

**Lawrence Parks and Recreation  
Advisory Board Meeting Minutes  
November 11, 2014**

**MEMBERS PRESENT:** Chair Kevin Loos; Vice Chair LaRisa Chambers-Lochner, Sue Hack, Joe Caldwell, Andy Clayton

**MEMBERS ABSENT:**

**STAFF PRESENT:** Tim Laurent, Jimmy Gibbs, Mark Hecker, Roger Steinbrock; Ernie Shaw

**GUESTS:** Chad Lawhorn

---

- I. Meeting called to order by Chair Loos
- II. Approval of October 14, 2014 minutes by Caldwell, and seconded by Hack.
- III. Concerns of Board – Loos inquired about the trails on the levy, the Ag lime has been removed. Hecker said Public Works is in the process of doing the annual maintenance to the trail. Chambers-Lochner inquired on the status of the steep slope on the trails located at Rock Chalk Park. Hecker reported bids are currently being received for handrails along with the possibility of providing alternate routes that are not as steep.
- IV. Rock Chalk Park/ Sports Pavilion Lawrence – Operations report – Laurent reported average attendance of 2060 visitors on a weekend day and 1300 visitors on a weekday. Chambers-Lochner inquired about the shortage of leg press machines in which Shaw reported one is on order. Loos inquired if any negative concerns have been received and if so what might those concerns be? Laurent reported educating the public on the electronic key card and the reasons of why it is required. The electronic key cards are used to access the fitness rooms, walking track and other such areas that can be cordoned off to visitors who are at the center for tournaments. Once explained they are more accepting to it. To date 6,844 electronic key cards have been issued to the public. Another concern was the odor in the gymnastics' room due to new floor finish and rubber mats. Laurent indicated it will take time for the odor to dissipate. Overall there have been very few concerns.
- V. NRPA Gold Metal application 2015?  
Shaw gave a description of the Gold Medal Award. The award honors communities throughout the United States that demonstrate excellence in long-range planning, resource management, and agency recognition. Shaw expressed interest in exploring the idea of applying for the award in 2015. Our department has had a number of achievements over the past few years which should give us a great chance to be recognized in the field of Parks and Recreation as a top department in the country. A decision will be made in the coming weeks.

- VI. November 28<sup>th</sup> – Downtown Holiday festival – Numerous events downtown: Rescue Santa, Holiday Lighting Ceremony and grand opening of the skating rink.
- Gibbs reported a grand opening for the skating rink is tentative scheduled for Nov. 28, at 3 p.m. The installation of the sub-surface floor has begun and is scheduled to be completed this week. Next week a representative will arrive to instruct our staff on the installation of the rink floor. Hecker reported all downtown lights have been installed and tested.
- VII. Holiday/Team work award luncheon – December 12<sup>th</sup>, Carnegie Building  
Shaw informed the board of our annual department luncheon will be held on Dec. 12. with lunch being served at 11:30a.m.
- VIII. Holiday Extravaganza Arts and Crafts Fair – Sports Pavilion Lawrence –Dec. 6<sup>th</sup>.  
This year the Holiday Extravaganza will be held at Sports Pavilion Lawrence. Over the past few years the arts and crafts fair was located in building 21 at 4H Fairgrounds. Due to the increase capacity of space at the Sports Pavilion Lawrence the number of vendors allowed this year has been increased. To date it was reported 94 vendors had registered compared to 80 last year and reservations were still being accepted.
- IX. Green Meadow Park Development - Playground planned  
Hecker anticipates over the winter to start working on developing the playground area. Green Meadow Park located at 3613 Brush Creek Drive along the curve on 31<sup>st</sup> and Kasold.
- X. Staff reports
- i. Recreation/Golf Revenue/Expense Report – Hecker presented and reviewed the reports. The revenue for Eagle Bend is looking pretty good. Spending more money but also generating more money. The number of rounds is also starting to increase.
  - ii. Parks/Projects Report – Hecker reported most of the emphasis the past few weeks has been getting Sports Pavilion Lawrence open, the skating rink installed and the holiday lights installed. Winterization is in progress.
  - iii. Marketing Report – Steinbrock presented a report that detailed enrollment from 2006 annually to present. Currently for November enrollment is at 26% off of last year's total for the month and it wasn't even mid-month yet. Month of Giving at our Indoor Aquatic center is now in progress. For those who bring in a can of food they acquire a discounted rate. Month of Sharing is in December. Working together with 9<sup>th</sup> Street Baptist Church, who has a program in coordination with the county jail. Incarcerated inmates share a toy with their children.

Meeting adjourned. Next Advisory Board meeting scheduled for noon, Tuesday, December 9, 2014, Parks and Recreation Conference Room located at South Park Administration Office.