



ADVISORY BOARD
Meeting Minutes – May 9, 2006

5:30 p.m. - Maple Room

Board members in attendance were Steve Martens (Chair), Dick Fuller, Mark Mergen, Karen Reimer, Councilmember Scott Gullledge, Councilmember Dr. Greg Peppes, Amy Vlastic, Jacquie McKinney and Bob Wright a new advisory board member. Staff members in attendance were Chris Claxton, Kim Curran, Sara Dinkel, Dan Mahanke, Brock Shafer, Jeff Peterson, Lindsay Youle and April Bishop. Mark Mitts with Design Sense was also in attendance.

Steve Martens called the meeting to order at 6:05 p.m. Dick Fuller moved to approve the April 11, 2006 meeting minutes and Mark Mergen seconded the motion. The minutes were approved unanimously.

I. Introduction of New Park Board Member, Bob Wright

Chris introduced Bob Wright the newest member of the Advisory Board. Bob Wright will succeed Mr. Dick Fuller who is retiring from the board. Bob shared with the group some information pertaining to his background.

II. Presentation of Programming Plan for Document Development of the New Facilities at Ironwoods Park

At this time Chris turned the meeting over to Mark Mitts who explained to the group what DesignSenses' role will be in this project. Mr. Mitts went on to explain that DesignSense would work for the city, the owner of the facilities, resulting in a single source contract with the design/builder. The object is to create a process where those who know the costs team up with the designer to get the best end result.

Mark Mitts said they will create an RFQ and select from those teams and the project should be in \$700,000 range.

Chris then asked Mark to expand on what it is that DesignSense will do for Parks & Recreation. Mark explained that when they put together an RFP they define what it is in terms of design/build will provide in terms of use and space.

Mark Mergen asked how does DesignSense get compensated. Mark Mitts said the pay is fee based. Steve Mergen asked if they will put out both an RFQ and an RFP and Mark said they were going to try and do it in one step.

Dick asked if this has been approved by the council and Chris said involving DesignSense has been approved.

Jacque asked if DesignSense will catch any problems with the design and maybe we can avoid some of the problems like we had out at Ironwoods.

Performance specifications are what DesignSense will do along with procedures and programs and substantiation. He said the substantiation phase will prove to us how you are going to accomplish this project.

April asked if later something is uncovered who do we go back to? Mark Mitts said this process is designed to enable us to catch these problems early on and hopefully save money and that the process is an open-book process so we can determine what the costs are and what the contractor's fee is. Chris went on to say that last time we weren't a part of the process in that regard. Mark added that the design/build goal is to define what the risk is and who is best at managing that risk, resulting in the best end product possible.

Karen asked Mark "How is it perceived when an architect finds there is middleman involved in the project such as DesignSense. Karen said she was curious if some firms would be reluctant to respond to the RFP because of the middleman concept?

Mark re-emphasized that as an owner this arrangement is good for the owner.

Dick asked if in the RFP we will define how many times will the architect be required to inspect it? Will there be a specific number of inspections? Mark Mitts also said that inspections will be as often as they need to be to ensure the performance specifications are met.

Mark Mitts also said DesignSense focuses on the performance specifications and the substantiation phase is where the accountability comes in.

Steve Martens asked if there are local firms that are true design/build or are they more just teams of companies working together. Mark answered that he is not aware of too many d/b that are local hence the teams are continually changing.

Dick asked what the timing is on the project and Mark said 60-90 days in this RFP process and then the project could start later this summer.

III. Staff Reports

Kim – Gearing up for lifeguard training and pool pass sales. Greg Winsor and Logan Wagler have left the department and we have hired a new person for the front desk, Sally Harper.

Dan – Spring soccer wrapping up and T-ball deadline was yesterday. T-ball season opens June 6 and summer camps start June 6 as well.

Brock – Taking over Logan's summer camps in the interim. Working on structuring the field trips for summer camps and working on fall guide information. Scott Miller is the instructor for junior golf at IRONHORSE, due to the departure of Julie Roberts. He has worked with this program in the past

Lindsay – Taking over Logan’s facility rentals. Mom and Son night went well and we had approximately 150 in attendance. National Trails Day is scheduled for June 3 and we have teamed with Kansas City, Missouri Parks and Recreation. Preparing for the Fourth of July.

Jeff – Taking challenge course calls. Cabins are full over the weekends in May and close to 50% full for weekends in June. Busy with Scouts programs and the butterfly garden in underway. Preparing for camps and climbing camps. The Nature Center has been in Kansas City’s Passport to Adventure. Many of the cabins are used for birthday parties.

Dick asked if there is on-going coordination between Jeff’s programs and April’s and they both answered yes.

April – Symphony performance was a success as well as Tea with Shakespeare. April also reported on the Oxford School Summer schedule. Dick asked if it was always open and April reported that it was not because we are staffed only with volunteers. She also noted that being open during the hot season is a challenge. April reported that some upcoming events are the Art Show, The Family Concert Series, Oklahoma rehearsals begin soon and the performance is scheduled for July.

Chris - At this time Chris asked the Park Board to look over the current guide and give comments. Construction at the Mission Bridge; Porch lights in the works still; Greens reconstruction has been approved and working on the mitigation plans to the Corps of Engineers. Scott is still proposing to close the course for a full year.

Steve asked why don’t they shut down 9 holes at a time. Dick said because of the logistics and scheduling. Dick went on to explain that they are hoping to get in several growing seasons before they re-open the course. Dick went on to share with the group the situation out at Ironhorse and why things are happening to the grass and why they need to redo them.

Chris then told the group about an article coming out that may include Leawood Park’s and Recreation Department that looks at City efficiencies in several areas and compares other municipalities.

Dr. Peppes asked who was the reporter and Chris said Lynn Horsley.

Chris also said we have had no new reports on the missing deer. Jacquie asked if they cut the deer down and Chris said no they might have used a truck and a chain, according to the police report.

IV. Organized Events on the Trail System

Chris reported that currently she has 4 or 5 groups requesting to do an organized event on our trail system – one being a bike rodeo with more than 200 bikes involved. Chris said this is a safety issue. Chris then went on to say if we approve these type of events then by default we promote these events. Dick asked does Overland Park or Lenexa do this? Chris once again stressed that she doesn’t want people to get hurt and we don’t want to close the trail down multiple times per year. Amy said if we could find a doable spot on

the trail (like Ironwoods) we should consider it. Steve Martens suggested that maybe we could encourage people to have such events out at Ironwoods where the trail is contained within the park. Karen suggested that we write a policy on this issue. Steve Martens suggested that we call Overland Park and Lenexa and learn how they handle this issue and that the board isn't opposed to events on the trail but would like more information. This will be continued at the June meeting.

V. Recognition of Dick Fuller for 22 Years Service

Chris acknowledged Dick Fuller for 23 years of service to the parks and recreation advisory board. Dick will be recognized at an upcoming council meeting in June.

Karen suggested that the Council look into possibly naming a soccer field or something along those lines after Dick. Dick mentioned that he would prefer this be discussed at the next meeting. Amy suggested that maybe it a soccer tournament, camp, or award be named in Dick's honor.

VI. Miscellaneous

The next meeting date was set for Tuesday, June 13 in the Maple Room.

Dick moved to adjourn the meeting.

Karen seconded the motion. The motion to adjourn was approved unanimously.

The meeting adjourned at 7:50 p.m.

Respectfully submitted,

Chris Claxton, Director
Parks and Recreation Department