDATIONS	OPINION OF COST
IV	a.	Provide a new indoor recreation center.	$6,000,000 - $6,900,000
	b.	Lions Park 2000 Master Plan should be prepared.	
	c.	Phased improvement schedule for systematic annual reinvestment into the existing parks.	$345,000 - $512,000
	d.	The department should pursue opportunities to self-operate concessions.	
	e.	Initiate self-operation of miniature golf and concessions at Lions Park upon expiration of present contract.	
	f.	Hire a Coordinator of self-operations for concessions and miniature golf.	
	g.	Landscaped medians/parkways/triangles continually cared for resulting in their high quality appearance.	
	h.	Increase community support.	
	i.	Fees for programs move towards paying both direct costs and a greater portion of indirect cost.	
	j.	Golf course operations should break even on operational costs.	
	k.	Current maintenance programs, operations and budgets should be upgraded to meet standards of care needed by the community.	
	l.	Increase staffing in the Parks and Recreation Department an average of 2 to 3 full-time positions per year for Phases I-IV.	
		TOTAL RANGE OF OPINION OF COST:	**$6,345,000 - $7,412,000**

PHASE		RECOMMENDATIONS	OPINION OF COST
V	a.	Add two (2) more lighted baseball fields for Cheyenne Youth Baseball at Dutcher field. Develop area north of ballfields into irrigated and turfed practice fields. Provide 150 to 200 new paved parking spaces.	$360,000 - $500,000
	b.	Acquire approximately 60 acres for a Sun Valley Community Park Development.	$120,000 - $300,000
	c.	Phased improvement schedule for systematic annual reinvestment into the existing parks.	$345,000 - $512,000
	d.	A capital improvement program for play equipment.	$50,000 - $65,000
	e.	As staffing capabilities and facilities allow programming should expand into gap areas for senior citizens, pre-schoolers and therapeutic programs.	
	f.	Current maintenance programs, operations and budgets should be upgraded to meet standards of care needed by the community.	
	g.	Landscaped medians/parkways/triangles continually cared for resulting in their high quality appearance.	
	h.	Increase community support.	
	i.	Fees for programs move towards paying both direct costs and a greater portion of indirect cost.	
	j.	Golf course operations should break even on operational costs.	
		TOTAL RANGE OF OPINION OF COST:	**$875,000 - $1,377,000**

PHASE		RECOMMENDATIONS	OPINION OF COST
VI	a.	Phase II soccer complex improvements for 10 additional fields.	$850,000 - $1,000,000
	b.	Phased improvement schedule for systematic annual reinvestment into the existing parks.	$345,000 - $512,000
	c.	Landscaped medians/parkways/triangles continually cared for resulting in their high quality appearance.	
	d.	A capital improvement program for play equipment.	$50,000 - $65,000
	e.	Increase community support.	
	f.	Fees for programs move towards paying both direct costs and a greater portion of indirect cost.	
		TOTAL RANGE OF OPINION OF COST:	**$1,245,000 - $1,577,000**

PHASE		RECOMMENDATIONS	OPINION OF COST
VII	a.	The City should work with LCCC to evaluate land and facility sharing opportunities.	
	b.	Phased improvement schedule for systematic annual reinvestment into the existing parks.	$345,000 - $512,000
	c.	Landscaped medians/parkways/triangles continually cared for resulting in their high quality appearance.	
	d.	A capital improvement program for play equipment.	$50,000 - $65,000
	e.	Increase community support.	
	f.	Fees for programs move towards paying both direct costs and a greater portion of indirect cost.	
		TOTAL RANGE OF OPINION OF COST:	**$395,000 - $577,000**

PHASE		RECOMMENDATIONS	OPINION OF COST
VIII	a.	Phased improvement schedule for systematic annual reinvestment into the existing parks.	$345,000 - $512,000
	b.	Landscaped medians/parkways/triangles continually cared for resulting in their high quality appearance.	
	c.	A capital improvement program for play equipment.	$50,000 - $65,000
	d.	Increase community support.	
	e.	Fees for programs move towards paying both direct costs and a greater portion of indirect cost.	
		TOTAL RANGE OF OPINION OF COST:	**$395,000 - $577,000**

PHASE		RECOMMENDATIONS	OPINION OF COST
IX	a.	Phased improvement schedule for systematic annual reinvestment into the existing parks.	$345,000 - $512,000
	b.	Landscaped medians/parkways/triangles continually cared for resulting in their high quality appearance.	
	c.	A capital improvement program for play equipment.	$50,000 - $65,000
	d.	Increase community support.	
	e.	Fees for programs move towards paying both direct costs and a greater portion of indirect cost.	
		TOTAL RANGE OF OPINION OF COST:	**$395,000 - $577,000**

PHASE		RECOMMENDATIONS	OPINION OF COST
X	a.	Phased improvement schedule for systematic annual reinvestment into the existing parks.	$345,000 - $512,000
	b.	Landscaped medians/parkways/triangles continually cared for resulting in their high quality appearance.	
	c.	A capital improvement program for play equipment.	$50,000 - $65,000
	d.	Increase community support.	
	e.	Fees for programs move towards paying both direct costs and a greater portion of indirect cost.	
	f.	Retain the former landfill site for a 9-Hole Par 3 municipal golf course.	
		TOTAL RANGE OF OPINION OF COST:	**$395,000 - $577,000**

RECAP OF COST BY PHASES:

PHASE	RANGE OF OPINION OF COST
PHASE I	$1,500,000 - $1,900,000
PHASE II	$750,000 - $850,000
PHASE III	$763,000 - $1,793,000
PHASE IV	$6,345,000 - $7,412,000
PHASE V	$875,000 - $1,377,000
PHASE VI	$1,245,000 - $1,577,000
PHASE VII	$395,000 - $577,000
PHASE VIII	$395,000 - $577,000
PHASE IX	$395,000 - $577,000
PHASE X	$395,000 - $577,000

TOTAL RANGE OF OPINIONS: $13,058,000 - $17,217,000