

CITY OF MERRIAM PARK AND RECREATION  
ADVISORY BOARD MEETING MINUTES  
Tuesday, February 26th, 2019  
6:00PM

**Roll Call**

The February meeting of the Merriam Parks & Recreation Advisory Board was called to order at 6:00 pm, by Chairperson Billy Crook. Board members in attendance included: Kathy Stull, LaVera Howard, Christopher Leitch, Thelma Fowler, Katie Leary and Grant Getzlow. Suzanne Downey was absent. Staff members in attendance included: Anna Slocum, Director; Dave Smothers, Assistant Director; Renee Nagle, Recreation Supervisor, and Ingrid Berg, Assistant Program Coordinator.

**Public Comments**

There was no one present for public comments.

**Approval of Meeting Minutes**

Katie Leary made a motion to accept the November meeting minutes and Kathy Stull seconded the motion; motion was approved unanimously.

Kathy Stull made a motion to accept the December Special Meeting minutes and Katie Leary seconded the motion; motion was approved unanimously.

**Staff Reports**

**Director's Report**

Welcome new Board Member

The board welcomed Christopher Leitch as a new member.

Year End Video

Staff shared the 2018 Year End video created by the Communications Department. This is also accessible from the city's website. Staff will send a link to the board to the YouTube Channel.

Community Center Update

Staff shared the monthly construction video produced by McCarthy. This video is available through the Building Communities tab on the city's website. On-site pier drilling has started.

2018 Fall Recreation Report

New programs introduced last fall were: Girls on the Run, Intro to Ki Society, Simplified Tai Chi, Friday Painting class and MDL. Staff saw growth in: Level 1 Yoga, Yoga Express, Ki Society, Aikido, Silver Screen Movie Matinees, JOCO Congregate Meals, Bingo, art gallery attendance and daily visits. There was a decline in attendance for: Level 2 & 3 Yoga, Belly Dancing (due to instructor changes), Flexercise (Fridays were dropped due to no instructor), Chair Yoga (one less session offered) and Pickleball.

2018 Annual Recreation Report

2018 was a rough weather year for special events and this is the largest difference over 2017. All outdoor special events for the year were impacted either by rain or scorching heat. Adult fitness, after several years of growth, saw a decrease with the loss of a consistent instructor. Staff are exploring options and working to identify new instructors. In January, the Yoga Sculpt class did not meet minimums, although there are enough registrants for the March session. Senior programming and daily visits both saw slight growth with rentals holding steady.

2019 Projects

The project list for 2019 is divided into two groups. The first set are those tasks / projects related to opening the new community center. The second set are those that have a financial implication and were budgeted to be complete in the 2019 fiscal year.

#### Community Center

- \*Organizational chart, job descriptions and hiring new positions for new community center
- \*Define household/family (discuss in March/April)
- \*Revenue Policy (May/June)
- \*Fee schedule for 2020 (June/July)
- \*Storage plan for new CC (ongoing)
- \*Maintenance plan for new CC (after new positions are determined)
- \*Chart of accounts for 2020 (done-to prepare budget)
- \*Art relocation plan – Staff worked with the Interior Designer and the Foundation to locate all but two works to the new community center. The other works will be relocated to other city facilities that will be determined at a later date.
- \*Room names for new CC (March-to recommend to City Council)
- \*Discontinue paper packets for Park Board meeting-will have an agenda and the rest will be referenced digitally – board agreed to begin this in March.

#### Budget

- \*Rule sign at Brown Park - old sign between the basketball court and the trail
- \*Picnic table incorporation at the Marketplace
- \*Conversion to RecTrac 3.1-Dave & Lisa will go to Vermont for training in October
- \*Replace soccer goals at Waterfall Park
- \*Landscape improvements at the Marketplace Bridge

#### **Assistant Director's Report**

##### **Reports**

##### High School Visual arts Competition Evaluation

This was included in the packet. To help with logistics staff is thinking about limiting the number of works each school may submit.

##### **Updates**

##### 2019 Farmers' Market Season

The market is scheduled to open on Saturday, May 4<sup>th</sup>. Currently, 20 vendors have stated an interest to return. Staff is working to identify new vendors to fill the available stalls and reaching out to past vendors that have not committed. The calendar for entertainment and kids' activities was included in the packet. The Farmers' Market rules & regulations was also included to show the new verbiage to reflect the non-discrimination policy. The version that was provided was outdated. Staff was able to access the latest version to show the changes to the discrimination policy had been updated and reflected the city's ordinance.

##### Marketplace Improvement-Parking Lot Lights

An original budgeted item, it was determined that the expense of this improvement was not justified due to the number of times the lights are on.

##### **Upcoming Events**

##### 23<sup>rd</sup> Heartland Artist Exhibition

The opening night reception for the 23<sup>rd</sup> Annual Heartland is Saturday, March 2<sup>nd</sup> from 5-7 pm. The show includes 71 artists from eight states.

## **Recreation Supervisor's Report**

### **Reports**

#### HOLly JOLly HOLIDay Lights and HOMemade Soup

The weather was sketchy so the attendees watched the tree lighting from the lawn of IBFCC. This worked out well since people did not have to navigate crossing the street from the Marketplace. This is the first year staff had it catered which worked out well and the snow globe inflatable photo op was a big hit. A big thanks to the Carr's for all they do for this event. Staff will go back to calling this event The Mayor's Tree Lighting.

#### Breakfast with Santa

Two Men and a Grill catered this event this year. Staff will be changing the time to 9-10:30 am for future events. Thanks again to the Carr's who make this event possible and so special.

#### Daddy Daughter Dance

The theme this year was Alice in Wonderland titled "A Night in Wonderland". The event sold out and the limo rides, DJ Kirby and photo booth were all a big hit. Themes for 2020-- The Greatest Showman was suggested.

### **Upcoming Events**

#### Let Me Run

Let Me Run is a new boys running club that will be meeting on Mondays and Wednesdays (opposite Girls on the Run which meets on Tuesdays and Thursdays). They are looking for coaches.

#### Tiny Tykes

This is Challenger's British Soccer Camp for 2-3 and 4-5 year olds being held at the community center mid-March through the beginning of May. Registration form was included in the packet.

### **New Business**

No new business

### **Other Business**

#### Park Board By-Laws Update

It was suggested to set aside one meeting a year to review/update by-laws. Instead, it was decided that by-laws should be reviewed on an as needed basis, but changes should not be rushed. Staff researched the issue of virtual call-ins for Park Board meetings and it was discovered that only two entities (KCMO and Blue Valley Rec Commission) allow for virtual link. Both of these boards serve in an administrative capacity versus an advisory role. The only board in Merriam that allows for phone link is City Council. After discussion of next steps, the board unanimously agreed to revisit the proposed changes at the March meeting.

#### 5701 Steering Committee Update

This committee will be helping to decide the future of the current community center. They met in mid-December for introductions and to talk about objectives. A facilitator (Vicki) with Colin Noteis was hired and she met with each member in February. There will be meetings for the public to attend as well. Dates TBD.

#### Art Update

The third public art piece, titled “Hmmm...” will be going in at Waterfall Park starting in April or May of this year. The committee is getting RFQ’s for the forth piece to go in around City Hall, but has skipped to the 5<sup>th</sup> which will be two pieces at the new community center. They will start interviewing artists next month.

**Adjournment**

LaVera Howard moved to adjourn the meeting at 7:50 pm and Thelma Fowler seconded; motion was approved unanimously.

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