

CITY OF MERRIAM PARK AND RECREATION  
ADVISORY BOARD MEETING MINUTES  
Tuesday, January 24th, 2017  
6:00PM

**Roll Call**

The January meeting of the Merriam Parks & Recreation Advisory Board was called to order at 6:05 pm, by Chairperson Tom Heffron. Board members in attendance included: Kathy Stull, LaVera Howard, Thelma Fowler, Katie Leary and Grant Getzlow. Suzanne Downey was excused. Staff members in attendance included: Anna Slocum, Director; Dave Smothers, Assistant Director; Sara Thompson, Recreation Supervisor, and Ingrid Berg, Assistant Program Coordinator. Also in attendance was Lance Ogborn of Discovery Soccer to present his SPCA benefit outline.

**Public Comments**

There was no one present for public comments.

**Approval of Meeting Minutes**

Katie Leary made a motion to accept the November meeting minutes and Thelma Fowler seconded the motion; motion was approved unanimously.

**Staff Reports**

**Director's Report**

Welcome new Board Members

The board welcomed Grant Getzlow the new youth representative.

2016 Annual Recreation Report

Overall participation was down 4.2% -- the areas most affected were youth, adult fitness, special events and day pass visits. There were instructor issues this year with youth and adult classes. Special events were restructured and there was a reduction to the number of food trucks held and when they were held. In addition, attendance at these events has evened out as more entities are offering similar programs. With a relatively cooler summer and fall, people were not as apt to come indoors so attendance dropped slightly with day passes for the fitness center.

2016 Fall Recreation Report

The Fall Rec Report looks at the time period from September – December. Compared to 2015, areas of improvement were youth classes, adult education, senior programming and rentals. Overall there was a decline of approximately 10%, mainly due to attendance at the car show which due to rainy days prior reduced attendance of both participants and attendees.

Master Plan Update

Copies of the Executive Summary are being provided. City Council will be discussing the three options – band-aid, renovate or build new as part of the 2018 Budget Process. It is staff's hope that City Council will provide guidance in the coming weeks as to which option they want staff to prepare scenarios for to get ready for budget discussions. As we receive direction and move toward implementation of plans, it will be vital that those identified as "friends" of parks be knowledgeable in the decisions being made in order to help provide education and support whatever option is pursued. If a tax initiative is pursued, city staff can only educate, any campaigning would have to be completed by a third-party group. As decisions are made regarding the chosen option, staff welcomes each of you to schedule a time to visit with Anna about questions / concerns you might have or ways that you could help support the initiative.

## 2017 Projects

- \*Quail Creek Playground Replacement w/ 2 benches donated - Foundation
- \*4 new Park Signs (Campbell, Quail Creek, Waterfall, Werner)
- \*8 new park rule signs
- \*Drinking Fountain Replacement – Brown and Chatlain Park
- \*Fence Enclosure on Dumpster at Brown
- \*Additional Trash Containers at Brown
- \*Enclose Power at Brown
- \*Replacement Street Banners
- \*Replacement of grill at Vavra Park
- \*Concrete pads under picnic tables at Quail Creek and Campbell
- \*Replacement Camera – donation of Foundation

## **Assistant Director's Report**

### Updates

#### 2017 Farmers' Market Application/Rules/Regulations

The Application is similar to 2016 with one change that if a vendor buys a Saturday stall for the full season they can get a Wednesday stall for half price. A few food trucks will be at every Wednesday market and Farmers' and Food Trucks (offering wine & beer as well) will be the first Wednesday of June, July & August. Staff is working to schedule more family centered activities on Saturday with musical selection being more acoustic musical groups. To date, there are three returning vendors.

#### Quail Creek Playground Project

Request for bids are due by February 10<sup>th</sup> and will hopefully have plans by the February Park Board meeting.

#### Heartland Artist Exhibition

There were a total of 103 artists and photographers that entered 281 works for the exhibition. Out of these entries, 120 works from 72 different artists were selected. The 72 artist represent 11 states (Arizona, New York, Arkansas, Illinois, Missouri, Kansas, Iowa, Ohio, New Mexico, North Dakota, Kentucky).

## **Upcoming Events**

### Canvas and Camera

The opening night reception for the next exhibit at the Tim Murphy Art Gallery is Thursday, February 2<sup>nd</sup> from 7:00-8:30 pm. It features the work of Connie Mowe and Bernadine Miller.

### Limited Palette, Unlimited Possibilities-Heartland Workshop

This is a two-day workshop with Michael Walsh, the juror for the Heartland Artist Exhibition. There are three registrants thus far.

## **Recreation Supervisor's Report**

### **Reports**

#### Sundown with Santa/Mayors Tree Lighting

Santa once again came in on his tractor with a police escort. This year the trees lining the entrance of the Marketplace were lit. These, the lights at the community center and the Mayor's tree all came on simultaneously. Staff also purchased some new décor and had a backdrop painted for photo opportunities. Hot cocoa, hot cider and dipped

pretzels were served and the Hocker Grove choir sang carols. In the future, staff may try “Soup’s on with Santa” and offer dinner, activities, maybe an interactive movie. Staff is also contemplating moving the event to a Friday evening.

### Breakfast with Santa

This year the theme was reindeer and the meal, crafts, games and take away were all reindeer oriented. Staff will brainstorm the best way to be sure that larger parties are all able to sit together.

### Call for Musicians

Staff received 50 applications from bands for music selection for all the special events. Staff is working to secure agreements with the bands that were selected for 2018 events.

### Upcoming Events

#### Daddy Daughter CANDYLAND Dance

This event is scheduled for Saturday, February 11<sup>th</sup> from 5:30-8:30 pm. The theme this year is CANDYLAND.

#### Hats Off the Dr. Seuss

The spring family event is themed around Dr. Seuss’ birthday (March 2<sup>nd</sup>) and is scheduled for Saturday, February 25<sup>th</sup> from 10:00-11:30 am. The food, craft and games will be themed around various Dr. Seuss books.

### 2017 Special Events

The full listing is included in the packet. Save the date for the Volunteer reception on Thursday, April 27<sup>th</sup> from 6:00-7:15pm at the community center. “Many Hands Make Light Work” is the theme of this event.

### **New Business**

#### Special Event Request-Discovery Soccer

Lance Ogborn with Discovery Soccer is requesting to reserve Waterfall Park for a 24-hour soccer game that would benefit the SPCA. He would like to have the field Saturday, May 27<sup>th</sup> at 10am for set up with the event starting at noon and running until noon Sunday, May 28<sup>th</sup>. \$20 // person (includes a t-shirt). Teams would sign up in hour increments and play 8 versus 8. These would be friendly pick-up games with no official referees. They are wanting to do one to two food trucks and have live music. Questions that arose are: Is there ample parking? If not, where will overflow parking be? Security? Noise ordinance? Thelma Fowler moved to table approval until the February, 28<sup>th</sup> Park Board meeting, LaVera Howard seconded; Motion passed unanimously.

### **Other Business**

Anna shared that Myra Jenks passed away Sunday, January 22<sup>nd</sup>. Services will be held at Merriam Christian Church on Thursday, January 26<sup>th</sup> at 11:00 am.

A group of former MAC employees that have gotten together and formed the Dolphin Fund to honor Susan Kline a former manager, coach, swim instructor, as a scholarship program. In partnership with the Merriam Foundation, this program would help offset the cost of swim lessons or swim team fees for underprivileged families. Scholarship assistance will be established as a set amount per child so families can maximize assistance. Since this is separate funding from the current program, it will follow similar guidelines but will not affecting funding assistance if the family pursues both scholarships.

### **Adjournment**

LaVera Howard moved to adjourn the meeting at 7:20 pm and Kathy Stull seconded; motion was approved unanimously.