



ADVISORY BOARD

Meeting Minutes - September 22, 2015 - 5:30 p.m.
Maple Room- Leawood Community Center, City Hall

Board members in attendance: Karen Ward-Reimer (Chair), Amy Vlasic, Matt Block, Steve McGurren, Lorrie Hamilton

Board Members absent: Doug Stevens, Bob Wright

Council Liaisons: Lou Rasmussen, Julie Cain

Staff members present: Brian Anderson, Kim Curran, Chris Claxton, April Bishop, and Dalnita Holland

Chair Karen Ward-Reimer called the meeting to order at 5:35 p.m.

Lorrie Hamilton made a motion to approve the August 11, 2015 meeting minutes. Amy Vlasic seconded the motion. The minutes were approved unanimously.

I. Special Business

Chris asked Park Board Members to introduce themselves to the new Administrative Assistant Dalnita Holland.

II. Old Business

A. Update on Leawood "Play" Amenities and Barktoberfest Event

Brian reported that the dog agility course is scheduled to arrive tomorrow; this allows a week to install before Barktoberfest. Two weeks ago the dog park received a donation for two drinking fountains. One fountain is located in the large park, while the other is in the small. Installation should be completed by the end of the week. The concrete pathway that goes from the shade structure to the dog park is now finished. The whole park is seeded for fall with some grass starting to come up.

Chair Ward-Reimer inquired if the orange fencing was still up at the park.

Brian replied that it had been taken down, but it's up again now, due to the pouring of concrete for the dog fountains. After the concrete is completed, the fence will come down. Strips of sod need to be added along the sidewalk and any additional bare spots. Last meeting it was mentioned about drainage swales on the trail. The extra soil was transferred to the low areas at the dog park. This should help achieve good grass covering and improvement of puddles.

Chair Ward-Reimer inquired if there was anything else to report at City Park.

Council Liaison Rasmussen asked what the latest attendance numbers were at the dog park, and if attendance had dropped due to heavy rains.

Brian responded that after April the Midwest Regional Council needed their counter back. The counter was given back resulting in the inability to track attendance.

Council Liaison Rasmussen inquired how much would a counter cost.

Brian responded that the cost is approximately \$2000. It would cost too much to purchase a counter.

B. Foundation Fundraising for Dog Park

Chair Ward-Reimer inquired about going forward on Foundation Fundraising for the dog park.

Chris replied that there is a meeting planned with Animal Control Officer Carla Lewis. She is familiar with agility courses on spacing, and correct placement. This knowledge will be beneficial to Brian and his staff. Barktoberfest will occur next Friday at the east end of City Park. The following Friday if it rains. A member of the finance staff will be available to issue dog licenses from 5:00 to 6:00. It might be a combination on educating owners about licensing.

Council Liaison Rasmussen inquired about the progress the staff has made with the fundraising brochure for the dog park.

Chris responded she still had the copy with his suggestions. Some donations have already happened. Alice Hawk, Foundation Chair, had called before the NRPA conference asking what other items were needed. The minutes of previous meetings were reviewed and she was given an approximate estimate of \$15,000. The desires for a shade structure with the bench, and two or three other benches were included in the estimate. At this time she wasn't able to find out how much money had been secured through donations.

Council Liaison Rasmussen inquired will this be ready by the end of the year to present to the City Council.

Chair Ward-Reimer requested Councilmember Rasmussen explain the brochure to the new members.

Matt inquired if the document is for fund raising.

Kim provided copies of brochure to new members Steve and Matt.

Council Liaison Rasmussen updated new members that the document included donation sponsorships, handling of funds, and advertising. Everyone is encouraged to add their recommendations and to forward them to Chris. He continued that cat and dog generated revenues between Topeka and Columbia is in the millions.

Amy questioned if the brochure will be ready by Barktoberfest.

Chris responded they wanted to take a broader approach and look at the whole sponsorship package before going forward. Both individual and companies want to be more involved. Scheels, Urgency Room, LL Bean have expressed interest in a partnership. Planning with the bigger picture in mind can accomplish more. It is best to present all of the different types of sponsorships available. One contact is less confusing, instead of several people going out and seeking involvement.

Matt inquired if they would review before brochure goes out.

Chris responded that board would review recommendations on the packet; the staff would do the details. Much like the fee policy we would ask Council to accept it.

Amy inserted that the brochure was basically setting policies on donations. One suggestion was made to have sponsorship on the dog waste bags. The sponsor's phone number or logo could be printed on bags.

Chris responded those attending this event will have pet friendly businesses. It will be a great opportunity to develop relationships and to see how we can partner with them to grow their business.

Chair Ward-Reimer inquired about Council Liaison Reports.

III. Council Liaison Report

Council Liaison Rasmussen responded that would comment later in meeting.

IV. New Business

A. Staff Reports

Brian reported:

Last night the City Council approved the following projects:

- Provide sidewalks to every soccer fields allowing disable individuals to access the field for viewing.
- Remodel of adjacent restrooms at the pool. They will now become family or 2 unisex restrooms.

Other reports:

ADA guidelines will now be met; by two minor adjustments to the concession window, improvements to sidewalks and moving some handicap stalls closer.

Patrons will no longer need to walk in the street or parking lot to access the trail. A sidewalk will go south from maintenance building all the way to the dog park.

Old asphalt path going up to Shelter A & B it will be replaced. Included in the maintenance budget is to put another surface coat on playground at City Park.

Chair Ward-Reimer inquired if both sides were receiving resurfacing.

Brian responded that actually all three areas of playground will be covered, which would include the little animal area and sidewalks.

- Trails report includes working on getting designs for future projects for next year. Low water crossing at Tomahawk Park and along Roe is the portion under the most distress. There are two spots where the creek is eroding, and is getting closer to the trail. He met with engineers today, and still needs to discuss with Chris the possible realignment. It

would entail going into the timber and moving it away from the creek to eliminate problems in the future.

Amy questioned how the new trail at 127th is holding up.

Brian responded the new trail is in great shape. There is some concern for the retaining wall west of Mission Road. This wall is made up of several interlocked units of concrete. One piece located on the lower wall has settled. The possible problem might be water from Mission Road coming under the street and getting under the gravel base. One option is to grout the area with concrete. There is not a need at this time to disassemble the wall.

Amy inquired any additional issues from the major rains.

Brian commented that a big tree fell and caused damage to a bridge at 119th. The guard rails were damaged and special 410 steel was used in the repairs. He visited with the county this month, thanks to Lou's knowledge about additional tax money for trails. Johnson County is examining large park areas that have not been developed for years. The county has cooperated with other cities in the past. An example is the Interlocal Agreement with the City of Shawnee. Their Clear Creek Trail now has attachment to the county's Mill Creek Trail. This development could then connect to our bike plan. The system could provide our trails a link with Overland Park, Jewish Community Center, and Park Place. The connection could also include Indian Creek, and Tomahawk Creek Trails. Going forward an estimate of cost, and preliminary design will be needed.

Council Liaison Rasmussen stated it is then his responsibility to bring this report to the Council. He will seek approval going forward to approach the County, in a joint effort, and sharing of funds.

Lorrie inquired approximately what percentage of the fund sharing does the county usually pick up.

Council Liaison Rasmussen responded it was a million plus.

Lorrie questioned if that was what they had available.

Council Liaison Rasmussen replied no, it was \$1,225,000 for Shawnee's contract, which was one half.

Matt questioned if there was still money left from budding developers.

Council Liaison Rasmussen explained the concept of the previous Council regarding the vacant land at the corner of 117 & Roe. The previous Council wanted property owners to contribute in the development of the trail. Over time this plan got left behind. The last developer put the trail in, but not the bridge. An extension needs to be built along the north side of Town Center Drive down to connect the trail. He would like to provide data to approach the Council to go forward getting the county to share the cost in 2017.

Chris stated that it is always good to partner with others. An example is the State of Kansas Outdoor Land and Water. They have some grants available. Unfortunately, the federal funding via the Land and Water Conservation Fund is scheduled to expire at the end of September. It is believed they received \$7 million last year used throughout the state.

General consensus was received from the Parks & Recreation Advisory Board moving forward with asking Council to approach county for funding.

Council Liaison Rasmussen added a time frame for 2017, since 2016 is too late. He suggested getting the old estimates and increasing it each year by 2%. Check with Camelot Court to find out the actual cost of Southside Trail.

Chris added we would need to have information in by the first of November. Dave Ley (City Engineer) can provide an estimate based on width and length.

Council Liaison Rasmussen thanked Brian for his following up.

Brian reported that the Bicycle Friendly Community application was turned in August. Results will be known by the end of October.

Kim reported:

- It was busy the end of August, and first of September. Approximately 3,300 attended the food truck event.

Steve asked what attendance numbers were expected.

Kim stated 1000 was estimated, and we were not sure how many people would come.

Steve inquired what improvement should be made.

Kim reported:

- Vendors asked how many trucks were participating. They wanted to make sure there weren't too many trucks, so it would be profitable. Due to the first year's uncertainty the food truck were not charged.
- Vendors felt the music was too loud, speakers were right next to food vendors and it was too hard to hear orders.
- Depending on the weather, the stage would be moved in between the fields. This would reduce some of the noise problem. The area would be more open, utilizing the fence to increase area for alcohol. Liquor laws require consumption of alcohol in a confined area.

Amy inquired if there were many dogs.

Chris added 10 to 15 dogs, a lot of kids, and families.

Kim commented it was great to see kids out in the fields playing with each other. The event for next year is slated for August 27, 2016. There will be an increase in staff and more bands next year.

Council Liaison Rasmussen inquired about the parking.

Kim stated it was ok; they parked up Lee Boulevard similar to 4th of July, no parking signs on one side.

Chris commented that four officers helped with event. The police knew the uncertainty of traffic. Many parked in the neighborhoods and walked.

Council Liaison Rasmussen inquired about buses.

Kim stated didn't use a bus at this event; more people prefer to walk than ride the bus.

Amy mentioned her friends rode their bikes, she suggested maybe promoting this next year.

Kim reported the numbers were down for Labor Day run, due to pouring rain. Next day was Doggy Dunk, 206 dogs participated.

Amy inquired about Labor Day weekend attendance at the pool.

Kim responded surprisingly people came out in the afternoon wanting to swim one last day. She continued that an invitation had been accepted to join the Johnson County Swim Dive Team, and leave the MOKAN league.

Chair Ward-Reimer questioned who is in the Johnson County league.

Kim responded Shawnee, Merriam, Olathe, Overland Park, Roeland Park, and Prairie Village,

Chris mentioned Gardner is considering joining, but they can't host.

Lorrie added that this seems to be a more natural fit.

Amy inquired who is left in the MOKAN league.

Kim responded Woodside, Jewish Community Center, Homestead, and Turner. The dive team is a small, strong group that plans to grow.

Amy commented this will be better competition.

Kim stated that Holiday Lighting is scheduled for November 16 at 6:00 p.m.

Kim reported that 31 had already registered for Breakfast with Santa, on December 5th.

Chris stated there hasn't been any contact, since the park at Brook Beatty was completed. One of the neighbors contacted Council Member Filla and asked what happened to the fence that was supposed to go in.

Council Liaison Rasmussen questioned what fence.

Chris responded to Council Filla and Scott Lambers, explaining that a fence was not required, but it was stipulated that some sort of barrier be put in at some point.

Chair Ward-Reimer asked was this on street side.

Chris commented, no between the residents. This resident must be at least the second house over. Remember moving forward with the property lines were going to be redrawn, and property was going to be swapped out. The owners came back and they wanted monetary compensation which was declined.

Chair Ward-Reimer commented that they were not willing to work with us.

Chris responded the discussed stopped after that.

Chris stated October 5th is the work session for Art Master Plan and Public Art Policy.

Chair Ward-Reimer questioned why this is being revisited.

Chris replied that the Leawood Art Council is reconsidering goals and objectives, perhaps changing documents that are redundant and needed wordsmithing.

Council Liaison Cain added LAC is meeting tonight and is taking a fresh look and reviewing goals.

Chris reported there is difficulty in finding donations. A space has been created specifically for Temporary Art next to City Hall. The artist can't afford the fabrication costs if they know they're not going to be selling the piece.

Steve questioned if artist must be willing to loan their work.

Chris responded they need to be willing to loan it for 2 years. The planning process is very involved. There are two separate funds available for art. One is from City Public Capital Art Fund, and the other from the Public Art Impact Fee. Previously per resident funding was based on percent. Now it is \$5 for each resident per year, which is helpful in stretching out those dollars. Fifteen to twenty per cent of the cost goes to installation, and engineering fees are rising.

Steve asked if they had approached artists at the Hallmark Market Art Fair. It is a yearly event at on the square where local Hallmark artists display their work. This could be an avenue to find some pieces that might be less expensive.

Chris stated that she believes April Bishop is aware of the event but not sure if she can attend.

Chris stated that there is a designated lit temporary pad used for display. A stipend of some sort has also been given to the artist and other pieces have been purchased in the past.

Council Liaison Cain added an enormous amount of time, money, and energy is spent on these projects. The Art in Public Placed Initiative worked on the piece for the Justice Center for over a year. A quarter of a million dollars was budgeted for the pinnacle piece. It was to be representative of function of the building, but the Council determined that APPI's recommendation wasn't the right fit.

Chris reported the development of Mission Heights just north of 151 & Mission is being continued with its 2nd meeting with the Planning Commission. This development is adjacent to the Ironwoods Park, and was discussed with the board three months ago.

Chris reported attending the National Parks and Recreation Conference last week. The trade show was a great opportunity to find out a variety of information, ranging from spray ground surfaces to dog park equipment. The conference provided a good place to exchange ideas and she attended many informational education sessions.

B. 2015 Boards & Commissioners Report Banquet

Chris passed invitations around to the committee members for the Board of Commissioners' Banquet. Kansas City will be the host on November 20, at the World War I museum. Cocktails start at 5:30 and the entertainment program will begin at 6:30. The City in the past has paid for

members of Park Board, and Council Representatives to attend. The cost of the spouse is not included. Metro area directors group includes areas as far as Lawrence, Odessa, and Blue Springs.

Council Liaison Rasmussen replied that he is going.

Chris asked that all reservations go through her office to make it easier for KCMO to coordinate.

C. 2016 Fees – Staff Recommendations

Chris questioned if everyone got the proposed fee recommendations. They were sent out last week.

Chair Ward-Reimer asked if anyone had any questions.

Council Liaison Rasmussen questioned reducing fees at the same time employee compensation has grown 4% a year. Council has made a point of having a degree of stability with revenue streams.

Chris commented during the busy season some facilities are being turned over twice a day.

Council Liaison Rasmussen stated he agreed with all of the changes, but just questioned the decreases. The Council is very sensitive when looking at recovering fees.

Lorrie asked if there is a net increase with diving team.

Amy questioned if dues for the dive team are smaller.

Kim responded that the cost of the dive team went down. Now the fee is the same for the both swim and dive members. The MOKAN league charged a sanction fee for every diver, in the JCSDL there isn't a sanction fee, thus the reduction.

Chair Ward-Reimer suggested changing some of the wording.

Council Liaison Rasmussen inquired do these purposed changes include soccer fees, and operational numbers of the dog park. He wants to bring up some discussion about recovery of fees at the upcoming work session.

Kim responded that soccer fees stayed the same.

Chris added the Board had asked us to track expense data for Community Garden and the Dog Park. We will have those numbers for you at the end of the season.

Chris addressed looking at The Lodge proposed changes. Most of the revenue comes from weddings and receptions. Typically, these events do not occur in the winter. The thought was to take a business approach of lowering fees during the slower season, thus reducing the vacancy rate to recover some of the operational expenses. The movement of patio furniture is a proposed fee since it requires 2 people to accomplish and it can be very time consuming.

Council Liaison Rasmussen commented Iron horse's Clubhouse extension will be completed in 2017 providing more revenue opportunities.

Lorrie added these are reasonable changes we should support.

Council Liaison Rasmussen asked if the dive team is at \$150, and is it more or less revenue.

Chris added it was understood going forward, and rewording the purposed document. Eliminating \$14 that went to AAU, plus expense reduction, brings greater cost recovery.

Chris stated we have been building all of our credit card fees into the program. The change for next year is that we will have a credit card terminal at the pool.

Lorrie added some people only use plastic and don't carry cash.

Kim stated software capabilities can track actual revenue, making it easier to divide expenses.

Council Liaison Rasmussen added credit card fees can eat up a good percent of revenue.

Chair Ward-Reimer suggested a minimum \$5 on credit card purchases at pool concessions.

Lorrie Hamilton moved to send the revised proposed fees changes for 2016 to the City Council as recommended.

Matt Block seconded the motion.

The motion was approved unanimously.

April reported the British Invasion "Rocumentary" Musical is scheduled for the first weekend in November and tickets are selling quickly.

Council Liaison Rasmussen asked if auditions had started.

April responded that auditions were finished, in fact rehearsals start tomorrow.

Chris asked if the Leawood Stage Company has had their annual strategic retreat.

April responded it is this weekend and they will be looking at shows for next year.

Lorrie inquired going forward perhaps having something more modern or does selection have to do with fees.

April added actual selections are not based on fees.

Chris inquired if April mentioned last time if everything about Arti Gras is on the website.

April reported everything is out on the website, with a reminder that all artist applications are due December 11th.

V. Misc.

Chair Ward-Reimer reported receiving an email about birthday parties. She questioned if the information about The Nature Center's parties is on website and Facebook.

Kim responded yes, this year has had increased participation at Ironwoods. Last week 28 girls attended one party.

Chair Ward-Reimer asked if there was anything else under misc.

Council Liaison Cain questioned about charging for things like the food truck. Were they charged this year?

Kim responded this is something that is being considered. It was not feasible to charge the first year without a baseline for fees. Originally they tried to charge, but the vendors would not go for it since it was an unproven event.

Amy suggested maybe a \$5 admission charge since there is food and free music.

Chris commented this is a great event for a sponsor, if we can get that many people to attend. One sponsor contributing a \$1000 would pay for the cost of the bands. The whole picture of everyone enjoying food, music, and parents carrying sleeping children on their shoulders made for a great event.

Council Liaison Cain commented that the Taste of Leawood attendance went over 1000. The majority were younger attendees. The net to the Chamber was higher than in years past.

April added it was capped at 1000. The event tickets were less than before, \$55 instead of \$70, smaller bite size portions, and with less expensive food items like shrimp. More vendors participated; some had to turn people away because they ran out of food.

Chair Ward-Reimer announced the next meeting will be November 10.

Lorrie Hamilton made a motion to adjourn meeting.

Amy Vlasic seconded the motion. The motion was approved unanimously.

The meeting adjourned at 7:25 pm

Respectfully submitted,

Chris Claxton, Director
Leawood Parks & Recreation Department