

Meeting Agenda & Notes

Regional Comprehensive Recreation Plan Leadership Team Planning Meeting

Date: August 21, 2008

Meeting Agenda

Attendees: Robert Mendoza, Janet Miller, Sommer Miller, Allison Hamm, Debra Foster

1. **Review Past Meeting Agreements** – Not discussed.
2. **Next Steps for Alliance Discussion** – Discussed and planned 9/16 meeting agenda (see below). Also reviewed draft planning process, MOU and logic models.
 - Now have gathered (and have mechanism for gathering) recreational amenities
 - Next step could be to look at future plans on an ongoing basis to create regional connections and a regional plan – we have a way to compile this info. already
 - May not need to open up Alliance to talk to whole community – Wichita has done this

Agenda:

- **Welcome (Janet)**
 - Purposes slide (Christy will develop)
- **Update on what's happened (Robert & Scott)**
 - How they can provide their info.
 - Mission and recreation definition – on agenda and as a handout (Christy will collect and send to Diane)
 - Use revised accomplishments from logic model (Christy will email to Diane and Robert on a VW slide)
 - Goplaykansas mock-up slide (Diane will check with Nicole on this)
 - YPW survey results (Sommer will compile summary handout and email to Diane)
- **Discuss what's next (Robert)**
 - Sharing future plans for cooperative planning (CIPs, budgets, plans)
 - Municipalities sharing their victories/success stories
 - What we need from you checklist handout (Scott & Robert will develop)
- **Get consensus approval on next steps plans (Greg & Christy facilitate)**
- **How to make the above happen planning discussion (Greg & Christy facilitate)**
 - How to share info. gathered?
- **Upcoming events/opportunities**
 - Built environments conference

Who to Invite:

- Municipalities reps. (the list already compiled)
- Economic development reps. for smaller communities (Diane will work with Irene to suggest names – GWEDC has the list of names)
- Robert will also extend personal invitations

How to Invite:

- Robert will draft e-invite that this is a critical meeting and email to Diane

8/7 Related Mtg. Notes

Question is what, if anything, can Alliance be focusing on – other projects – beyond website development. Next projects ideas:

- Leadership Team plus meeting – 1) updates on accomplishments of alliance, website

development, GIS data, funding; 2) how they can participate; and 3) determine what, if any, next projects of Alliance.

- Next steps – Christy will draft MOU, logic model based upon what’s already been developed and planning process for review and approval by leadership team at a next leadership team meeting before the larger alliance meeting.
- Amenities and park land development – need to know future budgets, projects and timeframes
- Alliance participation in KS Built Environment & Trails Conf. 10/6 & 7 – how can we participate?
 - Planning group for the conference has a next meeting scheduled for next week. Janet has an agenda item to discuss whether to invite groups to have display tables (Alliance website project). Kansas Rec Finder is presenting their website. May be able to have him make a plug for the regional recreation website/invite them to see the exhibit table.
- Alliance launch –VW is looking to begin focus on infrastructure foundation of VW and one aspect of this is community curb appeal, including recreation. Given this, makes sense to hold off on this for now as other events and projects are emerging. YP survey results being reported next week.

6/9 Related Mtg. Notes

Tabled until next meeting with a larger number of meeting attendees. Need to consider if there’s a “what’s next” beyond website project at this time. Another possible project/next step would be to collect locations data and map out proposed and existing resources of adjoining communities. Scott and Robert will work on going ahead to begin moving this forward.

3. Website Next Steps – Not discussed.

Other, general website development updates –

Additional funding and website promotion discussion ideas –

Next steps (as funds received):

- Karen will forward Nicole the boilerplate application, since she is meeting with the Sunflower Foundation tomorrow.
- Karen will also be working to continue to “clean-up” the grant application boilerplate to make the concept even clearer.
- Prioritize funds – Howerton White review budget prepared to propose next project priorities to leadership team for discussion
- Launch public alliance – When website more developed. Consider timing of KS Built Environment & Trails Conf. 10/6 & 7 and what/how to present or provide info.

4. Next Meetings

- **Leadership Team** – 10/2, 8 – 9:30 a.m., CCSR
- **Alliance** – 9/16, 10 a.m. – noon, CCSR Kansas Room

5. As May Arise –

- **City-to-City Visit Update** – Visits to Oklahoma City (OKC) and Ft. Worth last week. Looked at their downtowns and long-term infrastructure projects/plans. In OKC, there was a lot of cooperation, high aspiration for the community to look good (a 1st class city), a MAPS plan to develop downtown (including the river). In Ft. Worth, charming downtown, river area re-development, recreation focus, a long-term plan. Neither community talked about money.
- **Greenway Alliance** – Considering restructuring. Interested in how might fit with Rec

Alliance (e.g., future website project role).

- **PROS Plan** – Presenting plan for first time on 9/25. Public feedback through Oct. Hope to adopt plan in Dec.

Past Leadership Team Meetings Agreements

Website

Who	Who Else	What	By When
Scott & Robert		Continue partnership with state website <ul style="list-style-type: none"> ○ Data format - within 1 month ○ Information packets for Sedg. Co. – 1 ½ months 8/7: National Rec. & Park Assoc. – trying to coordinate national GIS communication – committee’s work started. Scott has info. from committee. He will email to Diane to email to leadership team.	Ongoing
Scott & Robert	Irene	Follow-up on info.-sharing partnership opportunities with quad county 7/7: County collected Cheney’s info. Scott will follow-up to find out other developments before next leadership team meeting.	Hold until after beta testing with a few Sedg. Co. municipalities
Karen		Begin developing grant applications. Consult with H & W to determine website next steps. Will forward to Janet and Suzie for final reviews before submission. 7/7: Funding update in 7/7 notes. 8/7: Ahnenberg Foundation replied with a thank you but no thank you. Received \$5,000 check from Greenway Alliance. Scott drafted application for Junior League.	Ongoing
All		Submit additional grant opportunities ideas to Karen	Ongoing
Nicole		Follow-up with Sunflower Foundation contact Larry Tobias regarding grant for the website. Follow-up with Karen accordingly. 8/7: Sunflower Foundation very interested. Requested \$150,000. Board meeting next week. Seems like a good possibility. Nicole will call Suzie next week with an update.	5/12 In Process
Diane		Search VW databases for sales/marketing folks who could partner with us to help sell ad space 6/9: Robert met with Kathy Sexton and she suggested working with Greater Wichita Convention & Visitors Bureau – they have list of groups that might want to be involved in this website project. Meet with John Rolfe about project concept and once website mock-up ready, show him and have him consider others who might be interested in advertising on website. Suzie may be able to coordinate this. Diane will follow-up with Suzie on this.	6/9 Hold on this for now until website mock-up more finalized
Scott		Follow-up to find out other developments on County’s rec. amenities data collection before next leadership team meeting. 8/7: Scott contacted them. They’ve already inventoried Cheney. No additional contact has been made yet. Scott will follow-up again.	8/7
Scott		Contact Nicole to see if there is any info. she would like to have to take with her to Sunflower Foundation meeting	ASAP Completed
Karen		Forward Nicole the website grant boilerplate application, since she is meeting with the Sunflower Foundation tomorrow.	ASAP Completed
Karen		Work to continue to “clean-up” the grant application boilerplate to make the concept even clearer.	8/7 – check in at next meeting since concept is changing
Karen		Try to make follow-up contact with the 7 funders who received applications and were supportive of the concept but indicated	8/7 - check in at next meeting since

		that they didn't have funds at this time	concept is changing
Diane		Contact Howerton White to find out: <ul style="list-style-type: none"> • status of Google maps development and • cost/status of work on project they've done 8/7: Haven't heard back yet.	8/7
Scott		Connect bike friend with Ken and Nicole	8/21
Scott		Email to Diane: <ul style="list-style-type: none"> • draft Junior League grant application • national GIS committee info. (see above agreement) • recreational amenities data (see above agreement) 	8/21
Recreation Amenities Data Collection			
Robert & Scott		Collect locations data and map out proposed and existing resources of adjoining communities to prepare for alliance launch	Next Leadership Team Meeting on 8/7 Completed and ongoing with the County
Other Past Agreements			
Who	Who Else	What	By When
Christy		Reserve meeting room for next Leadership Team meeting	ASAP Completed
Christy		Reserve meeting room for next Alliance meeting	ASAP Completed
Christy		Draft alliance planning process and MOU and logic model (based upon info. already known) for review at 8/21 leadership team meeting	8/21 Completed
<u>Current Leadership Team Meetings Agreements</u>			
9/16 Meeting Agreements			
Who	Who Else	What	By When
Robert	Scott	Develop: <ul style="list-style-type: none"> • Presentation slides for what's happened info. sharing and what's next future plans sharing • A "What Info. We Need from You" checklist handout and email to Diane 	9/16
Christy		Develop: <ul style="list-style-type: none"> • Purposes slide • Revised accomplishments slide (from logic model) • How to implement what's next discussion process Email to Diane/Robert: <ul style="list-style-type: none"> • Slides • Alliance mission • Recreation definition handout 	9/16
Diane		Check with Nicole about developing a goplaykansas mock-up power point slide and email to Robert	9/16
Sommer		Develop YPW survey results summary handout and email to Diane	9/16
Other Agreements			
Who	Who Else	What	By When
Christy		Email today's meeting notes	ASAP
Christy		Reserved room for 10/2 leadership team meeting	ASAP

Leadership Team – 10/2, 8 – 9:30 a.m., CCSR
Alliance – 9/16, 10 a.m. – noon, CCSR Kansas Room

Next Leadership Meeting Agenda Items:

1. Review Past Meeting Agreements
2. 9/16 Meeting Follow-Up Discussion
3. Website Updates
4. Next Meetings
5. As May Arise

Future Leadership Team Meeting Agenda Items:

1. Review Recreation Networks Achievements/Accomplishments Document
2. YPW Survey Results (Sommer)