

**MINUTES OF THE CONVENTION AND TOURISM BOARD OF
THE CITY OF PARK CITY, KANSAS
COUNCIL CHAMBERS – 1941 E. 61ST STREET NORTH
July 7, 2020**

ROLL CALL

The following were present: Hank Blasé, Karen Haughawout, Warren Hardy, Carol Jones, Kimberly Madison, Ben Bolander, and Jack Whitson. Board Members Jennifer Wells, Neil Bhula, and Scott Crawford were absent.

Also present: Board Secretary Marlo Rugg.

VISITORS

Dana Walden
Sean Fox
Jamie Johnson
Tom Jones

MEETING CALLED TO ORDER

The meeting was called to order by Board Chair Warren Hardy at 7:15 pm.

APPROVAL OF THE AGENDA

Board Member Kim Madison moved to approve the agenda. Board Member Karen Haughawout seconded the motion. Motion carried 7-0.

APPROVAL OF MINUTES

Board Member Hank Blase moved to approve the minutes of March 3, 2020. Board Member Jack Whitson seconded the motion. Motion carried 7-0.

PUBLIC FORUM

None.

BOARD MEMBER REPORTS

Board Member Warren Hardy stated the 4th of July Car Show had over 400 cars, and 81 Speedway's Event was well attended that weekend as well. He stated the 4th of July fireworks display was spectacular.

NEW BUSINESS

1. DISCUSS AND CONSIDER REQUEST FOR FUND FOR PARK CITY BMX

Jamie Johnson with the Park City BMX stated her initial request was for \$5,000 for an extension of asphalt out of two turns on the track. She stated she was encouraged to get an estimate on what the cost to seal the track because it is deteriorating. Ms. Johnson stated the cost to seal the track is not something she is requesting for at this time. She stated when it rains, it causes problems on the track where the two turns

are located. Board Member Jack Whitson stated he was not opposed to the repairs and he thinks it needs to be a City project that is bid by the City. Mr. Whitson recommended having the City Engineer get bids to have the repairs done properly. Mr. Whitson stated the track was completely asphalted three years ago. He recommended having the track sealed annually. A discussion ensued.

Board Member Jack Whitson moved to have the City Administrator contact the City Engineer and put together a bid package for the work that needs done at the Park City BMX track.

Board Member Kimberly Madison seconded the motion. Motion carried 7-0.

2. DISCUSS AND CONSIDER SHARED SOCIAL MEDIA AND COMMUNICATIONS COORDINATOR POSITION

City Administrator Sean Fox stated he proposes the City share with the Convention and Tourism a Social Media and Communications Coordinator position. Mr. Fox stated the position would work between twenty-five and thirty hours a week. He stated that would be an annual cost of \$42,000. Mr. Fox stated the City has \$27,000 in the City's budget, and he requested Convention and Tourism partner with the City 50/50 to help pay for this position. He stated the benefits of the partnership. Mr. Fox stated the job description has been created for the position and the City has received several resumes.

Board Member Kimberly Madison stated she likes the idea and sees the need. Ms. Madison stated she would like to see the job duties clearly defined and how the person's time is managed. Mr. Fox stated there is a long list of tasks that need to be done. He stated there is no priority as to what needs to be done for the City or Convention and Tourism. Mr. Fox stated the person selected to take the position will be given certain expectations. Ms. Houghawout asked if the contract was a yearly contract. Ms. Walden stated the contract could be done on a yearly basis. She stated the Social Media and Communications Coordinator that is chosen will focus to getting the Convention and Tourism page on the City website complete. A discussion ensued.

Board Member Kimberly Madison moved to approve \$21,000 for the Social Media and Communications Coordinator Position with a preference that the position be on a contractual basis.

Board Member Ben Bolander seconded the motion. Motion carried 7-0.

3. DISCUSS AND CONSIDER \$50,000 FOR BALLFIELD IMPROVEMENTS

City Administrator Sean Fox stated during the recent budget workshop, the Finance Director informed Council that there are some unencumbered cash reserves that have been under utilized over the past couple of years. He stated Council recommended updating the ballfields. He stated the intent is to attract more ballgames to the City. Board Member Jack Whitson stated the City's ballfields are in a floodplain which causes issues. Mr. Fox stated that 67% of ballfields in the U.S. are in a floodplain, however the Council wishes to budget for improvements in the 2021 Budget. Mr. Fox stated staff contacted Scott Martin, the youth baseball director, and Mr. Martin is willing to match up to \$100,000 for ballfield improvements. He stated the City has budgeted \$50,000 in the General Fund Parks Department and is requesting Convention and Tourism to budget \$50,000 for ballfield improvements.

Board Member Hank Blasé moved to approve \$50,000 to be budgeted in the 2021 Convention and Tourism Fund budget to add to the City’s \$50,000 budgeted contribution with a matching \$100,000 from Scott Martin’s organization for ballfield improvements.

Board Member Kimberly Madison seconded the motion. Motion carried 7-0.

4. DISCUSS AND CONSIDER HARTMAN ARENA’S SUMMER PARKING LOT CONCERT SERIES

Ben Bolander with Hartman Arena stated Hartman Arena is wanting to host parking lot concerts. He stated they are looking at holding three concerts in August. Mr. Bolander stated the plan is to have local bands play with food trucks as well. Mr. Bolander requested \$2,000 per show.

Board Member Jack Whitson moved to sponsor the Hartman Arena Summer Concert Series at \$2,000 per concert, not to exceed \$8,000.

Board Member Karen Haughawout seconded the motion. Motion carried 6-0-1 (Ben Bolander abstained).

5. DISCUSS AND CONSIDER CLEAR BAGS

A discussion ensued about clear tote bags. No action was taken.

6. BUDGET

Board Secretary Marlo Rugg briefly went through the budget spreadsheet.

ADJOURN

Board Member Jack Whitson moved to adjourn. Board Member Hank Blase seconded the motion. Motion carried 7-0.

Attest:


Marlo Rugg, Recording Secretary

The foregoing minutes were considered at the September 1, 2020 meeting and approved with the following amendment Correct Header.

The vote to approve the minutes 8-0.