

MINUTES  
PARKS AND RECREATION ADVISORY BOARD  
CITY COMMISSION ROOM  
MAY 1, 2006  
4:30 P.M.

Present were the following members of the Parks and Recreation Advisory Board: Mr. Bruce McMillan, Mr. Reed Scott, Mr. Randy Martin, Mr. Roger Brannan, and Mrs. Marie Steichen. Mrs. Beverly Page reported later to the meeting. Ms. Jean Darbyshire was absent at this meeting. Also present at this meeting was Mr. Terry DeWeese, Director of Parks and Recreation; Mr. Frank Gibbs, Park Planner; Mr. Eddie Eastes, Park Superintendent; Mr. Scott Shoemaker, Zoo Director; Mrs. Debbie Dugan, Administrative Supervisor.

Mr. McMillan called the meeting to order.

MINUTES

It was moved by Mr. Brannan, seconded by Mr. Scott to approve the minutes of the Regular Meeting held on April 3, 2006. On vote, motion carried 4-0.

HAND-TO-HAND TUTORING PROGRAM AWARD

Mr. DeWeese introduced Mr. Larry Nicholson, Director of Douglass Center, Ms. Mary Ann Cullers, Director of the Hand-to-Hand Tutoring Program, and Mr. Don Slater, Assistant Director of the Hand-to-Hand Tutoring Program, to the Board. Mr. DeWeese explained that the Hand-to-Hand Tutoring Program received the Award of Excellence in the Community/Civic Organization category. Ms. Cullers explained that volunteers have provided over 3,000 hours to this program. Mr. Slater thanked the Department of Education at Kansas State University for their assistance with this program.

STAFF REPORTS

Mr. Scott Shoemaker, Zoo Director; Mr. Frank Gibbs, Park Planner; Mr. Eddie Eastes, Park Superintendent; and Mrs. Debbie Dugan, Administrative Supervisor; gave staff reports.

DEPOT RULES AND REGULATIONS

Mr. DeWeese explained that as part of the opening of the Union Pacific Depot, rules, regulations, and fees need to be established for public use of the facility. He explained the layout and that alcohol would be allowed in the facility with an approved permit. The fee is based on an hourly rate of \$30 per hour and doubled if used for commercial use. He stated that the Board's recommendation would go to the City Commission on May 2, 2006.

Mr. Martin stated that alcohol not be allowed in the facility and to review this issue next year.

After discussion, it was moved by Mr. Brannan, seconded by Mrs. Steichen to approve the fees, rules, regulations, and alcohol application permit for the Union Pacific Depot. On vote, motion carried 6-0.

### DEPOT LANDSCAPE AGREEMENT

Mr. DeWeese explained that as part of the Depot Renovation Project, the contractor contracted with Howe Landscaping, Inc. to complete the seeding for the project. Scott Howe approached Parks and Recreation Administration about the possibility of installing and maintaining the landscape since there wasn't any money in the original contract for landscaping. After discussion, Howe Landscaping has agreed to install and maintain the landscaping, at no cost to the City, for a period of five years. The City would pay for the cost of the landscaping. In return, Howe Landscaping would be able to place signage in the landscape beds in front of the Depot.

It was moved by Mr. Martin, seconded by Mr. Scott to approve the agreement with Howe Landscaping, Inc. On vote, motion carried 5-1, with Mr. McMillan abstaining.

### RENTAL POLICY

Mr. DeWeese explained that over the last several years there has been an increasing demand for long-term usage of City facilities. Currently, a short-term policy is used for City facilities. He discussed the information that was submitted in the Board's packet. The Board held discussion and suggested evaluating this process after one-year.

It was moved by Mr. Martin, seconded by Mr. Scott to recommend the development of a short-term rental policy and to review in one year. On vote, motion carried 6-0.

### NEEDS ASSESSMENT

Mr. DeWeese stated that the next Work Session with the City Commission would be held on June 13, 2006, at 5:00 p.m. in the City Commission Room.

Mrs. Steichen left early due to prior commitments.

The Board held discussion on the location of the Indoor Facility and placing the facility on county or school district property. The Board suggested discussion be held with the county and school district. Mr. DeWeese explained that a meeting has been scheduled with the school district.

Mr. Scott left early due to prior commitments.

Mr. DeWeese explained that the Work Session would be the appropriate time to discuss this issue. Mr. McMillan also suggested the Intergovernmental Meeting as a possible place to discuss this issue.

The meeting was adjourned.