

**AGENDA – REGULAR
MEETING
PARK ADVISORY BOARD
CITY HALL CHAMBERS
118 NORTH MAIN GODDARD, KANSAS
THURSDAY 9/13/18
6:00 PM**

I. CALL TO ORDER

II. APPROVAL OF THE AGENDA

III. APPROVAL OF MINUTES

- A. March 15, 2018

IV. CITIZEN COMMENTS

A resident may address the Board on subjects that are not on the Agenda. Persons wishing to address the Board shall raise their hands until acknowledged by the Chairperson. All comments are limited to a maximum of three minutes for each speaker. In accordance with the Open Meeting Act, members may not discuss or take action on any item that is not on the Agenda.

V. OLD BUSINESS

- A. Update on Linear Park Equipment, RFP to go out December of 2018

VI. NEW BUSINESS

- A. 2019 Operating budget Parks and Recreation projects and improvements.
B. Discussion of current park projects (2019-2024):
- Linear Park Frisbee/Disc Golf Course
 - Municipal Pool House Shower & Concession area Improvements
 - Municipal Pool Shade Structures
 - Linear Park Playground Equipment
 - Relocating/Replacing Linear Park Playground Equipment to Means Park
 - 183rd Street Pathway from Kellogg to the Rail-Trail
 - Dog Park
 - Front Porch/Gateway
 - North Park

VII. ADJOURN

NOTICE: SUBJECT TO REVISIONS

It is possible that sometime immediately before and immediately prior to this meeting, during breaks, and directly after the meeting, a majority of the Board may be present in the council chambers or lobby of City Hall. No one is excluded from these areas during those times.

Goddard Park & Tree Advisory Board Minutes – Regular Meeting

118 N. Main St. Goddard, KS
3/15/2018

- I. **CALL TO ORDER:** The Goddard Park & Tree Advisory Board met in a Regular Session on Thursday, March 15th, 2018 at 6:02 p.m. *Daniel Hayden* called the meeting to order.

Board Members Present

Daniel Hayden
Debbie Hahn
Michelle Murray-Cline
Tracy Wolf

Board Members Absent

Eric Poe
Kelsi Smith

City Staff Present

Justin Constantino, Assistant to the City Administrator
Matt Lawn, City Treasurer

- II. **APPROVAL OF THE AGENDA:** *Mr. Constantino* presented the agenda. *Board Member Hayden* moved to accept the Agenda as presented. *Board Member Hahn* seconded the motion. **Motion carried 4-0.**
- III. **APPROVAL OF MINUTES:** The minutes of the January 18th regular meeting were presented for approval. *Board Member Hayden* moved to accept the minutes of January 18th and as presented. *Board Member Hahn* seconded the motion. **Motion carried 4-0.**
- IV. **CITIZEN COMMENTS:** No citizen comments were made.
- V. **OLD BUSINESS:**

A. Update on the Splash Pad & Pavilion Project at Linear Park

Mr. Constantino provided an update regarding the Linear Park splash pad and pavilion projects. Mr. Constantino stated that Dondlinger Construction has substantially completed the work at both the splash pad and pavilion. Mr. Constantino stated that Dondlinger Construction has laid down sod around the project and would maintain that sod through March 19th, when the City of Goddard Public Works staff would take over, and that staff was scheduling a tutorial with Dondlinger Construction on how to operate the splash pad features in the coming weeks.

B. Discussion Concerning Opening Ceremony for Splash Pad & Pavilion Projects at Linear Park

Mr. Constantino stated that the Park Advisory Board had previously discussed holding a ribbon cutting ceremony for the opening of the splash pad & pavilion and asked whether the Park Advisory Board would like to host the event as a daytime event or an evening event. *Board Member Hayden* suggested hosting the meeting on the evening of the next Park Advisory Board meeting on Thursday, April 19th. The Park Advisory Board Members confirmed the proposed date.

Board Member Tracy Wolf asked if there would be potential food trucks at the opening ceremony. Mr. Constantino stated that the City could certainly look into that as an option.

C. NEW BUSINESS:

A. Discussion of Request for Proposals (RFP) Release for Linear Park Playground Equipment

Mr. Constantino stated that city staff was preparing a Linear Park Playground RFP to be released sometime in the first quarter of 2018 in hopes of construction during Summer or Fall 2018. Mr. Constantino stated that the new playground equipment would replace the current playground equipment at Linear Park.

Board Member Hayden asked if the Park Advisory Board would be able to see a copy of the RFP prior to its release. Mr. Constantino stated that he would be happy to share a version of the document prior to its release.

B. Informational Discussion Regarding City Finances in Relation to the Park Advisory Board

City Treasurer Matt Lawn presented a financial outlook pertaining to future parks projects in the City of Goddard. Mr. Lawn explained that he would present the Capital Improvements Projects (CIP) to the City Council at the upcoming City Council Meeting on March 19th, but wanted to share parks-specific projects with the Park Advisory Board.

Mr. Lawn explained that the Parks & Recreation Fund has an annual budget of \$50,000, in which \$25,000 is retained to build fund balance while the other \$25,000 is used for smaller capital projects and purchasing new amenities. Mr. Lawn explained that the Capital Improvement Fund is used for large-scale projects over \$150,000, which includes things like the recent pavilion & splash pad construction, as well as future purchases such as a new playground or dog park.

Mr. Constantino stated that the Park Advisory Board may continue to discuss a new playground concept and that staff would prepare an RFP for release by the end of December 2018 in preparation for Spring 2019 construction.

C. ADJOURNMENT: *Board Member Hayden* moved to adjourn the meeting at 6:55 p.m. *Board Member Hahn* seconded the motion. **Motion carried 4-0.**

*Respectfully submitted by Justin Constantino, Assistant to the City Administrator
Minutes Pending Approval at the April 19, 2018 Park Advisory Board Meeting*