

MINUTES
PARKS AND RECREATION ADVISORY BOARD
CITY COMMISSION ROOM
January 4, 2016 - 4:30 P.M.

Present were the following members of the Parks and Recreation Advisory Board: Mr. Ed Klimek, Dr. David Dzewaltowski, Ms. Marcia Rozell, Ms. Linda Teener, Ms. Pat Hudgins, Mr. Mark Bachamp, and Mr. Dave Schafer.

Absent: Ms. Marcia Rozell.

Employees present: Mr. Eddie Eastes, Director of Parks and Recreation; Mr. Randi Clifford, Recreation Director; Mr. Scott Shoemaker, Zoo Director; Mr. Casey Smithson, Park Superintendent; Mr. Wyatt Thompson, Senior Park Planner; Ms. Angie Sutton, Community Relations Director; Mr. Brian Johnson, City Engineer; and Matthew Kohls, PE, BG Consultants, Inc. of Manhattan, Kansas.

MINUTES

Mr. Klimek called the meeting to order. It was moved by Ms. Teener, seconded by Ms. Hudgins to approve the minutes of the regular meeting held on December 7, 2015. On vote, motion carried 6-0.

Ms. Marcia Rozell joined the meeting.

WEST ANDERSON TRAILS

Mr. Eastes explained that the project does have some impact on the trails at Anneberg Park and the entrance to the park area. Mr. Eastes introduced Brian Johnson, City Engineer, to present the information regarding the Public Works project. Mr. Johnson provided a brief history on the West Anderson project for the board from 2008 to present. Mr. Johnson introduced Mr. Matthew Kohls, PE, from BG Consultants, Inc. of Manhattan, Kansas, to present the preliminary design concepts to the board. Mr. Kohls presented illustrations showing the pedestrian crossing options at the Anneberg Park and West Anderson intersection. They have provided two separate concepts for getting pedestrian traffic into the park area. Option 1 provides a West route for ADA accessibility. Option 2 provides a series of ramps and landings with only one sidewalk along the street access. A concept introducing a 10' wide concrete trail along the North and South of West Anderson to Scenic Drive was provided for the board. An additional trail running south to Highland Ridge Drive from the Scenic Drive and Anderson Drive intersection with a 10' trail across the existing Wildcat Creek Bridge was also provided to the board. Mr. Johnson asked the board for input and direction particularly involving the West Anderson and Anneberg Park intersection area.

Mr. Bachamp asked about eliminating the steps and providing a steeper grade step in Option 1. He expressed a concern about snow removal for the Parks staff. Mr. Thompson indicated that he felt we should review the accessibility. Mr. Dzewaltowski felt that the primary use for pedestrians to the park was to utilize the trails. He indicated that he felt bikers and runners would likely misuse the area around the steps to avoid the steps. Mr. Johnson agreed that this could be a potential issue. Mr. Schafer asked about the Cumberland Road right-of-way area. His concern was that some of the land designated in the design was private land. Mr. Johnson explained that the trail is planned in the City right-of-way for Cumberland Road. Mr. Klimek asked about Linear Trail joining the sidewalk along Anderson Avenue. He indicated that he felt that the portion of trail running along Anderson is not similar to the rest of the Linear Trail around the City. Mr. Johnson indicated that this project only covers West Anderson and not the existing trail east of Anneberg Park. Mr. Thompson explained to the board that the trail could potentially be developed further as part of Wildcat Creek Resiliency Project for the Community Development grant.

Mr. Johnson indicated that he would like to have a recommendation from the Parks and Recreation advisory board on either Option 1 or Option 2 for the City Commission. Mr. Bachamp indicated that he would be supportive of Option 1 without the steps in the current design. Mr. Klimek asked if Option 1 would open up the visibility of the park from the West Anderson roadway. Mr. Johnson indicated that it would require some clearing of the foliage to make way for paths. Ms. Rozell felt that Option 2 would be better for the runners and bikers in the community. Ms. Teener compared the path at Sunset Zoo to the concepts presented for Anneberg Park. Mr. Bachamp asked for Mr. Johnson's opinion on which option was the best fit. Mr. Johnson indicated that he felt Option 1 was the better design for the park. Mr. Schafer asked about estimated costs for 10' wide concrete walkways. Ms. Hudgins expressed some concern about the pedestrian crossing signal.

Mr. Dzewaltowski moved to make the recommendation of Option 1, with the removal of the steps from the design, to the City Commission. The Parks and Recreation Advisory Board provided Mr. Johnson with the recommendation of Option 1 for the City Commission.

Mr. Johnson asked for the recommendation from the board on the design for the trail following south along Scenic Drive from West Anderson to Highland Ridge Drive. The Public Works department would like to provide the design for trail extension to the City Commission on January 26, 2016. Mr. Thompson shared with the board that connections proposed at West Anderson and the Wildcat Creek promote access to parks and equitable access to parks. The Parks and Recreation Advisory Board provided a recommendation to pursue the trail extension proposal to the City Commission.

The board asked Mr. Johnson for an update on the Knox Lane project. The City applied for and was awarded a grant for the trail in 2012. The Public Works department is working with Kansas Department of Transportation (KDOT) on the planning of this project. The trail will encroach on private property and some property acquisitions might need to occur to complete the project. The City is waiting for clearance from KDOT to approach homeowners about additional easement needs to support the trail along that roadway. The Public Works department is tentatively going to be accepting bids for the project this summer.

FACILITY FEASIBILITY STUDY - SCOPE OF SERVICES

Mr. Eastes shared that when the consultant had been approved by the City Commission, the City Commission requested that the draft scope of services be designed in a way to address the priorities identified in the Strategic Facilities Improvement Plan Study. The City Commission also requested control on the funding of the study by properly shaping scope and phasing the implementation of the findings. Mr. Eastes asked the board for input on the scope of services. He indicated that if the board was comfortable with the draft scope of services presented, they could make a recommendation to present the scope of services to the City Commission.

Ms. Rozell indicated she would like to focus on quality needed programs and not focus on programs that are offered by other facilities in the region for the indoor recreation facility. Ms. Rozell would like to see the board move forward and stop seeking out additional items to study. The Facility Feasibility Study is a community process and we need to be clear on those priorities before we commit time, effort, and money on this project. Mr. Eastes indicated that all priorities need to be clearly understood and presented in a unified manner by the advisory board and the steering committee. A phased approach on priorities will need to be assumed for planning purposes and implementing the priorities. Mr. Bachamp asked about anticipated timeline for completion of the study based on the grant funding for the Douglass Community Recreation Center. Mr. Dzewaltowski asked about the contract timeline with the changing of the scope of services for the consultant. Mr. Thompson indicated that we would still ask for an October timeline after

a scope of services has been finalized. He explained that we could prioritize the Douglass Center Park area to meet the deadlines in for the Community Development Block Grant funding.

City administration has requested input on proceeding with the presented draft scope of services. Mr. Eastes indicated that there would be a final approval of both the scope of services and the contract for the consultant by the City Commission. The board agreed to recommend the scope of services as presented.

FACILITY FEASIBILITY STUDY - STEERING COMMITTEE RECOMMENDATIONS

Mr. Eastes provided a list of the steering committee members that served during the Strategic Facilities Improvement Plan Study. We have reached out to everyone who served on the previous committee and a majority of previous members are willing to serve on the steering committee for the Facility Feasibility Study. The City Commission asked about the potential to have the steering committee geographically distributed throughout the City. Mr. Eastes asked the board to provide recommendations for steering committee members. Mr. Eastes indicated that board members should be prepared to make a final steering committee recommendation to the City Commission at the February 1, 2016, meeting. Ms. Hudgins asked about an expected time commitment and meeting expectations. Mr. Eastes explained that the previous process lasted about 11 months and required attendance to 6 committee meetings. Mr. Bachamp asked if Mr. Eastes felt the advisory board needed additional representation. Mr. Eastes felt board representation was important and that USD 383 interaction could be important for partnerships. Ms. Rozell is willing to serve on the steering committee, as long as a superintendent has been hired for the USD383 school district. Mr. Klimek indicated that he felt solid participation from Kansas State University, Riley County, and the USD 383 school district is needed.

STAFF REPORTS

Mr. Thompson provided a list of current projects and status for the board. The weather has slowed construction efforts. City Pool Parking is underway and trail is under construction. Anneberg Park continues to progress. Twin Oaks is nearly complete and soccer field is under base construction. The Lee Mill Heights Park Master Plan is going to kickoff at the beginning of February 2016. Mr. Thompson is working with USD383 to engage students to be a part of the master plan process. In Triangle Park, we bid Phase Two of the brick sidewalk replacement and it will be presented to the City Commission on January 19, 2016 for award of the construction. The construction will be phased around Aggieville events and celebrations. Mr. Klimek asked about ownership of Triangle Park. Mr. Thompson and Mr. Eastes indicated that Kansas State University owns the land for Triangle Park, but the City has a long standing agreement to provide maintenance to the park area. Phase One and Phase Two are both joint City University projects and were recommended to the City Commission by Kansas State University.

Mr. Clifford indicated that the Twin Oaks Tournament schedule is being completed. There is an increased interest in hosting tournaments at the facility based on the turf project that is underway. The ice rink continues to have strong participation and admissions. The ice rink partnered with schools to host family fitness events during the after school hours. Peace Memorial Auditorium HVAC work has been completed and the gym floor was recently refinished. We will start up the noon hour open gym program again with posted rules and regulations. The staff realignment project will transition some staff members to new responsibilities and eliminates the vacant Recreation Supervisor position to provide two support level positions for our adult and youth programs.

Ms. Sutton discussed ongoing branding efforts for the Parks and Recreation. We had one of our 25 passenger buses decorated with the new logo. The bus debuted in the Mayor's Holiday Parade and because of the work by the graphic design company; we have had public comments about the new bus. Hutch Recreation has also implemented new branding efforts. The Kansas Recreation and Parks Association has asked Ms. Sutton and the marketing person for Hutch to present at the annual conference in February 2016 about branding. Ms. Sutton has also been working on branding for the T. Russell Reitz

Animal Shelter/Animal Control. They have developed a new logo and are working on other branding efforts for the facility. We are building awareness that it is not only an animal shelter facility, but also our animal control office. January 18, 2016, is a free skate day at the ice rink and Ms. Sutton invited the board to participate.

Mr. Shoemaker shared that 2015 attendance of 85,772 exceeded the budgeted attendance of 80,000. This was a 6,500 increase in attendance from 2014. Education programs have also surpassed the 2014 numbers as well. The zoo is moving forward with the leopard/tiger/sloth bear exhibit. They are reviewing the final design concepts for the exhibit space. The zoo is partnering with WIBW for Project 13 to request a \$13 donation and generate awareness of the project.

Mr. Goss reported that the year-end family programs that were sponsored by the FHDC Foundation generated attendance to a new target market and were all well attended. The next major exhibition is How People Make Things and opens to the public on January 30, 2016. One of the stations is creating a bowl and spoon. The FHDC is working on a tie in with ice cream providers for using those take home items.

Mr. Smithson indicated that there continues to be traffic for the Festival of Lights at Blue Earth Plaza. The Christmas tree recycling at Long's Park will be available thru Sunday, February, 7, 2016. The playground at Anneberg Park has been delayed due to weather events. The playground will be closed to allow the grade and drainage work to be completed in time to place the carpet in early spring. The department has a couple employees that are being recognized for years of service to the City. Mike Mohler, Cemetery Sexton, recently celebrated a 35 year work anniversary and J. David Mattox, Forestry Supervisor, will be celebrating a 30 year work anniversary.

Mr. Eastes explained that we are providing a division report with the agenda. The report is intended to provide information in advance of the meeting to the board members on staff report items. This would give board members an opportunity to generate questions or provide input on those items.

FUTURE BUSINESS

Mr. Eastes wants to keep the CIP program on the agenda. We are still waiting for the budget calendar. We anticipate having a list of CIP items for 2017 to the February meeting. The CIP will not be a finalized list. It will need to be processed by Finance, City Administration, and City Commission before final approval of the projects.

Mr. Eastes indicated that New Boston is working on a follow up report on the trip to Columbia, MO Intergovernmental Visit. The next planned intergovernmental meeting is expected to be in Fayetteville, Arkansas. Mr. Eastes wants to keep this item on the agenda to continue to provide updated information for the advisory board.

Mr. Eastes will also keep disc golf on the agenda. Mitchell Brenn, Vice-President of Disc Golf Fanatics of Kansas, shared results of their survey asking Manhattan residents about potential expansion of Warner Park. Mr. Eastes recommended submitting a citizen CIP item for the expansion of the park. Disc Golf Fanatics will be willing to assist with efforts to expand the park. Mr. Dzewaltowski asked about the progress of the request since the last discussion with the disc golf group. Mr. Eastes explained that it was an extensive public process. The project is getting internal attention prior to opening it up to the public comment process. There are concerns with the drainage ditch and pedestrian access across that area. Mr. Brenn indicated that the group would move forward with submitting a CIP citizen request. Mr. Dzewaltowski asked administration to give the group information on the proper process for making the request to the city for the park improvements. Mr. Eastes indicated that a park master plan would have to be completed before changes are made to a park. Mr. Thompson shared that the planning process has to

evaluate public use, restrooms, parking, etc. for the park. The public process will include climate surveys, public meetings, disc golf group input and other input. Ms. Teener indicated that she would like something to happen for the group. Mr. Thompson agreed to provide additional information to the group outside of the meeting on the public process.

OTHER BUSINESS

Mr. Eastes informed the board that the administrative office is still planning a move on January 11, 2016. The furniture is being installed. We are waiting for a Certificate of Occupancy. Mr. Eastes indicated that we will have some type of ceremony for the Peace Memorial Auditorium updates and the new office space once construction has been completed.

Meeting adjourned.