

City of Lawrence
Parks and Recreation Advisory Board
November 12, 2018 minutes

MEMBERS PRESENT: Chair, Allen Humphrey, John Blazek, Pat Phillips, Patricia Collette, Marilyn Hull, Bart Littlejohn, and Val Renault
MEMBERS ABSENT: Sue Hack, Mandy Enfield
STAFF PRESENT: Derek Rogers, Roger Steinbrock, Lee Ice, Mark Hecker, Tim Laurent, Brandy Shoemaker
PUBLIC PRESENT: Coyla Lockhart, Dylan Lysen

- I. Meeting called to order by Humphrey
- II. Approval of October 8 minutes
Approval was motioned by Hull; Blazek seconded. Motion carried 7-0.
- III. Highlights/Concerns
Mark reported that the missing sign from Burcham Park is in the maintenance shop. Working with Friends of the Kaw to see if they want to fund a new sign. It is beyond repair.
Hull mentioned a project downtown on the Kaw to provide more access to the river and possibly kayaking and other opportunities.
Question was brought up regarding the depot and if the facility will be used as much or more once the Visitor's Center has moved. Staff feel it can be used for slightly larger events once some rearranging inside is completed.
- IV. Cemetery Decorations Proposed Changes
Handouts provided the final version of the Cemetery Rules and Regulations changes to Section B. Last public meeting only had a couple of new comments. Hecker reported staff removed some trees, brought in dirt and hadn't completed the work yet because of rain. Several shrubs in one section were removed and a waterline still needs to be placed. Work should be completed by early spring 2019.
Hull motioned to support the changes to the cemetery rules and regulations, Section B; Littlejohn seconded. Motion carried 7-0.
Littlejohn expressed his gratitude to staff for all of their diligence on this matter.
- V. Police Headquarters Park Area
Hecker reported the second public meeting was held last week and reviewed concepts of what was being proposed. At the first public meeting, concepts were started to be define of what type of things will go into the park. What was included were: a natural playground, fairly traditional shelter scheme, a spray park and a restroom. Hecker went over the site plans. He said he would be attending another design/site plan meeting scheduled during the week. Hecker said the goal is to have the building in process by end of summer 2019. Next public meeting is 7:30 p.m. Wednesday, Dec. 19, and the final public meeting is

7:30 p.m. Wednesday, Feb. 6, 2019. Both meetings are being held at SPL in the Legacy Room.

VI. Lawrence Loop Signage

Hecker stated we have all the decals and parts for the signs and just need to put them together. The original plan was to have the City's Sign Division assist us with putting them together, but they have been low on staff, so they are unable to help. We have contracted the work out to a sign company to have them fabricate the signs for us. Hecker said he hopes to see some finished products in a week or two. He said we'll start installing them once we get five or six signs. Should have them all installed by spring 2019. Each trail has its own name and the signs will reflect those names.

VII. Retreat

Discussion was held on the pros and cons of a retreat/work session. Decided to look at this again in January once Roger gets his mini master plan draft done.

VIII. Friends of Oak Hill

Presentation has been postponed until a later date.

IX. Staff Reports

- a. **Parks** – Mark reported that the holiday lights are about 95 percent installed. The annual ceremony for the lighting will be held 5:30 p.m. Friday, Nov. 24. Three staff members will be retiring by the end of the year, one in March 2019 and a couple more by the end of 2019. Mark spoke about the playground audit, moving/repurposing equipment from one park to another park and that a plan was needed to be developed to further study the situation.
- b. **Recreation** – Lee reported that with the colder weather outside, the indoor facilities are starting to heat up with use. SPL is busy with basketball games, practices, indoor track use, as well as the wellness center. All of the recreation centers are busy with adult and youth activities. We've had three staff leave three positions. Taylor Martin was hired to take a recreation programmer position at Sports Pavilion Lawrence, which includes some youth sports programming and other facility duties. There are two other openings and the hope is to have them filled by the first of the year. The new Grab-n-Go (Sandbar) at SPL, self-serve station made \$1,200 last month. When there are tournaments scheduled, it will be staffed with cashiers. **Tim** reported that staff is working on the 2020 budget and we haven't even completed 2019 yet. City as a whole is moving towards priority based budgeting, we're learning what that is and what it means.
- c. **Staff –Director** – Cemetery rules will be effective January 1, 2019. Will start enforcing rules closer in April, closer to Memorial Day. Mentioned the dedication of the renaming of South Middle School to Billy Mills Middle School.

Soccer and football field lights at YSC are done. We have organizations that rent the fields and pay for the use of the lights. We're trying to resolve some of the issues of the lights being on when nobody is using the fields.

Renault – Complimented Paul Baumchen on the EAB treatment of her ash tree and said it looked better this year than it has in quite some time.

Hull – inquired about maintaining the nutritional standards that had been adopted.

Tim reported we are still following the policy; however, we have been lax in adhering to the guidelines. Laurent said we currently had a RFP out for the department's beverage contract, and we were working with the new ownership of Sandbar Subs to extend its contract, so it would be a good time to address the nutrition policy with both vendors as we finalize everything and make changes if necessary.

Marketing– Steinbrock reported that the winter/spring activity guide will be dropping on Sunday, Nov. 25, listing all of our programs through May. There is a nice article about the dog park, as well as a picture of the advisory board members. A portion of the summer/fall 2019 guide will be coming out after the first of the year listing all the summer camp activities happening June through August. The office will be having some staff turnover, with one being a student teacher next semester and have hired one intern. Looking into hiring an additional part-time staff soon.

We're in the month of sharing. We've teamed up with the Toys for Tots program and will be setting out boxes in all of our facilities within the next couple of weeks to collect toys for the community.

X. Public Comments
No public comments

XI. Other

Next Board Meeting, Monday, December 10, at 5:30 p.m.

Meeting adjourned.