



ADVISORY BOARD
Meeting Minutes – December 13, 2006

5:30 p.m. – Holiday Dinner Oak Room

6:20 p.m. meeting - Maple Room

Board members in attendance were Karen Reimer (Acting Chair), Mark Mergen, Bob Wright, Amy Vlastic, and Council Member Dr. Greg Peppes. Staff members in attendance were Chris Claxton, Kim Curran, Sara Dinkel, Dan Mahanke, Brock Shafer, Jeff Peterson, Lindsay Youle, Brian Anderson, April Bishop and Jackie Zinselmeyer.

Karen Reimer called the meeting to order at 6:20 p.m. Mark Mergen made a motion to approve the November 14, 2006 meeting minutes and Amy Vlastic seconded the motion. The minutes were approved unanimously.

I. Staff Reports

Kim – reported that WebTrac, the On-line registration component of RecTrac was working and hopefully the convenience of on-line registration will result in an increase in the number of participants for our classes offered. Bob asked Kim if league participants could register on-line and Kim said “no, because of the complexity of the registration process for our sports leagues.”

Mark then asked if it was possible to access the meeting minutes via the web and Chris explained that they were already available over the City’s website.

Chris also added that the new WebTrac feature is nice and very user friendly.

Kim also reported that she was gearing up for the 2007 pool season and getting ready to send out letters to the returning staff.

Brian – reported that his guys were involved in the clean up after the season’s first snow fall. He said he provided four people to assist the Public Works department and then the rest of his staff kept busy cleaning city facility parking lots, driveways, sidewalks and steps.

Brian also reported that he attended the Missouri Trail Conference and had the opportunity to tour some area parks and their trails. He also reported that he is still working on a solution to the lighting of the Lloopi art work in the City Park.

Mark asked Brian why this lighting fix is so unique and Brian explained that it was a very simple light and they are not sure the source of the problem. He also mentioned that the art council may want to come up with a new source of lighting all together. We are working with Tod Haren to assist us in getting this resolved.

Lindsay – Reported that the Holiday Lighting Ceremony was a big success and the weather was really warm. She also reported on a successful Breakfast with Santa this past Saturday morning. A new addition to the Breakfast with Santa was a Story Hour that was hosted by the Johnson County Library System. Tomorrow is the December Senior Luncheon and the next major special event will be the Daddy Daughter Date Night scheduled for Saturday, February 3.

Dan – Reported that he is busy working on soccer reports. After the season the goals needed repair and we are in the process of researching what is needed if we offer a soccer program for younger children (pre-K). If we do offer a pre-k league we will need to take into consideration smaller field, smaller equipment, more coaches, more teams, etc. Brian added that converting some of our existing fields to smaller fields would probably help with the wear patterns and present some additional grass options.

Mark asked about sanctioning of the league and Dan said they don't see the benefit of sanctioning. Dan also added that when you sanction a league you are required to group your players by age, and not grade. He said he found this to be a challenge especially when a group of kids sign up together as a team and then need to separate because of when their birthday falls.

Dan also reported he is working on summer soccer camps and he is unsure of what will happen because of the uncertainty surrounding the Wizard's Soccer team. Dan said we will still do a soccer camp and a Lacrosse camp.

Brock – Holiday camp will start December 21 and run the 22nd, 27th, 28th, and the 29th as well as January 2. A couple of new field trips are scheduled for the Holiday Camp including, the Kansas City Railroad museum and Planetarium and a tie dye place called DyeYourDuds in Olathe.

Brock also reported that with the golf course closing next year he is in the process of looking for an agency to help out via advertising. He made note of the new classes in the program guide and Amy said she was glad to see the Babysitting Class was being offered again.

Jackie – Reported that she was in the process of updating forms and manuals for the Lodge; working with Marica for marketing materials focused on daytime bookings; starting up camps for summer; and year-end-reports.

Jeff - Jeff reported that he was working on camps and just finished an Orienteering and Knot Tying Class. Jeff said he was busy with lots of Boy Scout and Girl Scout programs for next year, setting up a crafts area, cleaning exhibits, getting mail delivered directly to the Nature Center and Year-end Reports. He also reported on a successful Challenge Course inspection last month.

April – reported that she was working on, for 2007:

- Tea with Shakespeare
- Drama Camps
- The Amphitheatre Master Plan and Construction Projects

- Kansas Day Events
- Art Council's Art Shows
- Music Man Production for this summer

Bob asked if anything had changed since learning that Shawnee Mission was doing Music Man at Theatre in the Park and April responded telling the group that we are going ahead with our production and have a commitment from the Music Director who is with the Church of the Resurrection.

Chris also explained that at this point the work to be done out at Ironwoods Park will be the playground restrooms, the bathhouse for the cabins and the Parks Maintenance Building. In addition the Master Plan will allow for us to create "the big picture" for the amphitheatre and devise a budget.

Chris also told the group that at this time we have a recommendation for a design/build group, the SM Wilson and Hollis & Miller Architects team. Chris said by 2008 you will be able to see the results of these efforts.

A "party in the park" may be held in mid-April to coincide with the installation of the art work to be located by the Oxford School House. The intent is to bring people in the park, especially neighbors, for the dedication ceremony while at the same time having events at all the different venues available in the park. The Lodge, the Cabins, the Amphitheatre, The Oxford School House, the Nature Center, the Fire Ring and possibly the Challenge Course will all be host to a special event or entertainer during the same time as the Dedication Ceremony or perhaps in a close time frame. Hopefully people will leave with a better understanding as to what is available to them at the park and why these new improvements are necessary.

Chris – Chris reported on the scheduled closure of the Ironhorse Golf Course set for January 1, 2007. She told the group that they are trying to clear out the Pro Shop inventory and that much of the merchandise is on sale. The major electronic equipment, TV's, computers, equipment will go into storage for the duration of the construction and they are gearing up to go out to bid because the plans will be done in three weeks.

Amy asked Chris about the tree issue at Ironwoods Park and Chris said that the incident where two trees on City Property were cut down by a neighboring resident had been turned over to the City Prosecutor.

Chris also reported that the summer program guide will go out the first week of March.

Chris told the group that the City was back on track to complete the planned GEZER Park located at 133rd and Roe Ave. Chris said the cost of the park is still shown in the CIP at 1.2 million. Amy asked Chris when she thought they might start on the Park and Chris told the group that the design could possibly start in 2007 with construction starting in late 2007 or early 2008.

Dr. Peppes shared with the group that he thought as much as 50% of the governing body has an issue with the high cost expected for the park and that such a large discrepancy in the amount may make it hard to go forward at this time.

At this time Chris and Brian brought out a board depicting the preliminary plan for the Park for the group to see again, noting that the water feature in the center of the park is probably what may have some impact to the projected costs. Brian added that although the concept looked like a good one to build these features might be expensive.

Chris also reported that on August 5, 2007 the Kansas City area agencies will be hosting the annual Facilities Design School along with a trade show associated with the seminar to be held at The Lodge. The School is opened to Parks and Recreation staff from all over the country. Chris said as part of the School they will be visiting a number of area community centers, meeting with architects, and talking with communities about their struggles and successes in building their centers along with costs.

II. PFC and Pricing Policy

Chris handed out a draft copy of the Pricing Policy that has staff developed. This policy was developed based on our current practices, proposed changes, and staff's desire to provide written framework for current and future staff use. Some factors in developing the Policy were budgets, what the market would bear, and supply and demand, as well as recognition of citizen benefits.

A lot of the procedures outlined in the policy were already in existence but this was an opportunity to put them in a formal format.

One issue Chris wanted explain to the Park Board that there are many support services that this department provides to other departments throughout the City and there is no system in place that allows for us to recoup our costs for providing them. These services are mostly on the Park side and include things such as snow removal on City properties and median and island maintenance of city roadways, as well as mowing of police and fire stations. Chris and Brian explained that as much as 30% is going to support Public Works and maintain City properties.

Amy asked where does the money come from when you have unexpected costs and Chris replied "the City".

Chris did emphasize that she thought this was a good exercise for the city and asked the Park Board to please look over the draft copy she provided to each of them and to forward any comment they may have back to her. Dr Peppes suggested that we itemize and show that our recovery rates are better than what they appear to be and that it is more expensive to maintain City properties then they realize. Chris said she would have an expanded version before the next meeting.

III. Report on NRPA Congress – Seattle

Tabled from last meeting.

Chris asked Mark to please make comment on his experience at the NRPA conference in Seattle he attended earlier this fall. Mark then asked the staff what they thought of the conference. Kim said she thought the conference was very well attended and she took

advantage of many excellent sessions. Dan added that he attended a number of sessions he thought were very beneficial.

Mark said he enjoyed meeting members from other Park Boards throughout the country and hearing their thoughts and how they oversee their respective Parks and Recreation Department. Mark also commented on how surprised he was to learn that 40% of the NRPA membership is made up of just ordinary citizens – not department staff or board members.

Chris said she attended budgeting sessions and revenue producing sessions. She also went to several sessions and an off-site institute regarding financing, design and construction of Community Centers.

IV. Misc.

Amy Vlastic made a motion to adjourn the meeting. Mark Mergen seconded the motion. The meeting adjourned at 7:55 p.m.

Respectfully submitted,

Chris Claxton, Director
Parks and Recreation Department