



**ADVISORY BOARD**  
**Meeting Minutes – October 8, 2019 - 5:30 p.m.**  
**Maple Room- Leawood Community Center**

Board members in attendance: Amy Vlastic, Kim Galbraith, Gary Swanson, and JoLynn Hobbs

Board members absent: Chair Karen Ward-Reimer, Lorrie Hamilton, and Bob Wright

Council liaisons present: Chuck Sipple

Council liaisons absent: Julie Cain

Staff members present: April Bishop, Chris Claxton, Kim Curran, Brian Anderson, and Camille Sumrall

Amy Vlastic called the meeting to order at 5:30 p.m.

Kim Galbraith made a motion to approve the September 10, 2019 meeting minutes. JoLynn Hobbs seconded the motion. The minutes were approved unanimously.

**I. Old Business**

**A. Update on Bike Kiosk Project at City Park**

Brian informed the committee that Vireo has completed a construction plan and a recommended products list for the design. Several staff members have stated dislike for a few of the products, such as brick pavers, and suggested other materials to use instead. They have priced other paving and building materials but are still working on finalizing the products list.

Brian stated that they are awaiting potential leftover funds from the South Loop signage project that will be completed once Mission Road has been finished in November. The South Loop signage project will likely be completed by January. They should have leftover trail maintenance funds from this year to contribute to the bike kiosk project as well.

JoLynn asked if at the last meeting someone suggested doing a compass inlay on the ground at the bike kiosk.

Brian replied yes, Council Liaison Sipple suggested it, and we should be able to accommodate that design element.

**B. Update on Art Installations**

Chris stated that she is working on the application for the planning commission for “Inspiration” by Rita Blitt, which will be located on the corner of College and Tomahawk Creek Parkway. Continental Engineers will have the plans soon and the boring at the site has been completed. Chris will bring the planning applications for both “Women of The World” and “Inspiration” to the planning commission at the November 26<sup>th</sup> meeting. The plans will then go to the City Council for approval.

Once the plans are approved, staff will need to coordinate installation dates with the artists. We will also be working on a new public art brochure that will incorporate all the new pieces.

April added that “Point Defiance” has been removed from the temporary location to be relocated Ironwoods Park and a new kinetic piece named “Sky Writing” has taken its place to the west of City Hall.

**C. Discuss Proposed Final Photography Permit Policy and Fees**

Chris suggested we table to discussion until the November 12<sup>th</sup> meeting.

Amy asked to clarify what the proposed policy covers.

Chris stated that the new policy would be for commercial use photographers only. Commercial Photography violates the City’s ordinance of profiting on city parkland. Chris stated that there have been several issues with commercial photographers bringing large pieces of furniture or props and setting up in front of doors, on the trails, and various other locations that interfere with city events or general public use.

Amy asked if the permit would include a set of rules for the photographers.

Chris stated that yes; the permit would have time and location specifications for each photographer.

**II. New Business**

**A. 2020 Proposed Fee Changes**

Kim C. proposed the fee changes below for 2020:

**Recreation Division**

- **Sukkah** – The Sukkah is being removed from the Fee Schedule due to being damaged beyond repair in the 2017 flood. We are not planning to replace this item in the near future.
- **Cabin Rental Fees** – The proposal is to increase all rental categories by \$5. The Leawood Civic Group - *from \$120 to \$125*; the Resident and Non-Leawood civic rate - *from \$130 to \$135*; the Non-Resident rate - *from \$160 to \$165*; and the Business rate - *from \$200 to \$205*. The cabin fees were previously increased by \$5 in 2016. This fee increase will help cover increasing staff wages, and routine repair and replacement of furnishings.
- **2-Day Rental Package for the Lodge at Ironwoods** – **\*NEW\*** This proposal is to offer a 2-day rental package for groups who want to use the Lodge for two consecutive days, up to 10 hours per day. This package offers a \$250 discount off the hourly rental rate. The proposed rates are:

	<u>Resident</u>	<u>Non-Resident</u>	<u>Business</u>	<u>Leawood Civic</u>	<u>Non-Leawood Civic</u>
<b>Friday / Saturday</b>	\$ 5,550.00	\$ 6,550.00	\$ 6,750.00	\$ 5,350.00	\$ 5,550.00

<b>Thursday / Friday</b>	\$ 4,600.00	\$ 5,500.00	\$ 5,750.00	\$ 4,400.00	\$ 4,600.00
<b>Saturday / Sunday</b>	\$ 4,750.00	\$ 5,800.00	\$ 6,050.00	\$ 4,400.00	\$ 4,750.00
<b>Off Season</b>	\$ 3,950.00	\$ 5,050.00	\$ 5,350.00	\$ 3,450.00	\$ 3,950.00

Kim C. added that the two-day rental fee at The Lodge at Ironwoods helps with wedding rehearsals and wedding set-ups the night before. The renters may not keep perishable items overnight like their cakes, food or flowers. This two-day package for rentals will help alleviate revenue loss for renters who would like to rent for two days.

JoLynn added that she thought the two-day rental was a great idea.

Kim G. asked if one-day rentals have a minimum number of hours and if so, should you consider raising the minimum number of hours

Kim C. replied that yes, we do have a minimum but we would like to keep it at four hours.

Amy made a motion to approve the proposed 2020 fee changes. Kim G. seconded the motion. The motion was approved unanimously.

### **B. Discuss Proposed Ordinance for Athletic Field Use**

Chris stated that we have had issues with private groups playing on our athletic fields during times where we typically perform maintenance. We would like to keep our fields to a high standard for playing, which require routine maintenance.

*Chris summarized the recent problem of adults with cleats using game fields during the soccer season. Signage will be replaced at this location and updated throughout City Park game fields.*

Chris stated that she will need to evaluate all the ordinances related to Parks and Recreation operations in the first part of the new year. Many of the ordinances were written in 1991 or earlier and need to be updated. The new ordinance will include a section on field use.

April asked if there will be a section of the ordinance on drone usage.

Chris stated she has spoken with Chief of Police Troy Rettig, as it should probably be a citywide ordinance.

### **III. Staff Reports**

Kim reported the following:

- Katie Curatola Burreis is the new Facilities and Special Events Supervisor. She will start on October 22<sup>nd</sup>.
- 3 weeks of fall soccer left.
- The Lodge at Ironwoods has been very busy with rentals during the prime fall season.
- 100 people already enrolled with Breakfast with Santa on December 7th.

- Holiday Lighting will take place on November 18<sup>th</sup> in the courtyard at City Hall at 6:00pm.

April reported the following:

- Into The Night fall festival had a great turnout.
- “Art on Loan” Sculpture arrived October 3<sup>rd</sup>. The piece is a kinetic piece named “Sky Writing I” by artist John King.
- “Fall into Art” art show will be happening in the Oak Room of Leawood City Hall on October 18<sup>th</sup> (opening reception), 19<sup>th</sup>, and 20<sup>th</sup> (show).
- “Nuncrackers” will take place at the Lodge at Ironwoods on November 14<sup>th</sup>, 15<sup>th</sup>, 16<sup>th</sup>, and 17<sup>th</sup> 2019.
- “Cracked” a reimagined Nutcracker by Vida Dance Company will take place at the Lodge at Ironwoods on December 20<sup>th</sup>, 21<sup>st</sup>, and 22<sup>nd</sup>.

Brian reported the following:

- Working on rotten wood replacement and painting at I-Lan Pagoda structure.
- Over seeding aerating green spaces.
- Added sod to the “Walking Woman “site.
- City Park pond reconstruction will begin shortly in November and end at the latest in April.
- Working with developer at Village of Leawood in regards to the land, they donated to the City for parkland. There are still some issues with the landscaping not matching the landscaping plans they submitted to the City planning department.

Chris reported the following:

- She will be taking the recommendation to add Instagram to our social media plan to the City Council meeting on November 4<sup>th</sup> or 18<sup>th</sup>.
- Considering a new event “Bourbon and Bubbly Fest” possibly in conjunction with the Leawood Arts Council.
- The Parks and Recreation team will be having a retreat this winter.

#### **IV. Miscellaneous**

Chris reminded the group to RSVP for the Kansas City Metro Area Parks and Recreation Directors Association Commissions and Boards Appreciation Banquet.

#### **V. Next scheduled Meeting Date**

The next meeting will be held November 12<sup>th</sup> at 5:30 p.m. at the Maple Room of the Community Center.

Kim G. made a motion to adjourn the meeting. JoLynn seconded the motion. The motion was approved unanimously.

The meeting adjourned at 7:30 pm.

Respectfully submitted,

Chris Claxton, Parks and Recreation Director