



Parks and Recreation Advisory Board

Minutes of the meeting of November 8, 2018

MEMBERS PRESENT: Jerime Carpenter
Jerry Waltrip
Stephanie Ristau
Mindy Baker

STAFF PRESENT: Kim Vogel, Director of Parks and Recreation
Sara Vacca, Recreation Superintendent
Toby Book, Parks Superintendent

The Pittsburgh Parks and Recreation Advisory Board met on Thursday, November 8, 2018 at 1:00pm at Lincoln Center. Kim called the meeting to order at 1:01pm. The October minutes were approved; Jeremy motioned, Stephanie seconded.

I. OLD BUSINESS

A. Ribbon Cutting Ceremony

Kim stated that the department hosted the ceremony on October 23rd and that the dog park was the highlight of the event. She noted that she received great feedback and the ceremony worked out great.

B. Everybody Plays

1. Brick Sales

Kim expressed that sales are ongoing. No other updates.

2. Musical Play Features

Kim indicated that the Everybody Plays committee and our staff are finalizing the pieces and design with the sales representative from Playscape. She stated that the equipment would be purchased soon and right now is time to purchase equipment with year-end sales available.

3. Pavilion

Kim noted that there is a meeting scheduled with the PSU Construction team to work on design to ensure it is on schedule with the spring semester.

4. Community Block Development Grant – Splash Pad

Kim mentioned that she received an email from the grant coordinators regarding the data that was submitted. She noted that the grant is completed but she will need to resubmit a small bit of corrected data to meet their requirements.

C. T.A. Grant – Transportation Alternatives Projects

1. Memorial Drive Trail

Kim discussed that there is a meeting regarding the grant next Wednesday, November 14th at 9:00am. She indicated that Toby will represent the department at the meeting. Kim mentioned that site visits will take place and then we will hear if we are awarded or not.

D. Recreation Positions

Kim stated that there are two recreation positions currently open but we are not in a hurry and don't want to rush the process. She noted that there is potential for the new staff to possibly start in January if the timing is right. Kim mentioned that the Human Resources department is screening the applications that are received.

E. Board Member Terms

Kim expressed that new board member positions will be appointed at the city commission meeting next week. She noted that they will be voting on Jerime and Jerry's expiring positions. Kim mentioned that they will be voting on Jerime serving a new term along with voting on filling Jerry's position with either Todd Loveland or Dewayne Vaughn.

II. NEW BUSINESS

A. Fitness Trail – Jerime

Jerime indicated that he had the opportunity to talk to Matt O'Malley with LiveWell Crawford County and Jeff Wilbert with Pittsburg Beautiful regarding funding. Jerime discussed that preparing a plan before approaching any organizations would be most effective. He stated that his idea was to keep it simple, such as pull up bars, in regards to equipment. He mentioned that possibly a few stations down the trail and then at Rotary Park would be great. Kim stated that there is open space not being used around the park and that across the street is a land bank lot on the 3rd street side that has open space. Kim further discussed that the lot behind the hair salon was purchased by the Rotary Club but the Kansas Department of Transportation (KDOT) had an issue with access. Kim mentioned that it may be best to revisit this with KDOT to clarify before moving forward in that area.

B. Pickle Ball Court Lights

Toby noted that we had received a bid from Brent's Electric and that we are awaiting a proposal from CDL. He mentioned that once we have that information we will begin to review bids and compare prices.

III. PROGRAM & FACILITIES REVIEW/UPDATES

A. Concession/Restroom Projects – Kim / Toby

Kim remarked that the proposals for this project are due back next week. She stated that we are waiting on a soil sample to come in from Olsson Engineering. Kim noted that we were supposed to have report last Friday but we are still waiting to receive it. Kim mentioned that as long as the contractors bidding the project don't request more time after reviewing the soil report that we will be able to move forward with the review of bids. Kim stated that the project will be going on the agenda for the city commission on November 27th.

B. Lakeside Park Improvements – Toby

Toby remarked that staff has removed the swing set and the new swing will ship the week of November 19th. He noted that staff will begin installation, weather permitting, once equipment arrives but staff is currently occupied with Christmas lights. Kim expressed that we will need to hold a ribbon cutting to highlight the improvements that have been completed at the park. She mentioned that we may be able to incorporate it into our Outdoor Kansas Kids Day event in May.

C. Kiwanis Park Improvements - Toby

1. Dragon Slide

Toby indicated that staff removed the “Barney” dragon slide. He noted that we are currently acquiring a quote for replacement play equipment. Kim stated that we currently have \$20,000 from the Pritchett Trust grant to replace the equipment. Kim stated that she is working with three vendors and Kiwanis on determining the equipment to purchase. Kim remarked that the staff recommendation is not to replace dragon slide and that it would cost \$12,000 to replace slide. Kim mentioned that we can purchase several other pieces of equipment that are on sale for the same price as the dragon slide. Kim noted that she will present the options to Kiwanis for feedback. Kim stated that the Parks staff will install the equipment upon arrival.

Jerry asked if the Kiwanis Club helps with the cost of maintaining the park. Kim and Toby responded that the organization splits cost of mulch but doesn't assist with any other maintenance cost at this time.

D. Skate Park Updates – Mindy

No update.

E. Program Update/Review – Sara

Sara discussed various programs and events from the past month and those there were upcoming.

Camp Now & Then

October 15th & 19th - camp attendance was 15 and 13 participants accordingly. Small group but typical for first few dates of camp.

November 19th – 21st (Thanksgiving break) - mentioned that the USD 250 school district is out the entire week of Thanksgiving this year and we will be providing camp the three days prior to Thanksgiving.

Dance

114 enrollments for the month of October. This is an increase of 13 enrollments over this same time last year. Lincoln Center is quickly becoming overcrowded with the format that we currently use. Concern about satisfaction rates of parents as we grow but current instructors are great and doing the best they can with the space.

Baton

5 students consistently enrolled from month to month. Increased by two students from this time last year.

Toddler Time

Kicked off on November 1st and we've had 39 visits total so far over the three dates that have been held so far.

Adult Softball

The final Monday night league games were made up on Tuesday night. We had three weeks rained out this season but it is finally complete. Will begin ordering team prizes and working on league bottom line reports.

Give Thanks 5K

Event is scheduled for Thanksgiving Day at 8:00am; invited all members to join us at Wilderness Park.

Christmas Parade

Event is scheduled for Monday, November 26th at 6:30pm; all members encouraged to attend and register a parade entry if interested.

Holiday Craft Fair/Santa's Workshop

Shared flyer with members and mentioned the various organizations that we will be donating to as part of the event. We expect to have another great turnout this year.

Zumbathon

Shared flyer with members and explained the format of the event and the organization that we will be donating to as part of the event.

F. Catalog – Sara

Sara reminded the board members that we will not be offering a yearly calendar but will instead be presenting a more expanded magazine style program guide with the department's events. Kim added that the program guide will also include other departments' events such as the library and Memorial Auditorium.

G. Agenda

Kim mentioned that we would like to look at reformatting the agenda for 2019. She stated that we would welcome to any feedback that members wanted to offer.

IV. COMMENTS FROM THE BOARD

Further discussion was held with the members regarding Rotary Park and the various grass triangle property areas along Watco Trail that could be used for placing fitness equipment. Jerime inquired about the areas and Kim mentioned that a map would be helpful to determine the city property boundaries.

V. NEXT MEETING – December 13, 2018

Kim mentioned that most likely we will be holding a Christmas luncheon for board members in December in place of our regular meeting. She stated that there is potential to have quite a bit of information to discuss including the concession stand bid that will be awarded, demolition of Kelly concession stand, facility designs and more.

VI. ADJOURN MEETING

With no further discussion, the meeting was adjourned at 1:45pm.