

CITY OF MERRIAM PARK AND RECREATION  
ADVISORY BOARD MEETING MINUTES  
Tuesday, July 23<sup>rd</sup>, 2019  
6:00PM

**Roll Call**

The July 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. 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**

Christopher Leitch made a motion to accept the June meeting minutes and Katie Leary seconded the motion; motion was approved unanimously.

**Staff Reports**

**Director's Report**

Welcome New Park Board Member

It was discovered that the new member did not actually live in Ward 1 so staff is reposting the opening. Verbiage will be added to clarify ward boundaries.

Community Center Update

The building has officially gone vertical. The first piece of precast was set and is the south facing wall of the natatorium. Staff is currently working on courtyard design. The next design committee meeting is middle of August. The OAC is still meeting weekly. Staff is hoping to get Park Board members onsite for a tour sometime in the near future. In preparation of operating the new facility, interviews are set for the Aquatic Supervisor, Recreation Coordinator and Fitness Coordinator positions next week. The Facilities Operations Supervisor for the IBFCC was hired, but quit after two days therefore it will be reposted. The Facilities Maintenance Worker position is also vacant so at the moment the temporary person has shifted to doing both jobs. Rand has been at the IBFCC every other day trying to trouble shoot HVAC issues. It turns out, if it's really hot and humid the air compressor shuts down and the air in the pneumatic lines drains out of the system. The north side of the building seems to recuperate fairly quickly, but the south side takes about 12 hours to recover. With the recent rain, the building has also taken on water in all the usual places.

Turkey Creek Festival Agreement Update

Staff met with JCPRD to renew the TCF agreement and requested consideration for a few changes. Those included: the calculation on charges for food vendors and waiving the special event fee. Under the current agreement, the City pays to renting the shelters, fire pit, rose garden, and paddle boats. In addition, JCPRD receives \$100 for each food vendor. Food vendors pay \$125 to participate in the event. Even though the Festival is considered a joint event and JCPRD is coordinating an arts and crafts fair in Antioch Park as part of the Turkey Creek Festival, the City does not receive a portion of these vendor revenues. Yet the City is still charged a "special event fee" on top of other charges for use of the park. For the 2020 fiscal year, JCPRD is anticipating an increase in rental fees charged. These items will go to the Johnson County Parks and Recreation Commission in August. Once the agreement is through their process it will go before City Council for approval.

## **Assistant Director's Report**

### **Reports**

#### Farmers' Market Monthly Update

There has been an increase in number of shoppers in the past several weeks. In talking with the vendors, they are positive and feel good about the market. This past weekend, 33 of the 36 stalls were filled and Sean McNown drew a good crowd. To ensure the market stays competitive, staff will evaluate all fees with a recommendation for next season later this fall.

### **Upcoming Events**

#### Tim Murphy Art Gallery

The opening reception for "Three Artists. A Journey of Discovery" is scheduled for Thursday, August 1st from 7-8:30 pm. This show features artists Matt Krawcheck, Jhulan Mukharji and Wendy Taylor.

## **Recreation Supervisor's Report**

### **Reports**

#### Party in YOUR Park Report-Quail Creek

There were 254 people in attendance at this event. The band, Beauty and the McBeest were a hit as were the food, inflatable, yard games and face painting.

### **Upcoming Events**

#### National Night Out/Party in YOUR Park-Waterfall Park

This event is scheduled for Tuesday, August 6<sup>th</sup> from 6:00-8:00 pm at Waterfall Park (5191 Merriam Dr.) Merriam Police Department will be grilling hot dogs (donated by Natural Grocers) and serving chips. Mad Man's BBQ will be there with Nitro-ice cream. There will be live music by Erica McKenzie, Sister Act Face Painting, an inflatable and yard games as well as interactive games with Merriam Police Officers. Mayor Sissom will be helping with the ribbon cutting for the newest art installation "Hmmm" and artist Blessing Hancock will be on site for a public engagement activity for her art piece for the new community center.

#### Cruise Night

This event is scheduled for Saturday, August 10<sup>th</sup> from 6:30-8:30pm at the Marketplace. There will be door prizes, live music by the Troubadour Retrievers, food for purchase from Fresh & Tasty Catering, and staff will be promoting the Turkey Creek Car and Motorcycle Show.

## **New Business**

#### Merriam Community Center Fee Recommendations

In the packet, staff included the study of membership fees for the new community center and the approach that was used to establish the fee structure. There was significant discussion around the four rate structures. The paid in-full annual membership provides the greatest value for all membership tiers. The formula for how the tiers were created was outlined in the memo. In the first several years, the majority of revenue will be generated by memberships followed by rentals and programs, staff reiterated that user fees must cover operations costs. Staff recommended Annual Household membership paid in full at \$660/year (calculates to \$55/month fee). Park Board members discussed concerns about marketing and recruiting people to sign up for memberships. There were concerns that the fee should be comparable to Mission and Overland Park versus Lenexa and Olathe. Although the ProForma was built at \$45/month fee this only accounted for less than half the predicted revenue to maintain desired subsidy. Since programs will be new, staff is anticipating it will take several years to build a program following. It would be detrimental to members to set an annual fee low that within the first two years would require a significant rate increase. Instead, it would be better to find ways to offer member rewards and perks either at time of renewal or periodically throughout the year. The goal

is to encourage preselling as much as possible as well as selling charter memberships. Christopher Leitch moved to accept staff fee recommendation of \$660/year annual household resident membership paid in full with the fee structure presented for that rate for all categories. In addition, create a Charter Membership fee based on Resident Household fee of \$45/month for the first 18 months with all categories pro-rated in the proposed rate structure. LaVera Howard seconded and the motion passed four to two.

#### Revenue Guideline Proposal

Included in the packet was a draft revenue guideline proposal. This document outlines how staff should approach setting fees for various programs and the differential rate charges. Included in this document are references to various policies such as Scholarships and Transfer/Withdrawal that will ensure requests for assistance are handled in an equitable manner. Kathy Stull moved to accept the revenue guideline recommendation proposed by staff with the addition of a corporate membership section and LaVera Howard seconded; motion was approved unanimously.

#### **Other Business**

##### 5701 Steering Committee Update

At the final public meeting, the committee presented their recommendations to reutilize part of the 1911 building with the rest being open space for community events. They estimated cost of this project is \$4.5 million. The committee meets again on Thursday, July 25 to review the final draft and prepare for the presentation to City Council on August 12.

#### **Adjournment**

Kathy Stull moved to adjourn the meeting at 8:20 pm and Katie Leary seconded; motion was approved unanimously.