



ADVISORY BOARD MEETING AGENDA  
Tuesday, January 26, 2021  
6:00 PM  
Merriam Community Center

1. Roll Call/Attendance Staci Chivetta
2. Public Comments Staci Chivetta
3. Approval of November 24, 2020 Minutes Staci Chivetta
4. Staff Reports  
    a. Director's Report Anna Slocum  
        i. Community Center Construction Update  
        ii. 2021 Projects  
        iii. Monthly Community Center Membership Report  
        iv. Tim Murphy Art Gallery Update
5. New Business  
    a. 2020 City of Merriam Year End Video Anna Slocum  
    b. Special Event Discussion Anna Slocum
6. Other Business
7. Adjournment

Distribution:

Board Members: Chivetta, Croan, Howard, Leary, Leitch, Quinley, Scott, Stull  
Mayor Sissom

City Council Members

City Staff: Chris Engel, Meredith Hauck, City Clerk, Anna Slocum, Dave Smothers,  
Renee Nagle, Cole Surber, Nicole Ritter

**CITY OF MERRIAM PARK AND RECREATION**  
**ADVISORY BOARD MEETING MINUTES**  
Tuesday, November 24, 2020  
6:00PM

**Roll Call**

The November meeting of the Merriam Parks & Recreation Advisory Board was called to order at 6:00 pm, by Chairperson Christopher Leitch. Board members in attendance included: LaVera Howard, Katie Leary, Billy Croan, Kathy Stull, Staci Chivetta, Tony Scott and Evan Quinley. Staff members in attendance included: Anna Slocum, Director; and Nicole Ritter, Customer Service Representative. Due to COVID-19 gathering restrictions, other staff did not attend. Public in attendance: Nancy Hupp.

**Public Comments**

There were no comments.

**Approval of Meeting Minutes**

Evan Quinley made a motion to approve the October minutes. Billy Croan seconded the motion, which passed unanimously.

**Staff Reports**

**Director's Report**

COMMUNITY CENTER CONSTRUCTION UPDATE

Daily communication continues with McCarthy to determine remaining work and impact to patrons. The list remaining has approximately 25 items and is the responsibility of 12 trades to complete. Several of the items should be wrapped up this week, but others will not be completed until the first week of December due to scheduling issues or the arrival of hardware. "BASK" is still not lit. McCarthy and the electrical contractor worked with the manufacturer of the electrical component to troubleshoot the issue with no success. It is now back in the manufacturers court which may require travel. There is no forecasted completion date at this time. McCarthy's goal is to have all work completed by mid-December.

Kathy Stull asked why a significant amount of concrete from the parking structure to the courtyard had to be replaced. There were accessibility issues with the slope of the concrete that were not in compliance. There is other concrete work out of compliance on site that will need to be removed and poured again.

MONTHLY COMMUNITY CENTER CONSTRUCTION UPDATE

During the month of October, there were 131 membership units sold for a total of 538 units. There are a total of 1,100 people assigned to those units of membership. There has been another corporation to complete the corporate membership process. In the December Highlights, there is an article about the corporate membership benefit. The communications team is creating a story for the Chamber "Newsbrief" and a flyer has been created that will be included in all the completed business licenses that will be mailed in December. In December / January, to build upon the New Year's resolution, anyone who purchases a paid in full membership they will receive FREE Merriam swag. This will include items similar to what Charter Members received. In addition, staff is evaluating other opportunities to sell these items or provide them as a door prize for future events.

In October there were 3,159 membership visits, an average of 102/day. This is a 69.4% increase from September. Through the first 15 days in November the membership visits almost surpassed the entire

month of September. Unfortunately, with the closure of pools, there has been a significant dip in daily visits. In addition, there have been approximately 20 memberships suspended until the pools reopen.

Insurance visits continue to be strong with a significant increase in Silver Sneakers and RenewActive. Starting December 1, the partnership with Silver & Fit / Active & Fit will be activated. The agreement with PeerFit is with the attorneys. It is staff's goal to have this go to City Council on December 14 if the agreement can be finalized in time.

#### TIM MURPHY ART GALLERY UPDATE

This year the High School show will look significantly different. Instead of having thousands of works submitted there were 462 entries from 18 area schools. There were a total of 80 works accepted representing 70 students from 16 schools. The awards ceremony will be a virtual event. This year, with limited number of entries coupled with budgetary concerns to the Transient Guest Fund, it was necessary to restructure the awards which will continue to be Visa gift cards. This year there will be a Best of Show \$150; second place \$100; third place \$50 and three awards of merit. Each participant accepted into the show will receive a finalist certificate. The show will run from December 3 – January 2.

Included in the packet is the art exhibition schedule for 2021. It is staff's goal to explore bringing receptions back to the gallery in April, depending on the state of the pandemic. Receptions will look different when they do come back.

#### **New Business**

#### 2021 FARMERS' MARKET SEASON SCHEDULE

Included in the packet was a memo regarding the proposed operation of the 2021 Farmers' Market season. In 2020, the season was reduced to 19 weeks to prepare for COVID-19 protocols. During the season 10,329 shoppers visited the market averaging 544 weekly shoppers. With only 18 stalls available, almost all stalls were occupied weekly thanks to the 49 daily vendors throughout the season. For 2021, staff is prepared to return to a full 22-week season starting with COVID-19 protocols in place with a plan to expand vendor participation if restrictions are lifted. The season will run from the first Saturday in May to the last Saturday in September from 7 am – 1 pm. Staff is seeking Park Board recommendation to approve the proposed operating schedule for City Council approval. Billy Croan motioned to approve proposed operating schedule Kathy Stull seconded the motion, which passed unanimously.

#### HIKING AND BIKING AND WALKING TRAIL CODE MODIFICATION

Before the board this evening is language to update a section of Merriam's Municipal Code as it pertains to Chapter 47, Article III; Section 47 -90 – Parcourse, hiking and biking trails and walking paths. Included in the packet was a memo outlining the need for the update along with a red-lined and clean version of the proposed changes. The discussion of modifying the code started in November 2018 to determine how to remain in compliance with Americans with Disability Act (ADA). Johnson County Parks and Recreation Department (JCPRD) took the lead on pilot program to determine the use of electric bicycles on the trails. After their program was completed, area directors discussed the need to unify trail regulations between local municipalities as there are several linking trail systems throughout the metro area. To ensure changes proposed did not impact any vehicular codes, staff worked closely with the City Attorney and Chief of Police to develop the proposed changes. The major changes include renaming the code eliminating the term parcourse; defining various modes of

alternative transportation to ensure there is a clear definition for enforcement and outlining the permitted and restrictive use of these alternative modes of transportation. In conversations with the Chief of Police and City Attorney, codes should be clearly written from an enforcement perspective. Portions of the code that deal more with etiquette were removed as they are difficult to monitor and enforce. Staff is seeking a recommendation to City Council regarding the changes proposed to the code.

Discussion among members included eliminating the term “hiking” from the title and including pedestrian verbiage. After discussion, it was determined that the pedestrian language was deemed to be etiquette and difficult to enforce. “Hiking” is a relative term and would remain in the title.

Kathy Stull made a motion to send recommendations forward to City Council as proposed. Billy Croan seconded the motion which passed unanimously.

### 2021 ELECTION OF OFFICERS

This is a one-year assignment with no term limits. There are two positions to be filled – Chairperson and Vice Chairperson. It is the role of the Chairperson to lead the meetings. The agenda is determined by staff but there is always a place on the agenda for Other Business, in the event the chair or another member of the board has items to discuss. There has been, on occasion, the need for the Director to have separate meetings with the Chairperson regarding sensitive matters for guidance on how to proceed with a topic prior to a meeting. The Vice Chairperson, fills the role of the Chairperson in their absence. There will need to be a nomination for each position followed by a vote of the majority for the nomination to pass. Those elected will begin their service at the first meeting of 2021. Members of the Board interested in serving were encouraged to state their intention.

Kathy Stull nominated Christopher Leitch to continue to serve as Chairperson. LaVera Howard seconded the motion. During discussion, Christopher Leitch graciously declined the nomination stating that due to personal issues he was not able to continue to serve in the role for 2021. After his withdrawal from running, Christopher Leitch nominated Staci Chivetta to serve as Chairperson. Billy Croan stated he was interested in serving as Chairperson.

Before calling for a vote, Christopher Leitch stated that with two candidates interested in serving as Chairperson, one would serve as Chairperson the other as Vice Chairperson. A vote was called for those in favor of Staci Chivetta – with Staci abstaining from the vote she received 5 votes. The vote was called for Billy Croan- with Billy abstaining from the vote he received no votes. Staci Chivetta will serve as the Chairperson for 2021 Park Advisory Board with Billy Croan serving as Vice Chairperson.

### **Other Business**

There was no other business to discuss.

### **Adjournment**

Katie Leary made a motion to adjourn. Billy Croan seconded. The meeting adjourned at 6:45 p.m.

## December Memberships

<b>Membership Category</b>	<b>2020</b>
TWO PERSON CHARTER	
TWO PERSON HOUSEHOLD	5
ACTIVE & FIT	1
ADULT CHARTER	
ADULT MEMBERSHIP	10
COUNCIL - BOARD MEMBERSHIP	4
EMPLOYEE TWO PERSON HOUSEHOLD	
EMPLOYEE ADULT	
EMPLOYEE HOUSEHOLD	
EMPLOYEE SENIOR HOUSEHOLD	
HOUSEHOLD CHARTER	
HOUSEHOLD MEMBERSHIP	7
EMPLOYEE PART TIME TWO PERSON	
EMPLOYEE PART TIME ADULT	2
EMPLOYEE PART TIME HOUSEHOLD	
EMPLOYEE PART TIME SENIOR	
EMPLOYEE PART TIME YOUTH	
PRIME MEMBERSHIP	15
PEERFIT	
RENEW ACTIVE	26
RETIRED SENIOR HOUSEHOLD	1
RETIRED SENIOR	
SCHOLARSHIP MEMBERSHIP	
SENIOR CHARTER	
SENIOR CHARTER HOUSEHOLD	
SENIOR HOUSEHOLD	2
SENIOR MEMBERSHIP	2
SILVER & FIT	2
SILVER SNEAKERS	
YOUTH MEMBERSHIPS	

**TOTAL MEMBERSHIPS SOLD**

**77**

# VISIT REPORT

TOTAL VISIT	JULY 25 - 31	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
MEMBERSHIP VISITS	388	1,765	1,862	3,159	2,833	2,490
DAILY VISITS	3	53	59	197	104	144
TOURS	366	378	149	133	56	31

AVG VISIT / DAY	JULY AVG	AUGUST AVG	SEPTEMBER AVG	OCTOBER AVG	NOVEMBER AVG	DECEMBER AVG
MEMBERSHIP VISITS	55/day	57 / day	62 / day	102 / day	98 / day	83 / day
DAILY VISITS		2 / day	2 / day	6 / day	3 / day	5 / day
TOURS	52/day	12 / day	5 / day	4 / day	2 / day	1 / day

Membership Visits	
July 30 highest attended day	72
August 24 highest attended day	85
September 10 highest attended day	92
October 27 highest attended day	148
Nov. 11 highest attended day	159
December 30 highest attended day	117

Daily Pass Visits	
July 28 highest day	2
August 31 highest day	6
September 5 highest day	11
October 10 & 27 highest day	19
Nov 14 highest day	16
Dec 28 highest day	16

Tours	
July 25 highest day	57
August 15 highest day	32
September 19 highest day	26
October 3 highest day	14
November 8 highest day	8
December 12 highest day	4

Insurance Pass Visits	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
Silver Sneakers	32	156	187	264	308	287
Prime Fitness	0	26	37	33	29	32
Renew & Active		1	19	98	118	121
Silver & Fit						6
Active & Fit						0

# Year-to-Date Membership Totals

<b>Membership Category</b>	<b>2020*</b>
TWO PERSON CHARTER	44
TWO PERSON HOUSEHOLD	26
ACTIVE & FIT	1
ADULT CHARTER	41
ADULT MEMBERSHIP	56
COUNCIL - BOARD MEMBERSHIP	8
EMPLOYEE TWO PERSON HOUSEHOLD	4
EMPLOYEE ADULT	18
EMPLOYEE HOUSEHOLD	8
EMPLOYEE SENIOR HOUSEHOLD	1
HOUSEHOLD CHARTER	81
HOUSEHOLD MEMBERSHIP	41
EMPLOYEE PART TIME TWO PERSON	0
EMPLOYEE PART TIME ADULT	5
EMPLOYEE PART TIME HOUSEHOLD	9
EMPLOYEE PART TIME SENIOR	2
EMPLOYEE PART TIME YOUTH	14
TIVITY PRIME MEMBERSHIP	30
PEERFIT	0
RENEW ACTIVE	44
RETIRED SENIOR HOUSEHOLD	5
RETIRED SENIOR	1
SCHOLARSHIP MEMBERSHIP	2
SENIOR CHARTER	54
SENIOR CHARTER HOUSEHOLD	44
SENIOR HOUSEHOLD	6
SENIOR MEMBERSHIP	19
SILVER & FIT	2
SILVER SNEAKERS	105
YOUTH MEMBERSHIP	2

## **TOTAL MEMBERSHIP SALES**

**671**

CANCELLATIONS 66

SUSPENDED 30

\*Charter Sales for Grand Opening began in March

**Event Name:** 24th Annual High School Visual Art Competition

**Date:** Thursday, December 3, 2020

**Location:** Virtual awards presentation video posted on Facebook & website via YouTube

**Number of Registrants:** 462 works submitted by 143 students from 18 schools  
80 works accepted by 70 students from 16 schools

**Grades:** 9-12

**Cost of Event:** Free

**Revenues:** \$0.00

**Expenses:** Postcards-\$70/Judging Fees-\$200.00/Ribbons-\$47.69/Awards Gift Cards-\$316.85  
Certificate Holders-\$17.38

**Total Expenses:** \$ 651.92

Year	Submitted Works	Schools	Accepted Works
2020	462	18	80
2019	1,053	23	151
2018	1,355	24	160
2017	1,008	28	191
2016	963	20	182
2015	832	15	199

**Special Items Needed:** laptop for recording awards ceremony

**Modes of Publicity:** brochure, Facebook, Brightsign at MCC, electronic sign at Marketplace, registration form sent to schools, teachers and students.

**Staff:** Ingrid recorded awards presentation and Anna helped get video posted on YouTube.

**Strengths:** Teachers and students were very appreciative that we were still having the show as they all thought we needed a little bit of normalcy during the pandemic. Spent \$2,000 less than 2019.

**Weaknesses:** COVID restrictions caused limited entries and cancellation of in person opening reception. Not enough entries to make separately judging the usual four categories (2D, 3D, CG & PH) competitive so went to just Best in Show, 2<sup>nd</sup>, 3<sup>rd</sup> place and three honorable mentions this year. Lots of trouble keeping certain non-framed art pieces on the wall due to poor hanging systems.

**Opportunities:** Hoping to have an in person show & reception for 2021. The new art gallery was able to accommodate 80 works making it a more prestigious show. Hoping to have enough entries to be feasible to judge each category separately again.

**Thoughts:** Looking forward to being able to hold reception next year. Having all the space of the community rooms will create a great flow for the event. Need to figure out a consistent way for teachers and students to place hangers on non-framed art pieces so they stay hung for the duration of the show.



*Tim Murphy*  
ART GALLERY



2020 BEST IN SHOW  
"TO RUN WITH THE PUMA" BY R. GREGORY SUMMERS

25<sup>TH</sup> ANNUAL

# HEARTLAND ARTIST EXHIBITION

MARCH 6 – 27

JURIED ARTISTS FROM ACROSS THE UNITED STATES

VIRTUAL AWARDS PRESENTATION

Saturday, March 6 // 7 p.m.

**MERRIAM COMMUNITY CENTER**  
6040 Slater St.; Merriam, KS 66202  
913-322-5550 // [Merriam.org/artgallery](http://Merriam.org/artgallery)

**GALLERY HOURS**  
M-TH 5 a.m.–9 p.m.  
F 5 a.m.–8 p.m.  
SAT 8 a.m.–6 p.m.  
SUN 10 a.m.–6 p.m.



**MERRIAM**  
Parks & Recreation