

Meeting Agenda & Notes

Regional Comprehensive Recreation Plan Leadership Team Planning Meeting

Date: July 8, 2008

Meeting Agenda

Attendees: Elizabeth Bishop, Scott Wadle, Karen Walker, Kathy Benninga, Larry Ross

- 1. **Review Past Meeting Agreements** – Past meeting agreements were reviewed and their statuses are indicated below.
- 2. **Website Next Steps** – **Other, general website development updates** – None at this time. Diane will find out status of Google maps development and cost/status of work on project they've done already.

Additional funding and website promotion discussion ideas – Found and applied for 21 grant opps. 7 letters supporting concept but no funds at this time. 3 not currently eligible for their funding opps. Still have 10 pending and waiting to hear back on. Received a \$5,000 award from Greenway Alliance! Karen will get formal grant to them next week. Expect to receive funds around end of July. Karen may also try to follow-up with the 7. Elizabeth provided additional recommended contacts/opportunities for Karen to pursue. Has been some confusion about relationship to Wichita Ed Foundation and an understanding of Visioneering Wichita and the Comp. Rec. Alliance. They understand once Karen explains.

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.

- 3. **Next Steps for Alliance Discussion** – Tabled until next meeting with larger number of meeting attendees.

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.

4. Next Meetings

- **Leadership Team** – 8/7, 2 – 3 p.m., CCSR
- **Alliance** – On hold for now.

- 5. **As May Arise** – Briefly discussed KDOT Highway Plan and alternative transportation.

Past Leadership Team Meetings Agreements

Website

Who	Who Else	What	By When
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Scott & Robert		<p>Continue partnership with state website</p> <ul style="list-style-type: none"> o Data format - within 1 month o Information packets for Sedg. Co. – 1 ½ months <p>Contacted state website folks. Surveyed and compiled GIS info. Are working on prototype for GIS data and looking to establish one format among several partners; this may take extra time. If we do go with this format, H & W could adapt the translated GIS info. to Google maps in the future. Could also provide data in current format to state for them to convert on their timeline.</p> <p>County GIS folks are really helpful and working on a GIS conversion. Scott will follow-up.</p> <p>5/15: Everyone willing to adapt/change data. Need to meet at some point to agree upon a universal data format in order to share the info. Want to hold off until have draft of website to have this meeting.</p> <p>6/9: Once we have Google maps set-up, will plan to follow-up/meet with the state partners.</p> <p>7/7: County now hosting agreed upon GIS format. Contacted K-State professor to make GIS format compatible with state website. Now looking to make GIS format compatible on a national level. Scott has volunteer to serve on one of the national committees and shared info. Timeline for these committees is approx. 1 year.</p>	Ongoing
Scott & Robert	Irene	<p>Follow-up on info.-sharing partnership opportunities with quad county</p> <p>7/7: County collected Cheney's info. Scott will follow-up to find out other developments before next leadership team meeting.</p>	Hold until after beta testing with a few Sedg. Co. municipalities
Karen	Mickey	<p>Begin developing grant applications. Consult with H & W to determine website next steps. Will forward to Janet and Suzie for final reviews before submission.</p> <p>Seeking non-profit umbrella org. to apply for grants under (e.g., Chamber Ed Foundation, Greenway Alliance). Currently have 19 probable grant applications. Send drafted grant apps. to Scott, Irene and Suzie for review before submission of grants.</p> <p>4/15: Have about 5 grant apps. Finished. Plan to get them to the grant review team in the next few days.</p> <p>Sunflower Foundation contact is Larry Tobias. Will pursue a grant for the website. Nicole follow-up with Larry and Karen.</p> <p>5/12: Revised basic grant template. Janet reviewed and made revisions. 11 grant applications have been submitted to date.</p> <p>7/7: Funding update in 7/7 notes.</p>	Ongoing
All		Submit additional grant opportunities ideas to Karen	Ongoing
Nicole		<p>Follow-up with Sunflower Foundation contact Larry Tobias regarding grant for the website. Follow-up with Karen accordingly.</p> <p>7/8: Nicole is meeting with Sunflower Foundation tomorrow and will have more info. after. Scott will contact Nicole to see if there is any info. she would like to have to take with her.</p>	5/12 In Process
Scott		Compile numbers of recreation amenities (e.g., trails, etc.) from partners already providing GIS data (Derby, Wichita and Sedgwick Co.)	6/9 In Process
Diane		<p>Search VW databases for sales/marketing folks who could partner with us to help sell ad space</p> <p>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</p>	6/9 Hold on this for now until website mock-up more finalized

		may be able to coordinate this. Diane will follow-up with Suzie on this.	
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
Other Past Agreements			
Who	Who Else	What	By When
Diane		Poll leadership team via email for meeting dates and times the week of 7/7 – 7/11	ASAP Completed
Robert		Email 6/21, 11 a.m. – 2 p.m. Derby's Frisbee golf course re-opening event flyer to Diane	Before 6/21 Event Completed
Diane		Email Derby Frisbee golf course re-opening event flyer to leadership team	Upon Receipt from Robert Event Completed
Christy		Reserve meeting room for next Leadership Team meeting	ASAP once meeting date determined by Diane Completed
Current Leadership Team Meetings Agreements			
Website			
Who	Who Else	What	By When
Scott & Robert		<p>Continue partnership with state website</p> <ul style="list-style-type: none"> o Data format - within 1 month o Information packets for Sedg. Co. – 1 ½ months <p>Contacted state website folks. Surveyed and compiled GIS info. Are working on prototype for GIS data and looking to establish one format among several partners; this may take extra time. If we do go with this format, H & W could adapt the translated GIS info. to Google maps in the future. Could also provide data in current format to state for them to convert on their timeline.</p> <p>County GIS folks are really helpful and working on a GIS conversion. Scott will follow-up.</p> <p>5/15: Everyone willing to adapt/change data. Need to meet at some point to agree upon a universal data format in order to share the info. Want to hold off until have draft of website to have this meeting.</p> <p>6/9: Once we have Google maps set-up, will plan to follow-up/meet with the state partners.</p> <p>7/7: County now hosting agreed upon GIS format. Contacted K-State professor to make GIS format compatible with state website. Now looking to make GIS format compatible on a national level. Scott has volunteer to serve on one of the national committees and shared info. Timeline for these committees is approx. 1 year.</p>	Ongoing
Scott & Robert	Irene	<p>Follow-up on info.-sharing partnership opportunities with quad county</p> <p>7/7: County collected Cheney's info. Scott will follow-up to find out other developments before next leadership team meeting.</p>	Hold until after beta testing with a few Sedg. Co. municipalities
Karen	Mickey	<p>Begin developing grant applications. Consult with H & W to determine website next steps. Will forward to Janet and Suzie for final reviews before submission.</p> <p>Seeking non-profit umbrella org. to apply for grants under (e.g., Chamber Ed Foundation, Greenway Alliance). Currently have</p>	Ongoing

		<p>19 probable grant applications. Send drafted grant apps. to Scott, Irene and Suzie for review before submission of grants.</p> <p>4/15: Have about 5 grant apps. Finished. Plan to get them to the grant review team in the next few days.</p> <p>Sunflower Foundation contact is Larry Tobias. Will pursue a grant for the website. Nicole follow-up with Larry and Karen.</p> <p>5/12: Revised basic grant template. Janet reviewed and made revisions. 11 grant applications have been submitted to date.</p> <p>7/7: Funding update in 7/7 notes.</p>	
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Nicole		<p>Follow-up with Sunflower Foundation contact Larry Tobias regarding grant for the website. Follow-up with Karen accordingly.</p> <p>7/8: Nicole is meeting with Sunflower Foundation tomorrow and will have more info. after. Scott will contact Nicole to see if there is any info. she would like to have to take with her.</p>	5/12 In Process
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Diane		<p>Search VW databases for sales/marketing folks who could partner with us to help sell ad space</p> <p>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.</p>	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		Contact Nicole to see if there is any info. she would like to have to take with her to Sunflower Foundation meeting	ASAP
Karen		Forward Nicole the website grant boilerplate application, since she is meeting with the Sunflower Foundation tomorrow.	ASAP
Karen		Work to continue to "clean-up" the grant application boilerplate to make the concept even clearer.	8/7
Karen		Submit formal grant to Greenway Alliance next week. Expect to receive funds around end of July. Karen may also try to follow-up with the 7	8/15
Karen		Try to make follow-up contact with the 7 funders who received applications and were supportive of the concept but indicated that they didn't have funds at this time	8/7
Diane		<p>Contact Howerton White to find out:</p> <ul style="list-style-type: none"> • status of Google maps development and • cost/status of work on project they've done 	8/7
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
Other Current Agreements			
Who	Who Else	What	By When
Christy		Reserve meeting room for next Leadership Team meeting	ASAP

Leadership Team:

Strategic Alliance: On hold for now

Next Leadership Meeting Agenda Items:

1. Review Past Meeting Agreements
2. Website Next Steps

Other, general website development updates

Additional funding and website promotion discussion ideas

3. Next Steps for Alliance Discussion
 - Alliance participation in KS Built Environment & Trails Conf. 10/6 & 7 – how can we participate?
 - Alliance launch
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)

