

## Park Board Meeting – 04/10/2007

Meeting Chair: Park Board Chair Doug Dailey called the meeting to order at 6:37p.m.

### In Attendance:

Doug Dailey, Park Board Chair  
Ron Crow, Park Board Member  
Nancy Cook, Park Board Member  
Patrick Guilfoyle, City Administrator  
Kim Buttrum, City Planner  
Justin Huslig, Recreation Programs and Aquatic Pool Manager

### Not in Attendance:

### Approval of Minutes

Ron Crow made a motion to approve the March 2007 minutes. The motion was seconded by Nancy Cook. MOTION CARRIED.

### Treasurer's Report

General and Shugart Funds Report.

	October	November	December	January	February	March
<b>General Fund</b>						
Park Fees	90,047.12	90,397.12	90,532.12	93,218.62	94,034.62	X
Liquor Tax	31,142.38	31,142.38	33,190.41	33,190.41	33,190.41	X
Cash Balance	21,612.61	21,612.61	10,227.99	-272.01	-272.01	X
<b>Total</b>	<b>142,802.11</b>	<b>143,152.11</b>	<b>133,950.52</b>	<b>126,137.02</b>	<b>126,953.02</b>	<b>112,225.72</b>
<b>Shugart Fund</b>	<b>20,659.68</b>	<b>20,659.68</b>	<b>21,069.55</b>	<b>21,069.55</b>	<b>21,069.55</b>	<b>21,069.55</b>

- Interest accrued from the Shugart Fund can only be used for improvements at Miller Park.
- Current Activity
  - 1 – Commercial building permit (K-10 Car Wash) for \$212.26
  - Liquor Tax for \$1,959.09
  - Final Aquatic Center shelter payment for \$16,798.55

### Old Business

#### 1) Eagle Scout Project

Brad Cook provided copies of his Eagle Scout Leadership Service Project workbook to staff and board members for review. The project is to construct a 9' X 18' concrete pad and affix two new picnic tables at a location to be determined at the Sunflower Park in De Soto. The current cost estimate is \$1,347.80. Brad did a nice job of putting his project together.

Nancy Cook made a motion to recommend the city provide monies not to exceed \$1400.00 from the Parks and Recreation operating budget to cover cost of materials in the construction of the cement pads. This motion is subject to approval by the Parks and Recreation Director. The motion was seconded by Ron Crow. MOTION CARRIED.

#### 2) Park Land Ordinance

Kim Buttrum, City Planner, provided an update on the current rate structure for development fees with competing townships. Based on Kim's findings, the city has determined that the current development rates for park fees charged by the city remain competitive. City staff has recommended that no adjustments be made at this time. The park board concurred with the findings and agreed to perform another checkpoint in two years.

#### 3) Kaw River Park RFQ

The City of DeSoto is narrowing the selection list for consultants bidding on the design proposal for phase 1 of the Kaw River Park CIP project. Doug Dailey represented the park board in sharing in this evaluation and recommended the following consultants to be awarded RFP opportunities: Shafer, Kline and Warren, Indigo Design, and HNTB.

Nancy Cook will represent the park board as part of the selection process scheduled for the week of April 16<sup>th</sup>. In the event Nancy is unavailable, Doug Dailey will represent the park board.

## **New Business**

### **1) Parks and Recreation web site**

Doug Dailey recommended some website improvements specific to Parks and Recreation. There are opportunities to enrich the data that is currently published on the web by including more detail around park facilities and associated amenities. Doug Dailey is currently working with Kim Buttrum to assist in creating additional content.

### **2) Additional Reporting to Park Director's Report**

Doug Dailey requested the addition of Parks and Recreation web metrics, as well as a monthly safety report specific to Parks and Recreation programs and reported incidents at park facilities. The reporting and analysis of web metrics may be cost prohibitive to do at this time. Kim Buttrum, the city planner is investigating this as an option. This information will help provide guidance on website usability enhancements, as well as ensuring an on-going review of current process related to safety at park facilities and recreational programming.

### **3) Friends of the Park**

Doug Dailey discussed future possibilities of reviving the Friends of the Park with FOP Chair, Mike Nolan. The FOP remains fixed on using the remaining balance of the FOP funds for designated projects. The FOP has plans to dissolve the not-for-profit organization, thereafter. Mike Nolan did state that they would consider transferring the organization to a new body of members if there was such interest. Mike will discuss this possibility with other members of FOP. If this is feasible, a public call may be made in the De Soto Explorer seeking such a group to continue the mission and charter of the FOP.

### **4) Park Board Direction**

The park board agreed that we need to assemble a park board membership packet for use in recruiting for perspective members. The board is currently running with a quorum, but has two remaining seats to fill. The proposed packet will serve as a tool for the city in performing a call to public for future recruitment of board members. The bylaws state that members are to be appointed by the Mayor, and the packet along with a public announcement in the DeSoto explorer will help to generate the interest to fill the remaining seats. The board will bring draft package to the next board meeting for review.

### **5) Miller Park – Planting Project**

Doug Dailey stated that he was going to organize another community work day at Miller Park to perform clean-up, mulching and planting of flowers around the gazebo. He requested a disbursement of \$100 from the Shugart fund to help fund the project. This is an additional amount above and beyond \$150 previously approved for the replacement of some shrubs and trees at the same location.

Nancy Cook made a motion to approve the funding of \$100 from the Shugart Fund for the purposes of planting flowers and laying mulch around the gazebo at Miller Park. The motion was seconded by Ron Crow. The MOTION CARRIED.

## **Closing of the April Meeting**

Ron Crow made a motion to close out the meeting at 8:20 PM. The motion was seconded by Nancy Cook. The MOTION CARRIED.