

MINUTES  
PARKS AND RECREATION ADVISORY BOARD  
CITY COMMISSION ROOM  
OCTOBER 2, 2000  
4:30 P.M.

Present were the following members of the Parks and Recreation Advisory Board: Mrs. Marie Steichen, Ms. Beverly Page, Ms. Jean Darbyshire, Mrs. Phyllis Moore and Mr. Gerald Reeck. Mr. Roger Brannan and Mr. Larry Weaver were 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 Mrs. Steichen, seconded by Mrs. Moore to approve the minutes of the Regular Meeting held on September 11, 2000. On vote, motion carried 5-0.

STAFF REPORTS

Mr. Shoemaker discussed the following:

- Hosted Cool Cats Jazz Festival
- Hosted ZooParent Day
- Performed physicals on several animals
- Completed renovation of the prairie dog exhibit
- Presented 20 programs
- Continued preparations for the Safari Adventure Day

Mr. Dishman discussed the following:

- Completed seeding
- Erected "Old Bill" on the Military Trail at Warner Park
- PUSH America will be installing the playground equipment at Anneberg Park on October 28, 2000

Mr. Reeck inquired about the heavy equipment in Warner Park. Mr. Dishman explained that Western Resources has been installing gas lines.

Mr. Gibbs discussed the following:

- Northeast Community Park:
  - ❖ Construction drawings for water and sanitary sewer lines are 50% complete
  - ❖ Completed field surveying
  - ❖ Utility construction documents in progress
- Advertisement for bids in November with award of contract in December
- Contacted consultant for heating and cooling for the Douglass Center and Annex

- Discussed Americans with Disabilities Act to students at Kansas State University in Parks and Recreation Administration
- Attended a Kansas Department of Transportation TEA 21 Enhancement Project application seminar
- Worked on various in-house plans including, Linear Park Trail maintenance, department brochure, Animal Shelter landscaping and site work, deck plans for Sunset Zoo, K-177 ROW maintenance, and customer service requests for information and field inspections

Mr. Colley discussed the following:

- Hosted the Little Apple Festival
- Worked with the Manhattan Mercury on sponsoring a scoreboard for the soccer fields
- Wildcat Soccer – 34 teams
- Riley County DARE provided t-shirts for the flag football program at a cost savings of \$1,320
- Began preparations for the Senior Fall Festival to be held on October 18, 2000
- Ann Pavlik has resigned and the Manhattan Arts Center has approached the City to make a proposal to partner with the City of Manhattan

Mr. DeWeese explained that the proposal would be reviewed by the Parks and Recreation Advisory Board and then to the City Commission for final approval

Mrs. Dugan discussed the following:

- Processed 774 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
- Continued selling Worlds of Fun and Silver Dollar City tickets
- Returned unsold Worlds of Fun and Silver Dollar City tickets
- Provided information services at the Little Apple Festival
- Processed shelter reservations
- Processed refunds for rabies and spay/neuter certificates
- Continued updating web site page for Parks and Recreation Department
- Processed scholarship forms

#### RILEY COUNTY PARK BOARD MEETING

The joint meeting with the Riley County Park Board and Parks and Recreation Advisory Board was held on September 19, 2000, at Fairmont Park. Ms. Page and Mr. Brannan attended the meeting. Ms. Page explained that it was suggested that an annual meeting be conducted in the fall. She further explained that the main discussion item was Fairmont Park and that the Riley County Park Board was committed to the Fairmont Park Master Plan, but there is not any money available to move ahead with development. Discussion was held on the bridge piers, canoe launch, and the shared naturalist position. Ms. Page

explained that the Board stated that there are other positions to fill before looking at a position for a naturalist. Mr. Reeck inquired about grant support for the naturalist position. Mr. DeWeese stated that he was not familiar with any grants, but would look

into it if there were any ideas. Discussion was held on the bridge pier art. Mr. DeWeese stated that the future of the bridge piers was at the Riley County Commission and City Commission level and that money was an issue.

#### LINEAR PARK TRAIL PHASE II

Mr. DeWeese explained that in the 2001-2006 Capital Improvements Program there is \$30,000 budgeted from the Special Parks and Recreation Fund in 2001 to hire a consultant to assist in the application for a TEA-21 Enhancement Project for a portion of Phase II of the Linear Park Trail that will connect Anthony and Eisenhower Middle Schools. He stated that the final round of Enhancement Projects are due on December 17, 2000, for the year 2003. He explained that City Administration had met with Paul Ahlenius, Kansas Department of Transportation, and Mr. Ahlenius stated that this would be eligible for the TEA-21 Enhancement Project.

Mr. DeWeese stated that City Administration is recommending hiring Theis Doolittle Associates, Inc., Kansas City, Missouri, to assist staff in preparation of the Enhancement Project to meet the deadline of December 17, 2000. Theis Doolittle Associates were the consultants that completed the study on Phase II of the Linear Park Master Plan and have already done some preliminary work on this project. He explained that the recommendation would be presented to the City Commission at their meeting on October 17, 2000.

Ms. Page stated that City Administration has written grants in-house in the past. Mr. DeWeese explained that City Administration would be applying for the Enhancement Project, seeking letters of support, etc., but needed expertise from a consultant on how to get under Tuttle Creek Boulevard, how the trail would be built; crossing roadways, develop cost estimates, etc.

It was moved by Mr. Reeck, seconded by Mrs. Steichen to approve City Administration's recommendation to hire Theis Doolittle Associates, Inc., Kansas City, Missouri, to assist staff in developing a TEA-21 Enhancement Project for the Linear Park Trail section between Anthony and Eisenhower Middle Schools.

Before the motion was voted on, further discussion was held. Mrs. Steichen inquired about using other models to complete the project. Mrs. Steichen stated that the university uses consultants at no cost to develop a grant with the consultant hoping to make their fee if the grant is successful. Mr. Reeck explained that expertise is needed for this project that we do not have in-house and the \$30,000 is worth investing on this project. Mrs. Steichen explained that the payoff comes in getting the contract. Mrs. Steichen suggested that other Parks and Recreation Departments be contacted to see if they have used this model before. Mr. DeWeese explained that he would contact other agencies to see if this

model has been used in a municipal setting. Mrs. Steichen stated that it is a good idea to see if it is or isn't happening.

Ms. Darbyshire called for the question and the motion passed unanimously 5-0.

MISCELLANEOUS

Eisenhower parking lot – Mr. DeWeese explained that City Administration is in the process of working with the Griffing Family to purchase five acres of property south of the Eisenhower Middle School football field. He stated that the Griffing family is in the process of reviewing a contract to sell the property conditioned on the preliminary and final plat being approved by the Manhattan Urban Area Planning Board, County Commission, School District, and City of Manhattan agreeing to purchase the property.

Fall tour – The fall tour will be held on Saturday, October 28 at 8:00 a.m.

Discussion of future agenda items – Northeast Park drawings and Warner Park boundaries.

STONE HURST ADDITION

This agenda item was moved to the end of the meeting due to Mr. Fred Gibbs, Schultz Construction, not being available at the beginning of the meeting. Mr. Gibbs did not attend the meeting, so Mr. DeWeese explained that Schultz Construction is continuing the development of property west of College Avenue, north and west of Woodway apartments, and the University Commons apartments. He explained that the developer has placed a pedestrian and trail easement on the north side of the Stone Hurst Addition, so that when the property to the west is developed the proposed pedestrian easement will connect and provide pedestrian access to Browning Avenue and onto the Linear Park Trail system. The proposed pedestrian easement would also provide access to the east to potentially connect to College Avenue in the future.

It was moved by Ms. Darbyshire, seconded by Mrs. Steichen to accept the proposed pedestrian and trail easement. On vote, motion carried 5-0.

It was moved by Mrs. Steichen, seconded by Ms. Darbyshire to adjourn the meeting. On vote, motion carried 5-0.

---

Approved by Chairperson Parks and Recreation  
Advisory Board

---

Date