

APPROVED

DERBY PARK AND URBAN FORESTRY BOARD MINUTES

March 11, 2010

Call to Order: 11:00 A. M.

| Roll Call: | <u>Members Present</u> | <u>Members Absent</u> |
|-------------------|-------------------------------|------------------------------|
| | Jennifer Brown | Shawn Kuntz |
| | Jason Griffin | David Peebler |
| | Chris Gadd | Judy Morris |
| | Steve White | |

Also in attendance were Robert Mendoza, Director of Public Works; Amy Akers, Public Works Coordinator; Lois Landwehr, Public Works Administrative Assistant; Darrell Zimmerman, Parks Superintendent and Michael Day, Landscape Maintenance Foreman.

Motion: Chris Gadd moved to approve notes for February 11, 2010.

Second: Steve White second.

Vote: All yea, motion carried unanimous.

Open Forum:

Jennifer stated there were no guests or board comments.

Robert introduced Amy Akers, new Public Works Coordinator.

Old Business:

Wichita Garden Show:

The group thanked Darrell and Michael for their work on booth. Michael designed the booth and the document that described the plants. The explanation of the plants was helpful but many people wanted to know what the zones were for planting, as well as where they could purchase the plants. Goal was to bring people into the booth, most people stayed on the outside. Good traffic being at the end of the row. Feedback was requested on ideas for next

year to make the booth more interactive. The winner for the Ladies Night Garden Gift Basket is April Sanders. A time will be coordinated to have a photo taken for newspaper and website.

New Business:

Derby Garden Tour update:

An email from David was handed out stating that there are four gardens confirmed. David planned to go to the Garden Club meeting on March 15 to present. Kevin Payne is providing leads for more gardens.

A calendar was presented to show the board the amount of volunteers that will be needed. Discussion continued regarding the number of volunteers and their assignments. The Garden Club members are a good volunteer base. Robert asked that board members start looking at their schedule, and let Amy know where they would like to be and at what times, or if they would like to be a floater. Volunteers receive free tickets to the tour as well as a t-shirt. These volunteer hours help us keep our Tree City USA designation and certain grants.

A checklist was distributed showing things that need to happen between now and the show. Updates will be sent via email.

One complaint from last year was people didn't like the tour being on the same day as Derby Days. They were informed of the tour bus.

A date needs to be set for the home owners to go see other gardens prior to the tour. The PUF board will need to be represented. The tour will end at David's house for an ice cream social at which time plaques will be presented to the home owners.

Arbor Day:

Robert asked Jason if he was going to present the program for the Arbor Day Celebration. Jason stated that he will do a presentation on Healthy Yards, which is the theme this year. More information can be found at www.kansasgreenyards.com. Information on yards and watering as well as the sprinkler presentation will be provided by Public Works. Robert talked to Kay Drennan from the City of Wichita at the Garden Show about a rain barrel. The group discussed whether we should borrow the display from Kay or build one. Michael stated that the barrels were not theirs; they were borrowed from two vendors. Jason mentioned we could think about installing a rain barrel at the enclosed shelter as a future project.

Another checklist was given of items that need to be completed for Arbor Day. Volunteers will be needed for the program. Let Amy know if there is a certain duty you would like to perform.

Robert asked if anyone could attend the March 23 council meeting to receive the proclamation from the Mayor. Jennifer and Shawn committed to attend.

Jennifer requested that recycling bins be at the event. Public Works will ensure that bins are placed at the shelter.

Jason asked if the city would have representation at the March 25 Tree City USA celebration in El Dorado. Darrell or Michael will attend.

Other business:

New Public Works Facility: Jennifer asked if the new building was on schedule. Robert said they are 10 days behind the original schedule due to the addition of the mezzanine and rain delays. The Facility is set to open September 14.

Public Service Day: Jennifer suggested we begin planning the volunteer day after Arbor Day. The date will be September 11. Coordination needs to happen with the schools, preferably before they go on summer break. Last year's event was rained out, but Darrell's crew completed all the planned work in November. A park has not been chosen for this event.

Other business: Robert stated that minimal changes were made to the CIP for 2011, which have not been approved and the final version will be adopted in August. The changes will be provided to the board.

Public works staff will be hiring a landscape architect this year to begin the design for the new river front park. The PUF board will be involved in this process.

Amy is looking at the steps to become a Playful City USA through KaBOOM. The designation showcases the city's play spaces. A committee would be formed to create an action plan for the next year, and it would be helpful to have a few PUF board members on this committee. The committee should also include school leaders, business community leaders, general public, government and possibly students. A play date would need to be set for the fall. Deadline to apply is June 1. The designation also would give the city priority for grant opportunities. America in Bloom is also a grant opportunity that may be pursued in 2011.

Steve asked if there were any pictures of the Garden Show. They will be provided.

Motion: Jason Griffin moved to adjourn.

Second: Chris Gadd second.

Vote: All Yea, motion carried.

End.

Respectfully Submitted,

Amy Akers

Public Works Coordinator,

Jennifer Brown

Chairman


