



971 W Duval St., Suite 183  
Lake City, FL 32055

November 21, 2023

Honorable Stephen Witt, Mayor  
Lake City Council Members/City Manager  
205 N. Marion Ave.  
Lake City, FL 32055

Re: Shade Structure at Youngs Park

Dear Mayor Witt:

The Lake City Columbia Community Tennis Association (LCCCTA), founded in May 2015, is a not-for-profit, volunteer based 501(c)(3) organization supporting programs which promote the development of tennis as a means of healthy recreation, physical fitness and enhanced quality of life for the Children and Adults of Lake City/Columbia County.

In December, 2020, LCCCTA dedicated the four new courts constructed by the City of Lake City at Youngs Park, 554 NW Desoto Street. With Grant funding, LCCCTA was able to secure the little blue pro-shop, tennis court equipment such as, wind screens, trash receptacles, court maintenance devices, bench canopies, rackets, Ball hoppers, nets, backboard and tennis balls. Other Grants have supported our Youth Programs with scholarships, T-shirts, Caps, Instruction and Culminating activities.

We have received Monetary Funding Grants, Equipment Grants, Support and Training from the following entities: USTA-Florida, USTA Net Generation, Youth Tennis Foundation of Florida, YTF, Suwannee Valley Community Foundation, SVCF, and Advertising banners, Sponsors and Individual Donors.

In May 2023, we submitted a Grant request to Columbia County for the funding of an installed Shade Structure over the bleachers at the Youngs Park Tennis Courts. SEE ATTACHED PROPOSAL. The Board of County Commissioners approved the request and allocated \$20,000.00 at their regular Board Meeting on October 19, 2023.

LCCCTA respectfully requests that the City of Lake City Council provide authorization to have the shade structure erected at the Youngs Park Tennis Courts with funding from the County Grant approved on October 19, 2023.

On behalf of LCCCTA, I thank you in advance for your attention and consideration. Please do not hesitate to contact me if you have any questions or need additional information.

Respectfully yours,

Dolly Robinson, President  
Lake City Columbia Community Tennis Association  
[dollyrobinson29@yahoo.com](mailto:dollyrobinson29@yahoo.com)

DR/mbs



971 West Duval Street, Suite 100 Lake City, Florida 32055

May 8, 2023

Honorable Tim Murphy, County Commissioner  
Columbia County Board of County Commissioners  
135 NE Hernando Avenue, Suite 203  
Lake City, Florida 32055

RE: Shade Structure:

Lake City Columbia Community Tennis Association (LCCCTA) was founded in May, 2015 by a local group of tennis supporters with interest in promoting healthy tennis for kids and adults alike in Columbia County. LCCCTA is a 501(c)(3) non profit organization with all revenue sources going into tennis activities. LCCCTA is an active member and supported by the United States Tennis Association (USTA) and USTA-Florida. Its Board of Directors and members have worked tirelessly to promote the construction of tennis court facilities in an effort to reach more beginning and experienced players and offer clinics, camps, recreational tennis, leagues, tournaments and social tennis playing to citizens and visitors of Columbia County.

In December, 2020, LCCCTA was able to dedicate four new courts constructed by the City of Lake City located at Youngs Park (554 NW Desoto Street, Lake City, FL). With grant funding from various entities, LCCCTA was able to secure a Pro Shop, tennis court equipment, tennis gear and tennis court maintenance equipment. A certified tennis pro is usually available on site every day.

Summer time can be very hot while on the tennis courts or watching the players. A grant has just been secured for the purchase of four shade cabanas to go over the players benches. That will be of huge benefit to the more seasoned ladies that play two to three mornings each week in addition to most players that need a little cooling off. Because LCCCTA places such an emphasis on teaching beginners and young people, there are a lot of adults who brave the heat while sitting on the bleachers. LCCCTA would like to encourage more parents to watch in a more comfortable setting to include a shade structure over the bleachers.

LCCCTA respectfully submits this as a grant request to the County for the funding of an installed shade structure (example is included). It is believed the maximum erected costs to be less than \$18,000. LCCCTA does not currently have a fund

balance for matching any grants as all revenue have been dedicated to programming.

A Spring Youth Tennis Camp was held in April to be followed by a Summer Youth Tennis Camp beginning May 30, 2023 for a three-week period. Previously held clinics and camps are highlighted on the attached summary sheet.

On behalf of parents and spectators who bring their children or come to watch the camps, clinics and matches, LCCCTA would sincerely appreciate the assistance by the County for the funding of a shade structure over the bleacher area (as shown).

Respectfully yours,

Dolly Robinson, President  
Lake City Columbia Community Tennis Association  
(386) 365-1809  
dollyrobinson29@yahoo.com

## PROPOSAL NARRATIVE

1. Description of Organization: Lake City Columbia Community Tennis Association (LCCCTA) is a not-for-profit organization created for the purpose of promoting tennis within the community by providing tennis clinics, camps, tournaments and social playing. The organization works with local government to promote the expansion of tennis facilities throughout the county.
2. Description of the Proposed Project: **Bleacher Shade** - Bleachers are arranged between the two double set of courts. Parents and spectators watch the tennis players and participants from these bleachers. The bleacher shade will provide a much greater level of comfort for parents and spectators to watch the players. It is anticipated more parents and spectators would come and stay longer with the shade being provided.
3. The Organization's capacity in undertaking this project: This Shade would be provided and installed by a certified playground equipment dealer/installer. LCCCTA volunteers will maintain the care and appearance of the shade and promote the use of the bleachers.
4. The idea/concept: After hosting a couple of clinics for children, it became very apparent that spectators were struggling to sit or remain in the sun for an extended period.
5. Budget: **\$17,821.35** (See attached price proposal)

Income has been through grant funds and private donations. Following construction of the four new courts completed in December 2020 by the City of Lake City, LCCCTA received grant funds from:

- USTA-Florida for tennis equipment (rackets, portable nets, balls, miscellaneous
- USTA Net Generation for tennis equipment
- Youth Tennis Foundation of Florida for tennis pro shop, coaching fees, scholarships to players, t-shirts for participants
- Suwannee Valley Community Foundation (\$10,000) for tennis court equipment
- Advertising banners and individual donors

**LCCCTA  
PROGRAMS/EVENTS  
2021 & 2022**

**2021**

- **Jan. 16--Meet, Greet & Play for all ages-** A total of 14 Adults and Youth participants
- **Apr. 5-May 22—Spring Youth Team Tennis-**Six week after-school junior clinic with 27 youth on Tues. and Thurs. afternoons with Sat. play days; led by Tennis Pro, Mark Mansbach and volunteers
- **Jun. 7-Aug. 5—Summer Youth Tennis Camp—**Four two-week morning sessions for 6-14 years olds; 25 participants led by Tennis Pro, Mark Mansbach and volunteers
- **May 4-Jun. 24—Summer Adult Tennis League—**Two evenings per week for four two-week sessions. 28 participants led by Tennis Pro, Mark Mansbach and volunteers
- **Aug 29—Summer Adult Social—**Tennis clinics and round robin play. 8 participants led by Tennis Pro, Mark Mansbach and volunteers
- **Oct. 4-Nov. 12—Fall Youth Tennis Clinics—**Participants were divided by grade level, rather than by age. They played two afternoons per week for six weeks. 15 participants led by Tennis Pro, Liza Viplav and volunteers

**2022**

- **Apr. 19-May 12—Spring Youth Tennis Camp—**Two days per week for four weeks. 18 participants were divided by grade level led by Tennis Pro, Liza Viplav and volunteers
- **Jun. 7-Jun. 30—Summer Youth Tennis Camp—**Two morning session per week for four weeks. 17 participants were divided by ability levels lead by Volunteer Coach Linda Williams
- **Oct. 3-Oct. 25—Fall Youth Tennis Camp—**One-hour after school clinic for children who had at least a little tennis experience. 15 participants led by Tennis Pro, Liza Viplav and volunteers



GameTime  
 c/o Dominica Recreation Products, Inc.  
 P.O. Box 520700  
 Longwood, FL 32752-0700  
 800-432-0162 \* 407-331-0101  
 Fax: 407-331-4720  
[www.playdrp.com](http://www.playdrp.com)

12/27/2022  
 Quote #  
 104613-01-01

## Bleacher Shade

Lake City Columbia Community Tennis Association  
 Attn: Mike Null  
 Lake City, FL 32055  
[bccpurchasing@columbiacountyfla.com](mailto:bccpurchasing@columbiacountyfla.com)

Ship to Zip 32055

Quantity	Part #	Description	Unit Price	Amount
1	CH26149	GT-Shade - Hip Shade 26' x 14' x 9'	\$6,692.00	\$6,692.00
1	Sealed	5-Star Plus - Signed/Sealed FBC 2020 7th Ed Building Code Drawings	\$1,250.00	\$1,250.00
1	INSTALL	5-Star Plus - Freestanding Shade Installation - Shade Framing- Shade Structure installation - Performed by a Certified Installer, includes meeting and unloading delivery truck and signed completion forms.	\$4,810.00	\$4,810.00
4	SF2	5-Star Plus - Shade Footer Size 2 (each) - Medium	\$390.00	\$1,560.00
1	Crane	5-Star Plus - Lull Forklift (Crane) - For Shade Installation- Per Day Rental - Owner to provide access to site for lull, installer not responsible for damage to grass, sod, sidewalk or anything on accessible route to site.	\$1,400.00	\$1,400.00
1	Permits	5-Star Plus - Building Permits- Estimated Costs of Permits plus Time. If actual permit fees are significantly higher or lower, final invoice will be adjusted accordingly. If additional time spent acquiring permits, due to lack of information from owner, final invoice to be adjusted. Survey & Siteplan are to be provided by the owner for the permit application. Correct legal address will be required.	\$1,400.00	\$1,400.00
			<b>Sub Total</b>	\$17,112.00
			<b>Discount</b>	(\$200.76)
			<b>Freight</b>	\$910.11
			<b>Total</b>	\$17,821.35

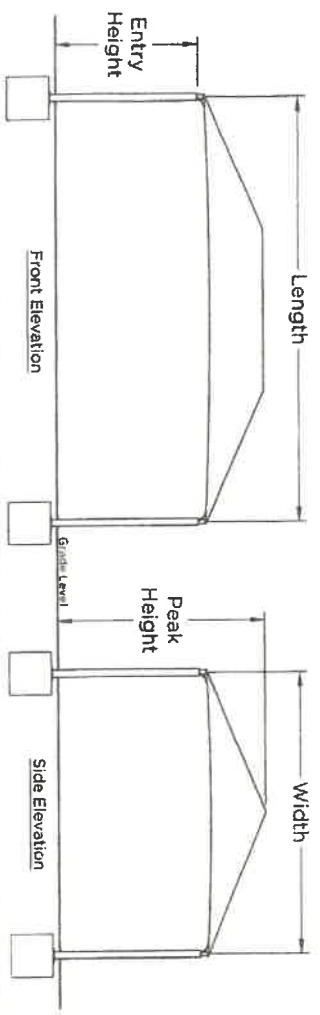
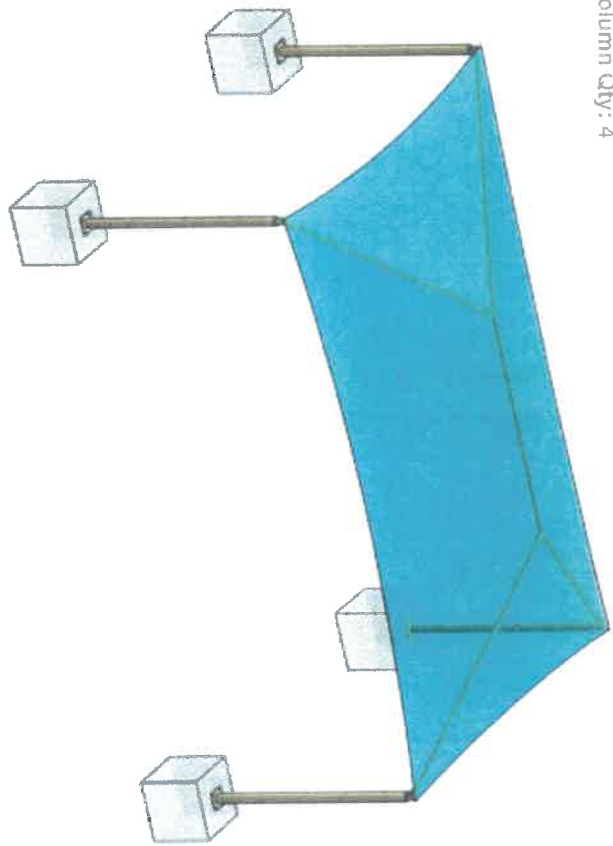
This quote was prepared by Gina Wilson, Vice President / Senior Project Manager.  
 For questions or to order please call - 800-432-0162 ext. 101 [ginaw@gametime.com](mailto:ginaw@gametime.com)

**Permits are not included in cost, unless specifically listed in pricing.** If permits are required Signed/Sealed drawings are needed and are also not included unless specifically listed in pricing. Any costs for municipal permits, paid by installer, will be charged back to the owner. Adding permits to any job will increase the length of completion, expect total time to be about **150 days**, after receipt of Site Plan from owner/customer (this is not due to manufacturing but rather the permit process at the municipality level). It is expected that the **owner will provide approved site plans** of the area for the permit office, and will help and assist in the securing of all required approvals before assembly of equipment can begin. Installer cannot provide site plans. **The permit process can not begin until appropriate and current site plans are provided by owner.** If there are no current surveys or site plans available, the owner may be required to obtain a new survey for the permit. This is the responsibility of the owner to obtain. If additional permitting requirements are needed during the process, those will be added and billed accordingly, i.e. soil density test, formed footers, etc.

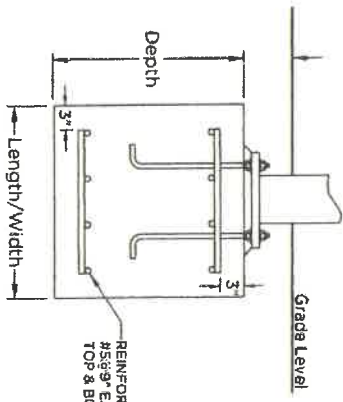


Hip Shade			
Length	Width	Entry Height	
Peak Height	Elbow	Column Mount	
Column Size	Rafter Size	Ridge Size	
Column Length	Rafter Length	Ridge Length	

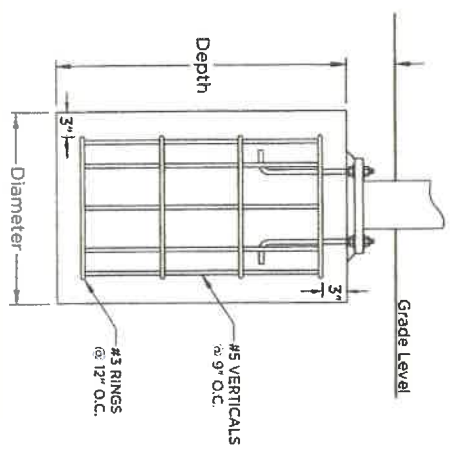
Dome Qty: 1 Column Qty: 4



Square Footing		
Column	Length & Width	Depth
Single Cap		
Double Cap		



Auger Footing		
Diameter	Single Cap Depth	Double Cap Depth
1'-6"		
2'-0"		
2'-6"		
3'-0"		



# SHADE

BY: OPERATIONAL PRODUCTS

QUOTE

SHADE SIZE  
26 X 14

SHADE STYLE  
Hip Shade

*These drawings are for reference only and should not be used as construction details. They show the general character and rough dimensions of the structural features. Exact spans, fasteners, materials, and foundations can be determined by a licensed professional engineer upon request. Estimated footing size above is based on 1500 PSF soil bearing pressure.*





