



ADVISORY BOARD
Meeting Minutes – March 8, 2011
5:30 p.m. – Leawood City Hall – Maple Room

Board members in attendance: Karen Ward Reimer (chair), Bob Wright, Doug Stevens and Mark Mergen.

Board members absent: Jacquie McKinney, Rod Crawford and Amy Vlasic

Council Liaisons attending: Julie Cain and Lou Rasmussen

Staff members attending: Chris Claxton, Kim Curran, April Bishop, Tonia Morgan and Brian Anderson.

Chair Karen Ward Reimer called the meeting to order at 5:41 p.m.

Tonia Morgan (Administrative Assistant) made one correction to the minutes. Page 10 reflected that Doug Stevens asked the target timeframe of snow removal, but it was actually Bob Wright who raised the question. The correction was made prior to the meeting. Committee members received a copy of the corrected minutes.

Doug Stevens made a motion to approve the February 8, 2011 minutes. Mark Mergen seconded the motion. The minutes were approved unanimously.

I. Old Business

A. Planning Commission Action on New Ironwoods Restroom

Chris reported that five Commissioners attended the meeting along with the Chair. After a lengthy discussion, the restrooms were approved unanimously.

It is currently on the Council agenda for the 21st, but will be continued to June to consider all options. They would like the opportunity to look at the entire picture.

Chris added that she doesn't anticipate it being built before this years' production.

B. Dog Park/Land Update

Chris reported that she met with Mel Lavery, their attorney, Fred Logan and Corey, who is Mel's replacement. They are definitely interested in giving us the land. The one concern is what will be done on their property to retain water.

Chris added that she met with Joe Johnson, who advised that they wouldn't have to detain the water, but would have to capture the run off of their first flush. After which, their storm water should be taken underground.

Chris reported that the property drains in different directions. There is also a huge drop off area. It also goes downhill as it proceeds north. The big question is where they would discharge it.

Chris reported that Joe also said that anything they would have to do should be done outside the flood plain.

Chris reported that she read the ordinance today and agrees with Joe. The next step is to meet with the City Administrator, Joe, and Lou. This will give everyone a chance to share feedback and for staff to express areas of concern that would prohibit taking the land.

Chris also reported that when they originally met they discussed the nearly 10 acres of land on the corner of State Line and 435 next to the trail. They will deed this land to us.

Chris added that there may have been conversation about putting something in writing about this property it is currently hung up and it may be best not to take action if there will be consequences for the developer and/or us later. It is important for Joe, who has more expertise, Lou to understand what we are talking about and Scott, to bring him in the loop.

Lou reported that it isn't a question of detention for storm water flooding; it is a question of detention for treatment surface water.

Chris reported that this is correct.

Lou asked if they will also consider giving us an easement for water.

Chris reported that they discussed easements and they don't have any concern with it as long as it is all drawn up.

Chris reported that the good news is we anticipate getting an additional ten across of park land north of 435 soon.

Lou reported that the problem with the ten acres is it can only be accessed from the trail.

Chris reported that this is accurate; it backs up to the trail but they put something in such as a chip trail off our trail. The space is minimal but it is a great area to watch birds. Mel would like to see this get done before he retires

Lou asked how many acres the dog park will be.

Chris reported that it would be 8 acres.

Lou asked if at least two acres are cleared.

Chris reported that at least three acres will be clear area.

Brian reported that he measured it by hand physically with a wheel.

Lou asked if Scott has given any thought to having a staff organization to lay out everything moving forward. It could consist of a representative from the Public Works representative, Patty Bennett for the numerous ordinances that will need to be drafted, and an animal control officer.

Chris reported that this should be discussed but they haven't done so at this time.

C. Soccer Partnership Interviews

Kim reported that several proposals were sent out; two were returned. We received one from Puma, the organization who spoke to the Park Board recently and The Legends Soccer Club.

Moving forward she would like to find three board members who would be interested in interviewing the clubs. The interviews will be scheduled for the week of March. 21.

Bob Wright asked if they were the only two who sent in any full proposals.

Kim reported that they were the only two who sent in anything.

Council Liaison Rasmussen asked how to explain only receiving two proposals.

Kim reported that it could be a number of things. We asked questions regarding how they would help integrate the recreation teams as opposed to coming in and being a premier team. They were also asked financial information.

Council Liaison Rasmussen asked if delaying it will interfere with the season.

Chris reported that it won't. This programs start in the fall. Partnership would be the same.

Chris reported that a breakfast or early lunch meeting will be scheduled, once a determination is made of the Park Board members who are able to serve.

Bob Wright, Karen Reimer and Doug Stevens volunteered to serve on the Committee.

Kim reported that she will send the materials to review before the interview.

D. Committee Attendance

Chair Karen Reimer reported that she added this to the agenda.

Karen asked Tonia, if she'd had a chance to make a report of Committee member's attendance.

Tonia reported that she completed an attendance report and at Chris's request, it was given to her.

Chris added that attendance is kept from the time a Committee member is appointed, rather than by calendar year. Attendance is calculated from May of the appointed year to May of the following year. She provides a report each year to the Mayor of attendance before appointments are made.

Chris asked Karen statistically how she would like to review everyone's attendance. Is she looking for percentages?

Karen replied that percentages will work. The main reason is for each person to be accountable for attending the meetings. It would be nice to know why someone is unable to attend, rather than sending a message saying that they can't make it without an explanation. Or not respond at all.

Karen reported that it is a great time to re-evaluate how many meetings you are actually attending. For example, if you are only able to attend 50% of the time. Each person should ask themselves if this is a volunteer commitment that you are giving your whole heart to; or if someone can do a better job that is able to attend more meetings.

Karen asked Tonia and Chris to send the information via e-mail to each individual Committee member.

Karen added that it doesn't have to be discussed anymore in the meeting as long as Tonia has the information in the minutes for the people who are not attending tonight. We don't need to spend any more time on it.

II. New Business

A. Staff Reports

Brian reported that his staff is in the process of cutting down the ornamental grass and mulching beds. They also put down pre-emergent for weed control. They are also busy preparing the soccer fields.

Brian added that there is a puddle in front of the shower building that tracks mud into the cabins and bathrooms. They will install a slot drain to remove the water.

Brian reported that construction began at Gezer Park; the water line has been installed for the drinking fountain. They have also started preparatory ground work where the playground will go. The weather and rain is causing a delay. He has met with the playground installer and the anticipated date to set the playground is mid April.

Council Liaison Cain reported that she noticed a new wood chipper on the Consent agenda last night and was astounded at the cost. Is it used often, and if so, do we make our own mulch?

Brian reported that the chipper is \$43,000. The wood chips are done in house, but they are taken to Suburban at 135th Street.

Council Liaison Cain asked if there is a cost involved in doing this.

Brian reported that Suburban charges \$30 per truck load, but this is the most efficient way to dispose of wood.

Council Liaison Cain asked Brian if we are creating mulch in house or if it is purchased. Did we wood chip all of the Christmas trees that were dumped in the park?

Brian reported that mulch is purchased when needed. He has used chips from Christmas trees in some picnic areas. Some people actually come and get it also. A lot of mulch, if not allowed to thoroughly compost, won't be good landscape mulch.

Chair Karen Reimer asked how long a wood chipper lasts.

Brian reported that it will last approximately fifteen years, which is the age of the one being replaced.

Kim reported that soccer registrations are finished with 103 teams so far.

Kim reported that swim team registration began Monday. Ten and under is full with eleven on the waitlist. Eleven and older has four spots left. Registrations will be open to non-residents who have never swam before.

Kim added that they are in the process of updating the website with the spring and summer programs. The summer guide is on the website. Resident enrollment begins March 14. Non-resident enrollment begins March 22.

Kim also reported that new audio visual equipment was installed at the Lodge a couple weeks ago. The original equipment has been there since it opened in 2004. They felt best to replace it now instead of the risk that it may break down during an event.

Kim reported that her staff is continuing to work on improving marketing efforts. They recently received promotional magnets with important information and phone numbers listed and

instructions on how to sign up for text subscription service that will send a text message regarding rainouts and cancellations.

April reported that the stage company held auditions for “Bye Bye Birdie”. Call backs are next week. They are still in need of teenage males ages 13 – 19 to balance out the production.

April shared that she is glad to report that the Oxford sign dedication will be held May 21 at Ironwoods. She would like everyone’s support by attending the dedication.

Chris reported that we were able to secure a new soccer sponsor, Emergent Care Plus. They are also a new Chamber member.

Chris reported that the Chamber moved the Taste of Leawood event to City Park this year. It will be held in the lot east of the maintenance building. She is working with them to finalize plans. This is a rain or shine event.

Council Liaison Cain asked if this is the same day as the Tour De Art event.

Chris reported that this is accurate. They are excited about this. The event has been renamed to Spoke ‘N Art. Brian tested the route. Chris will also test it soon. This should be a fun event.

Chris also reported that we recently partnered with K.U. school of journalism’s strategic communication students. They are working with agencies across Kansas. One of the students is from Leawood. There hope is to help with our marketing effort strategies.

B. Party in the Park

Kim reported that Party in the Park was hosted for three seasons. It was originally created to highlight Ironwoods Park when many people weren’t aware of where it was. The event had inflatables, open climb, cabin tours, artists, open wall, etc. The attendance in the past couple of years has declined with only 200 people in 2010. The event cost \$2900.00 to operate which is approximately \$14.00 per person. The staff sat down to discuss the event and is recommending to discontinue it and allocate some of the money to movie nights. They will host three movie nights this year. One will be with in conjunction with the fall Park Festival, Jaws will be shown outside the pool in the summer and Footloose will be shown as a back to school event.

Kim also reported in an effort to provide more programming for seniors, staff will purchase a Wii that can be used for camps as well.

Chris reported that in regards to Party in the Park, they always look at the programs and when they don’t make sense financially, it is time to research something that can be done that isn’t so costly or in some cases, shelve the idea or recreate it in future years.

Misc.

Council Liaison Rasmussen reported that it was discussed at the last meeting that the City Council is moving forward with a work session on fees and cost recovery. Has any thought been given on this issue? Are you prepared for the work session? He added that at the previous meeting, he reported that he doesn’t believe the debt component should be a part of the fee schedule because in his opinion this is double dipping the tax payer. The tax payer authority is paying the interest and the principal. It is unfair to make them responsible for that cost and also the fees.

Council Liaison Rasmussen asked what part of the cost structure should be included in any consideration for a fee schedule including such things as the overhead. Is there an overhead load that should be assigned to the fee schedule or not. These are policy decisions that the Council has to make. He asked the committee how they felt and what component should go into it.

Council Liaison Rasmussen asked when this will be brought to the Council.

Chris added that this is currently scheduled for a May 2nd work session.

Chris asked if it would be helpful if she provides the Committee with another copy of the fee policy that the board recommended for approval when this was done in 2006.

Chris reported that Julie, Doug and a few other members weren't on the Committee at that time. This may be helpful. This will give a basis of how they were thinking at the time.

Doug suggested this would be helpful.

Chris reported that we start at a basic level for budgeting. For example, if you look at a dance class for a five year old, we are aware of the fixed cost to cover the class. But, when you factor in the cost of overhead of finance and HR, etc., it could close a half million dollars. Obviously, this is not in one program only, but she agrees with Lou, this is a policy issue. There has to be a decision made by Council about not only what they want to subsidize but at what level.

Chris added that when discussed before, there were categories in the policy of things that are community events. There isn't a way to cover the cost of on the 4th of July event for \$25,000 worth of fireworks. We do however charge a fee for using other activities at the event.

Council Liaison Rasmussen reported that he would like feedback from the Committee before the Work Session regarding specific items. How much overhead, if any, and should it go into everything?

Chris reported that we could spend an entire meeting discussing this. She will provide the policy and the minutes from the last work session when this was discussed. At that time, there were good discussions and points well made but there were never any decisions made.

Council Liaison Rasmussen asked Chris to provide the documents to the Committee prior to the next meeting for discussion at that time.

Chris reported that she will mail the documents. After received, it will be helpful to share your thoughts by emailing all Committee members. She will also include basic forms so the board can better understand how we do our work.

Council Liaison Cain reported that she has heard from several Council members that it would be helpful to receive work session information enough in advance to review it. In the past, information has been received the night of the actual meeting or a couple days prior.

Chris reported that she will send the information. It is a lot of information to review. Staff is always responsible for making their budgets work. For example, if Brian's staff fertilizes the fields for soccer, it doesn't come out of Brian's budget, it comes from Dan's budget because it is his soccer program.

Chair Karen Reimer reported that this will be added as an agenda item at the next Committee meeting.

C. Next Meeting Date/Agenda

The next meeting is scheduled for Tuesday, April 12. Karen asked the Committee members to arrive as close to 5:30p.m. as possible to begin the meeting. She will begin the meeting at 5:45 at the latest.

Doug Stevens made a motion to adjourn the meeting and Mark Mergen seconded the motion. The motion was approved unanimously.

The meeting adjourned at 6:32 p.m.

Respectfully submitted,

Chris Claxton, Director
Parks and Recreation Department