

MINUTES
PARKS AND RECREATION ADVISORY BOARD
CITY COMMISSION ROOM
SEPTEMBER 11, 2000
4:30 P.M.

Present were the following members of the Parks and Recreation Advisory Board: Mrs. Marie Steichen, Ms. Beverly Page, Mr. Roger Brannan, Ms. Jean Darbyshire, and Mr. Gerald Reeck. Mr. Larry Weaver reported later to the meeting. Mrs. Phyllis Moore was absent at this meeting. Also present at this meeting was Mr. Terry DeWeese, Director of Parks and Recreation; Mr. Jim Colley, Recreation Superintendent; Mr. Scott Shoemaker, Zoo Director; Mr. Jerry Dishman, Park Superintendent; Mr. Frank Gibbs, Park Planner; and Mrs. Debbie Dugan, Office Manager.

MINUTES

Ms. Page called the meeting to order. It was moved by Ms. Darbyshire, seconded by Mrs. Steichen to approve the minutes of the Regular Meeting held on July 10, 2000. On vote, motion carried 5-0.

STAFF REPORTS

Mr. Shoemaker discussed the following:

- Hosted Pepsi Kids' Day
- Hosted last Saturday Summer Safari
- Held discussions with associated zoos and agreed to keep the female warthogs indefinitely
- Conducted training sessions on maintaining a safe work environment while working around potentially dangerous animals and maintaining the health of animals, both physically and mentally
- Presented 25 programs serving 500 people
- Hosted 20 youth volunteers on their annual trip to visit other conservation organizations
- Conducted one radio interview
- Produced one television commercial

Mr. Brannan inquired about the hot weather affecting the animals. Mr. Shoemaker stated that the animals are doing fine.

Mr. Dishman discussed the following:

- Hosted the Fishing Derby
- Installed cemetery fence
- Built a trail through the Girl Scout Park to Grandview
- Alternative Welding donated a silhouette of "Old Bill", which will be erected on the Military Trail in Warner Park
- Began seeding program

Mr. Weaver inquired about the hot weather affecting the plants. Mr. Dishman explained that it has been hard to keep up with watering with only having a one-person crew.

Mr. DeWeese explained that an irrigation system was placed in the Capital Improvements Program, but was removed.

Ms. Page stated that a study should be done before additional beds are added if additional staff is not available.

Mr. Gibbs discussed the following:

- Completed irrigation work at Sunset Avenue and Anderson Avenue
- Completed asphalt pavement project on City Park tennis courts
- Construction drawings for site grading and utility plans at the Northeast Community Park are in progress. Preliminary utility plans have been reviewed by City Administration and implemented for final construction documents.
- Began gathering preliminary information for the next phase of heating and cooling for the Douglass Center and Annex

Mrs. Steichen stated that Coach Allen said that the tennis courts are great. Mr. DeWeese stated that the School District and City of Manhattan could work jointly on projects to save money.

Mr. Colley discussed the following:

- Met with Manhattan High School Athletic Director on field and court utilization by the High School
- Hired Recreation Supervisor
- Hosted a barbecue and swim party for the senior adults
- Fall sports program numbers: soccer - 1,100; flag football - 157; youth volleyball - 160; and adult fall softball teams - 84
- Met with a committee on hosting the NBC World Series Baseball Tournament for 13 year olds in 2001
- Ann Pavlik, Recreation Supervisor, has resigned
- Offered new tennis program for doubles match on Monday, Wednesday, Friday in City Park

Mrs. Dugan discussed the following:

- Processed 1,618 registrations
- Performed customer service by directing incoming telephone calls and assisting mail-in/walk-in customers
- Copied 43,500 forms for a variety of activities
- Distributed the Fall Brochure through the Manhattan Mercury
- Designed and distributed Senior Adult Fall Brochure
- Designed and distributed Special Populations Fall Brochure
- Continued selling Worlds of Fun and Silver Dollar City tickets
- Processed shelter reservations
- Processed refunds for rabies and spay/neuter certificates
- Continued updating web site page for Parks and Recreation Department
- Processed scholarship forms

Mrs. Dugan explained that the Board had requested information on the scholarship program at the last meeting. She stated that 383 scholarships had been processed totaling \$9,479.27.

CEDAR GLEN DEVELOPMENT

Mr. DeWeese explained that Mr. Doug DeMonbrun was proposing a development called Cedar Glen, which is located north of Stoneybrook Retirement Center, east of Little Kitten Creek, and west of the proposed Western Hills, Unit 11 Addition. Mr. DeMonbrun has been working with City Administration to provide access out of Cedar Glen to eventually connect with the Hudson Trail through the Western Hills Addition.

Mr. DeMonbrun distributed a map of the proposed Cedar Glen area. He explained that the area would be a maintained community with patio homes ranging from \$125,000-\$200,000.

Mr. DeMonbrun explained that his commitment is to endorse the trail system. He explained that the Cedar Glen area would have four entrance points for trail access. He discussed the layout and pedestrian circulation of the development and the requirement of having sidewalks on both sides of the street. He informed the Board that there is a tree line on the property that he would like to maintain and have one sidewalk in that area.

Mr. DeWeese explained that City Administration concurs with the recommendations of the trail linkages and having the trail built at the same time of completing the streets. He further explained that Mr. DeMonbrun wanted to have five feet wide pedestrian linkages instead of utilizing the normal ten feet wide requirements, as specified in the Linear Park Phase II Master Plan.

Ms. Page thanked Mr. DeMonbrun for his presentation. Discussion was held on the five feet wide instead of the ten feet wide pedestrian linkages through the development. Mr. DeMonbrun stated that he was trying to provide egress from the development while discouraging traffic into the neighborhood. The Board held discussion on the sidewalk requirements for both sides of the street and suggested sending a comment to the Manhattan Urban Area Planning Board on this issue. Mr. DeWeese stated that dealing with sidewalks is not under the Parks and Recreation Advisory Board's purview and is the responsibility of the Manhattan Urban Area Planning Board.

After further discussion, it was moved by Mr. Weaver, seconded by Mr. Reeck to accept the Cedar Glen plan, as presented by Mr. DeMonbrun, including the five feet width on the pedestrian linkages through the development and the single sidewalk along the part of Little Kitten Avenue that was a tree-lined border of the development in order to preserve the natural amenities and to encourage the Manhattan Urban Area Planning Board to listen to the reasons for these recommendations as presented by Mr. DeMonbrun. On vote, motion carried 6-0.

It was moved by Ms. Darbyshire, seconded by Mrs. Steichen to have the Manhattan Urban Area Planning Board consider exceptions to the subdivision regulations when considering a specified area dealing with use of space and pedestrian circulation. On vote, motion carried 5-1 with the no vote being Mr. Weaver with the comment that it was his belief that the Board had already attended to exceptions in the first vote.

PEDESTRIAN COMMITTEE

Mr. DeWeese explained that the minutes of the Pedestrian Committee were included in the Board's packet. He explained that no direction was provided at the Intergovernmental Meeting.

MISCELLANEOUS

Joint Meeting – The joint meeting with the Riley County Park Board will be held on September 19, 2000, at Fairmont Park and the Douglass Center has been reserved in case of bad weather. Mr. DeWeese explained that the following will be placed on the agenda: Bridge piers; Pedestrian access over the river; Development of Fairmont Park by the County; Long-term planning for future County Parks; and Shared Park Naturalist.

Northeast Park – Mr. DeWeese explained that \$290,000 is budgeted in 2001 for utilities, grading, and seeding at the Northeast Park. He informed the Board that one full-time position, one summer seasonal position, and equipment were cut from the Capital Improvements Program and the Parks annual operating budget in 2001. He stated that the Department has a 78-acre park with no additional personnel, maintenance facility, or equipment to maintain the park, which will require maintenance beginning in the fall of 2001. The Board stated the park needs manpower and equipment to maintain the park and hiring manpower should be encouraged. The Board asked when the issues should be addressed again. Mr. DeWeese stated that the appropriate time would be during the budget process that will begin in 2001 for the 2002 operating and capital improvements budgets.

Fall Tour – Mr. DeWeese asked the Board to contact Mrs. Dugan with dates that would work with their schedule for a fall tour.

Future Agenda Items – Ms. Page stated that the philosophy of the Comprehensive Park Master Plan be discussed at a later date. Mr. Reeck stated that the Open Space report also be discussed.

It was moved by Ms. Darbyshire, seconded by Mrs. Steichen to adjourn the meeting.

Approved by Chairperson of the Parks and
Recreation Advisory Board

Date