

**BOARD MEETING MINUTES****February 22, 2011**

A regular meeting of the Derby Recreation Commission was held at the Derby Recreation Center, 801 E. Market, Derby, Tuesday, February 22, 2011.

Chairman Rick Ruff called the meeting to order. Present were Board Members Robert Flaharty, Ken Mulanax and Chris Sexton. Also present were Frank Seitz, Superintendent of Recreation, Trina Bauer, Director of Facilities, Derek Smith, Director of Administration, Lisa Nelson, Director of Marketing, Kathleen Avitt, Director of Programs, Susie Wilkes, Programming Fitness Coordinator, Chris Drum, Assistant Director of Facilities, Rob McDonald, Director of IT, and Caryn Greenstreet, Administrative Assistant. Guest included Ryan Murry, ICI and Kara Flaharty, WSU Student.

Robert Flaharty moved to approve the consent agenda, Chris Sexton seconded, motion carried 4-0.

The Superintendent's Report was reviewed.

The Staff Highlights were reviewed.

Trina Bauer presented the DRC Corporate Wellness membership presentation to the board.

Susie Wilkes discussed this year's indoor Triathlon.

Kara Flaharty, WSU Student, presented findings from a WSU Research Project about future expansion of the Derby Recreation Center.

Derek Smith reviewed the 2011-2012 budget development schedule.

Chris Sexton moved to approve the 2011 swim club agreements as presented, Robert Flaharty seconded, motion carried 4-0.

Robert Flaharty moved to approve the Capital Improvement list for the city of Derby and USD 260 as presented, Rick Ruff seconded, motion carried 4-0.

Chris Sexton moved to appoint Ryan Murry from ICI as insurance agent to seek bids for 2011-2012 for the DRC and bring a proposal back to the May board meeting, Rick Ruff seconded, motion carried 4-0.

Lisa Nelson reviewed the 2010 Grant Report with the board.

Rick Ruff moved to appoint Trina Bauer and Kathleen Avitt to serve on the City Park Task Force, Robert Flaharty seconded, motion carried 4-0.

Rick Ruff announced the Intergovernmental Meeting will be held on Monday, April 18 at 6pm at the Derby Welcome Center and invited the board to attend.

Rick Ruff moved to go into executive session for a period of 15 minutes for personnel issues, Robert Flaharty seconded, motion carried 4-0.

Robert Flaharty moved to come out of executive session, Chris Sexton seconded, motion carried 4-0.

Rick Ruff announced that no action was taken as a result of executive session.

Ken Mulanax moved to adjourn, Rick Ruff seconded, motion carried 4-0.



801 EAST MARKET
P.O. BOX 324
DERBY, KS 67037
TEL 316-788-3781
FAX 316-788-6549

MEMORANDUM

TO: DRC BOARD MEMBERS
FROM: Frank Seitz, Superintendent of Recreation
DATE: March 2, 2011
RE: SUPERINTENDENT REPORT

- Attended the KRPA Conference in Wichita. The DRC assisted in hosting the conference. In addition I was a presenter at a session.
- Met with Superintendent Craig Wilford to discuss topics concerning future facilitation issues.
- Met with DRC Board Chairman Rick Ruff prior to our board meeting regarding our agenda.
- Had a CIP meeting with Director of Facilities Trina Bauer and Assistant Director of Facilities Chris Drum to discuss the balance of the CIP projects for 2010-2011 budget year.
- Had a BE campaign meeting to discuss banners for the recreation centers.
- Met with Derby Days Golf Tournament committee concerning the 2011 Derby Days Golf Tournament.
- Met with Director of Marketing Lisa Nelson and Director of Administration Derek Smith concerning Rock River Rapids marketing proposal for 2011.
- Met with Director of Programs Kathleen Avitt and Director of Administration Derek Smith concerning year end financials for programs and budgeting for 2011-2012.
- Hosted a CJ Memorial Kick Off Meeting for 2011 and also distributed funds to our beneficiary from last year's event.
- Met with Process for Success Chair Kevin Chase and Board Member Chris Sexton.

- Attended a Derby Health Collaborative meeting hosted by the DRC.
- Attended the Mayor's Award Ceremony recognizing Ken and Judy Greteman.
- Reviewed year end facility financials with Director of Facilities Trina Bauer, Assistant Director of Facilities Chris Drum and Director of Administration Derek Smith for budgeting purposes for the next year.
- Met with AJ Apparel, representative Al Fitzmorris, concerning options for the DRC.

**MEMORANDUM**

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TO: DRC BOARD MEMBERS
FROM: Derek Smith, Director of Administration
DATE: March 3, 2011
RE: JANUARY ADMINISTRATION HIGHLIGHTS

Accounting/Risk Management

- Reviewed annual financials with programs and facilities.
- Delivered 2011 revised and 2012 RRR budgets to City.
- Billed KRPA for expenses related to KRPA conference.

Contracts

- Communicating with ICI on insurance bid for July 2011.
- Attended OID meeting on maintenance contract.

Personnel

- Advertised summer jobs and processing high volume of applications.
- Drafted new Computing resource/Social Networking Policy.
- Drafted Public Display Policy.
- Numerous hires.

Other:

- Attended Photoshop training.
- Planning DCRA annual poker tournament.
- Met with City Manager on RRR marketing.
- Attended Decoration Committee meeting.
- Completed research on health insurance comparisons.

Technology

- Completed Spring Program Guide Layout and re-vamped web site for upcoming session.
- Created several "BE" templates for use around the facility. We plan on hanging more artwork throughout the facility in the upcoming future.
- Updated all servers to current service packs from Microsoft.
- Started work on the program poster series for the lobby at the DRC and OAC.
- Worked with our backup company on a few minor issues.
- Worked on the DCRA Poker Tournament information.
- Started work on the Community Center and Recreation Center Annual Report.
- Replaced two front office receipt printers.

- Replaced our DRC HotSpot router and also setup a WIFI extender for both the track area as well as the fitness center. Our facility has a strong signal in almost every public area.
- Updated derbyrec.com with upcoming Summer jobs.

Marketing:

Community Involvement

- Attended Community Marketing planning committee meeting
- Attended Chamber breakfast

Rock River Rapids

- Completed RRR 2011 Marketing Plan
- Met with Kathy Sexton, Cynthia Wentworth and Derek to review the plan

Program Support

- Contacted McConnell to recruit youth soccer and flag football coaches
- Created Spring session flyers for fitness classes, aquatic classes, and Oaklawn classes
- Sent Wal Mart thank you and mid-grant report (attached)

Program Guide

- Created Spring Program Guide
- Solicited and worked with 3 new program guide advertisers – Barkers Bath and Boutique, Mid Kansas Pediatrics and Gold Buying Alliance

Health Collaborative

- Attended the monthly Derby Health Collaborative meeting
- Created DHC ad that was published in the DRC program guide

Corporate Wellness

- Created February Be Strong ad promoting TRX for Derby Informer and Mulvane News
- Met with Rick Wayland about possibility of using his Oaklawn billboard at 47th & K15 – got verbal OK to pursue pricing

Press Releases

- WSU Research Study results press release

February 14, 2011

Wal Mart
Mike Kurtz
2020 N Nelson Dr
Derby KS 67037



Dear Mike,

As a new year begins, we wanted to touch base with you and let you know about some of the great things that have happened at the Derby Recreation Commission (DRC) over the past six months. We hope that you are pleased with the impact that your donation has made for kids, families and people living with disabilities in the Sedgwick County area. Since we received the Wal Mart contribution in July 2010, the following programs were able to utilize portions of these funds to support the program.



JULY

Camp Center Stage presented Alice In Wonderland – A white rabbit with a very slow clock, a strange cat full of words of wisdom, and playing cards who paint roses red. You never know what you might find in Wonderland. But the young actors who participated in the DRC's production of Alice in Wonderland Jr. found that working hard all summer can result in a great final show full of catchy songs, classic lines and lots of great memories.

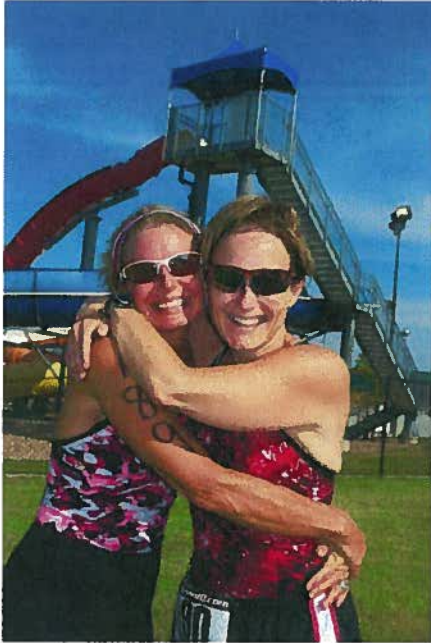
The DRC's youth summer theater program, Camp Center Stage, consisted of 24 students who spent hours each day learning lines, dances and songs for the final production of which was performed for the public.

This adapted version of Alice in Wonderland allowed the students to experience theater production from beginning to end in a manageable length for young actors. Students in the program auditioned for roles, learned vocal projection for stage, and general stage presence and movement. The performers were also part of stage construction and costume preparation.

The goal of Camp Center Stage is to expose young performers to the multiple aspects of theater, to build confidence in the youth participants through team work and encouraging instruction, and to share in the appreciation for performing arts by both the young performer and the community.

Over 400 theater patrons saw one of the four performances. Both evenings were performed before a sold out crowd. And even with no empty seat in the theater, the attendees were entertained and enjoyed to fruits of many hours of labor by both the actors and the summer theater staff.

Wal Mart's donation paid for set supplies.



AUGUST

Rock N Route Triathlon – The second annual Rock N Route Triathlon was held in Derby on Sunday, August 1, 2010. This USAT sanctioned race attracted 224 participants ranging in age from 10 – 67. The race began at Rock River Rapids waterpark with a 400 meter serpentine swim in the lap pool, followed by a 14 mile bike ride through rural Derby and Mulvane. The race ended with a 5K run which wound through the paved High Park paths, back to Rock River Rapids. Along the way, athletes were assisted by over 80 local volunteers including police and fire personnel.

Triathletes came from as far as Shreveport LA, with many coming from the Wichita metro area. All levels of athlete were represented, including many first time triathlon competitors. Spectators cheered along all stretches the route as friends and families supported all of the determined participants.

Overall first place winners each received a Garmin 305, second place a competitive swimming wet suit, and third place overall winners received an iPod Shuffle. Top winners in each age division also received medals.

Wal Mart monies were used to purchase the iPod shuffles from Wal Mart for overall winners.



OCTOBER

Halloween Hullabaloo (2 events, Derby and Oaklawn) – Nearly 1,000 participants played Halloween themed games, collected candy, traveled through the “pirate ship” and participated in a costume contest. Pictures best describe this event.

Supplies for this event were purchased at Wal Mart.





DECEMBER

Christmas Art Fair – Approximately 1,700 participants enjoyed the annual DRC Holiday Art Fair. With vendors offering many homemade goods and wares, chicken and noodles served from the kitchen, pictures with Santa and a kid's "Make It Take It", there was something for everyone.

Supplies were purchased from Wal Mart for this event.



JANUARY

DRC Indoor Triathlon

Athletes enjoyed the warmth of the indoors as they prepared for the DRC Indoor Triathlon held January 16, 2011. Athletes from across the region participated in a 500yd swim, 6 miles on the stationary bikes and a 2 mile run on the indoor track. Families watched from the sidelines as their favorite athlete competed against others in their heat. A total of 65 athletes completed the entire triathlon. Athletes ranged in age from 11 to 63. The encouragement between athletes was heartwarming for everyone involved.



Wal Mart monies were used to purchase supplies for the event's hospitality room.




Hook A Kid On Golf

For 20 years, the National Alliance of Youth Sports (NAYS) of Kansas has been teaching children the game of golf through the Hook A Kid On Golf clinic, held at Hidden Lakes Golf Course in Derby. Each morning for a full week, 41 future golfers met at the golf course and learned golf etiquette, basic swings, score keeping and course management from some of the area's best instructors. Additionally, local D.A.R.E. officers presented drug prevention information during the clinic.

This instructional clinic for youth ages 8-14, was held July 26-30 and was free of charge to each child thanks to sponsors like Wal Mart who underwrite all costs associated with the clinic. Each child received a set of golf clubs, a golf shirt, hat, balls and other golf-related materials. The costs for these items were covered by corporate or individual sponsors who made a \$125 donation per child. Wal Mart was able to sponsor two children.

DRC Program Guide ad - 1/2 page (4) times per year

Working with Marsha Rossen, we have been able to highlight Wal Mart employee volunteerism and generosity. The fall program guide highlighted the Children's Miracle Network. The winter guide spotlighted Derby Wal Mart employees and their work at High Park during the day of giving. The pictures provided by Wal Mart told the story very well. Each program guide is distributed to over 14,000 households in USD 260.



Walmart

Save money. Live better.


WAL-MART AND OUR COMMUNITY

Wal Mart gives back to the community in many ways. Raising money for the Children's Miracle Network is one way Wal Mart supports local organizations making a difference for our community. From the balloon register campaign, to bake sales and cutest baby contests, local Wal Mart stores give the community opportunities to make donations. To date, the Wal Mart stores from the Wichita region have raised over \$106,000 for Via Christi's Children's Miracle Network.

Via Christi's Children's Miracle Network makes miracles happen for Kansas children who courageously face health challenges greater than most of us can imagine. And every dollar given stays in Kansas.


CMN helps children and families by:

- Paying for expenses not covered by insurance - medicines, therapy, hearing aids, wheelchairs, travel to stay with hospitalized children, formula and diapers.
- Providing support services like scholarships to special summer camps for kids and help for parents grieving the loss of a child.
- Helping hospitals purchase important equipment like emergency pediatric resuscitation carts, infant car seats, specialized hearing equipment, or playroom toys.
- Helping fund family-centered capital improvements, like Via Christi Hospital's NewLife Center mother and newborn unit and ChildLife Center pediatric care unit.



Children's Miracle Network

Hospitals Helping Local Kids





Walmart

Save money. Live better.

WAL-MART AND OUR COMMUNITY

What do little league baseball players and hungry kids have in common? They both matter to Wal Mart. And Derby Wal Mart employees volunteered their time and energy to make a difference for both. Wal Mart employees spent a day at the Kansas Food Bank packaging backpacks to be sent home with children who would otherwise have limited food over the weekend. Then on the 9/11 Day of Caring, another group of Wal Mart employees worked at High Park demolishing old concession stands and refurbishing and painting player dugouts. Wal Mart employees care about the community.





CJ Memorial Foundation

Because of generous sponsors and fundraiser participants, the CJ Memorial Foundation was able to raise enough money from the 2010 event to donate \$25,500 to organizations that will greatly benefit people with disabilities.

Below are the recipients and the amount they received for their projects.

The Arc \$7,500 - Multiple programs including: Y.E.S.S. and Arc family fun night (including the CJ Picnic), program scholarships, sponsorship of Lights on St. Paul and funding for the ARC self advocacy program

The Arc is a not-for-profit agency serving individuals with developmental disabilities including: Intellectual Disabilities, Down syndrome, Autism, Epilepsy, and Cerebral Palsy. The ARC provides support and services to benefit the entire family. The ARC's mission is to improve the quality of life for individuals with disabilities and their families providing educational and social opportunities to enhance development of individual potential while advocating for supports and services in the community.

Derby Free Spirits \$10,000 - Program scholarships allowing all Free Spirits events and programs free of charge to participants

The Derby Free Spirits offer activities that are designed to serve youth and adults with physical or developmental disabilities. Funds received from the CJ Memorial Foundation allow all programs and events to be offered free of charge to any participant. This includes transportation to events, admission and even uniforms for those participating in sport activities.

KETCH \$4,000 - Convert a small parking lot into a fenced outdoor area where disabled workers can enjoy a safe outdoor sitting area for lunches and breaks

KETCH offers a variety of programs and services to people with various degrees of developmental disabilities. Services range from employment, to community living to day programs. With approximately 300 day program participants, the new outdoor area will allow participants the opportunity to enjoy the outdoors without fear of safety near a busy street.

Rainbows United \$4,000 - Funding will sponsor Camp Woodchuck Summer Camp that serves youth with disabilities that prevent them from participating in traditional camp experiences.

Rainbows United enhances the lives of children with special needs and their families by bringing together community resources and providing customized services. The CJ Memorial funds received for Camp Woodchuck will support choir excursions, field trips, special theme day activities, furniture and equipment, and supplements for individual child fees.

The CJ Memorial Foundation purchased fundraiser prizes from Wal Mart, which totaled over \$3,000 this year alone.



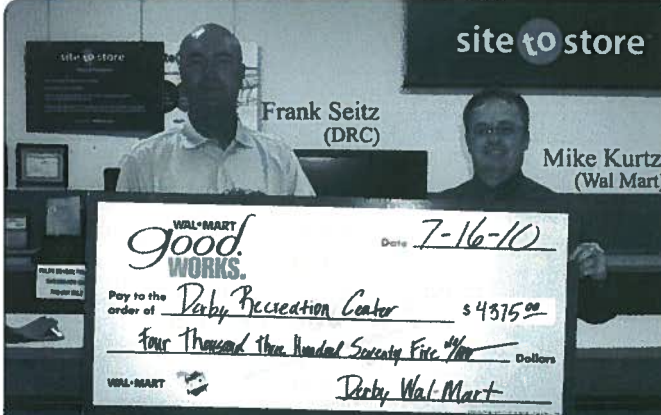
As you can see, Wal Mart and the DRC partner to bring worthwhile recreation opportunities to citizens of USD 260. And programs and events sponsored by Wal Mart impact the entire region. We look forward to the upcoming months when the monies donated by Wal Mart will support :

- Community youth Egg Hunts (in Oaklawn and Derby)
- Family Swim Night – Easter Egg Dip
- Kids' Fishing Derby
- DRC Ice Cream Day / OAC Ice Cream Night

Thank you for your contribution and all the good it has supported in the past and will continue to support in the future.

Sincerely,

Frank Seitz
Superintendent of Recreation



WAL MART GIVES BACK

Wal Mart presented the Derby Recreation Commission with a \$4,375 donation to support local public recreation. The DRC will use these monies to support many programs including the following:

Community events (Easter Egg Hunts, Ice Cream Day, Indoor Triathlon, DeLite in the Season, Turkey Basketball Shoot, Kids Fishing Derby, Youth Theater, Halloween Hullabaloo, Christmas Art Fair)

CJ Memorial Golf Tournament
(supporting individuals with developmental or physical challenges)

Hook a Kid on Golf

DRC busses (for community use)

**MEMORANDUM**

801 EAST MARKET

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TEL 316-788-3781

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TO: DRC BOARD MEMBERS

FROM: Trina Bauer, Director of Facilities

DATE: March 1, 2011

RE: FACILITY BOARD HIGHLIGHTS

Derby Recreation Center

- Total members for February – 5018. Auto pay members – 1568.
- We have been offering the Silversneakers membership and program for four years. We have a total of 80 members.
- Attended KRPA state conference.
- Worked with Derby First Christian Church on their corporate membership renewal.
- Interview two people from KETCH for their job assessment program. We will have two individuals working for us part time for approximately four weeks. They are paid through the KETCH program.
- Developed and trained staff on new personal training session tracking procedures.
- Helped Vicki Seyffer to her Tuesday and Thursday aquatic class. Vicki has a scooter that has to be unloaded from her car; if she did not have our help she would not be able to attend class. We are pleased that she asked and that we could accommodate.
- The Pool Pak unit received repairs – a new air over evaporator sensor and remote control panel were installed. New belts were installed and blower motor bushings were replaced.
- The small pool heater received repairs on the circulating pump.
- Painting began in the track area.

Fitness Center

- Helped prepare the Indoor Sprint Triathlon power point presentation for the February board meeting.
- Sent various pads on equipment to get recovered.
- Hired and trained a new Fitness Specialist
- Mid States serviced one of our treadmills
- Began research on new and upgraded equipment options for the fitness centers.
- Held a fitness staff meeting on Feb 13th. Items of discussion were, customer service and first aid/CPR emergency procedures.

- Researched and set up facility tours in the Kansas City area. Darcie and Susie will tour facilities to get ideas for equipment and programming.

Indoor Pool

- Participated in the Aquatics International Virtual Conference on the Model Aquatics Health Code – Water Quality Liability
- Attended sessions at the KRPA Conference in Wichita. We are hoping to implement some of the new ideas we acquired.
- Attended Photo shop training with Kathleen at the OAC computer lab.
- Researched cost and solution for a broken step on the pool ladder. We are having a step manufactured and will install it as a temporary fix until the pool is emptied for annual maintenance.
- Put together a group of employees that will form a Wellness Committee. This group will help develop a worksite wellness program.
- Kathy attended the National Aquatics Conference in San Diego, Feb 15 – 19. Unfortunately they announced at the conference that this will be their last year for the NAC. It will be combined with the NRPA Conference. Kathy was able to bring back a lot of useful information that we can use within the aquatics department and beyond.
- High School boys swim team ended their season February 17th and the girls began on the 28th.
- Jerry Peterson from United Industries came out multiple times during the month to help us problem shoot issues we are having with our Chemtrol unit. Our unit was replaced with a back up and sent in for service.
- The diving board deck bolts and anchor bolts were replaced on the recreation diving board.
- Kathy was the lead instructor for our first lifeguard class of the year.

Oaklawn Activity Center

- Attendance for the month of February was 1,422.
- New modifications were made to the boiler and water heaters per State boiler inspection.
- Acquired bids for new lockers and vanities for the men's and women's locker rooms.
- Attended a Building Operator course on energy conservation techniques.
- Continue to interview candidates for a part-time custodial position.
- Acquired bids for replacement copiers for the OAC and DRC.
- Acquiring bids for new closet lighting to be installed in the activity studio closets.

- Attended a meeting at the Parents as Teachers building to discuss the planning of a carnival that they will host at the OAC on March 11th.
- Facilitated a birthday party in the multi-purpose room on Feb. 19th.
- Facilitated three gym rentals for after-hour basketball practices.

Rock River Rapids

- Continue to get quotes and order equipment and supplies for the season.
- Setting future training dates leading up to the summer.
- Re-certification training for all returning staff was held on February 6th. They also completed their water skills at that time.
- Gearing up for job fair.
- We are starting to receive a lot of applications for the summer! Bring on Summer!!

Outdoor Maintenance & Fleet

- Leveled and rolled new shale on High Park 1 and 3, Garrett 3 and Riley.
- Box bladed and leveled infields at High Park.
- Acquired bids and purchased a new snapper push mower and a new Stihl edger.
- Installed brackets for banners in DRC gymnasium.
- Developed a timeline for placement of staff, orientations and upcoming events for the outdoor maintenance department.
- New 2011 Ford Ranger was delivered.
- The blue and white buses were used to shuttle participants of activities at the KRPA conference in Wichita.

MEMORANDUM

TO: DRC BOARD MEMBERS

FROM: Kathleen Avitt, Director of Programs

DATE: March 3, 2011

RE: FEBRUARY PROGRAMMING BOARD HIGHLIGHTS

Program Area Highlights

- Completing Comparison Report formulas and preparing power point for April meeting.
- Held Derby Health Collaborative Meeting.
- Held last Photoshop class.
- Met with Darcie on the Wellness Committee.
- Met with Sports department to discuss usage on St. Mary's practice fields.
- Working on Powerpoint for Quarterly Support Staff Meeting and upcoming board meeting.
- Working on presentation for Derby Health Collaborative.
- Taking nominations for Volunteer of the Year.
- Met with Cheryl Wonnell on volunteer gifts.
- Working on finalization of Comparison Report for April board meeting.
- Completed Spring Program Guide Content.
- Created Powerpoint for Support Staff meeting to discuss spring program guide content.
- Reviewed yearly program financials in Programmers' meeting with Frank.
- Created calendar content for Lisa and Rob for internal calendars.
- Submitted poster series information to Lisa and Rob for hallway posters.
- Completed School newsletter content and city powerpoint for channel 7.
- Attended the City Council meeting to see the Mr. and Mrs. Greteman accept the Mayor's Award.

Aquatics

- Learn to Swim Levels 1-5, Preschool Aquatics, Wet Wigglers and Swim Buddies began on February 8 with 60 participants.
- Held a Discover Scuba class with 3 participants and a Scuba Part 1 class as well.

- The Unsinkables program continued with Swaney on February 28 through March 10.
- Taught a Lifeguard Training class on February 21 – March 1 with 11 participants. 10 of them plan on applying for a job at RRR.
- Biggest Splash Contest was held on February 26th with a total of 16 participants.
- Worked on a Committee with the Young Professionals Summit for KRPA and presented at an Aquatic Special Events Session during KRPA.
- Completed 2011 Action Plans for Aquatic Programs.
- Began work on the 2011-12 budget.
- Held a Water Safety Instructor Staff Meeting on February 6 to discuss upcoming lessons and the spring sessions.

Art

- Attended Derby Arts Council organizational meeting.
- Assisted installation of Wild West Show at Gathering Space Gallery at the Derby Public Library.
- Attended the opening for the Wild West Show at Gathering Space Gallery at the Derby Public Library.
- Interviewed and hired dance instructor.
- Completed programming for Spring 2011 session.
- Provided Technical for KRPA conference.
- Took few vacation days.

Fitness

- Research and implemented facility tours at Blue Valley Recreation Commission and Matt Ross Community Commission- Overland Park, Kansas and Sylvester Powell Community Commission in Shawnee Mission, Kansas.
- Enrichment program with yoga instructors for Runner's Yoga program with the goal of increased attendance and overall knowledge of the format of this program.
- Looking for aquatic instructors for the future class sessions; advertised for Aquatics Fitness Class Instructor.
- Built the master list for Spring Fitness classes for land and aquatics program; put all classes in class for registration. Completed fitness charts for both aquatics and land fitness classes.
- Continued TRX demonstrations to the community and the staff to help educate the public on the benefits of TRX exercises sessions.
- Presented the power point for the 2011 Indoor Spring Triathlon to the board meeting on February 22.
- Coordinating the prizes and procedures of the Zumba Party event that is coming up on March 11.
- Scheduled the Get Fit Check it out that is starting March 14-25 at the OAC.

- Organizing the Fitness Workshop that is up coming in March for the land and aquatic fitness instructors.
- Implemented and hired Kay Harper as our Yoga Personal Trainer. Updated all tri-folds and information to advertise this new service.
- Hired Becky Marinelli as our new yoga instructor for the spring session.
- Personal Training procedure transition from hard copy to class, met with all personal trainers with Trina Bauer to learn the new process.

Special Events, Special Programs and Oaklawn

- Free Spirits basketball and cheerleading teams continued practice. The teams competed in the area tournament. The cheerleaders and the level 4 basketball team took first place.
- The Free Spirits took trips to the Museum of World Treasures and a Thunder Hockey game.
- Held Afternoon Adventures for the elementary through high school special education classes. The adventure was a movie and popcorn at the DRC.
- Held 3 days of Recreation Station.
- Attended a Derby Health Collaborative meeting.
- Continued organizing the Gym and Swim and DRC After School programs.
- Finalized all programs for the spring.
- Began working on summer Recreation Station field trips and registration information.
- Completed yearly action plans for my area.
- Ran our monthly 5/6 grade party. We had over 320 5th/6th graders.
- Organized and held BINGO at the Oaklawn Activity Center. 9 attended this family event.
- Attended Horseback Riding at the Wichita Riding Academy.
- Helped Dee Anna drive Gym N Swim while she attended meetings.
- Volunteered for Reality U at the Derby High School. This is a Community and Schools program that they offer to the sophomore class each year. The kids learn about finance and responsibilities as an adult.
- Began working on the 2011-2012 budget.
- Made final corrections to my programs for Spring Program Guide and class.
- Registered for 2011 National Night Out.
- Placed phone calls into school Primetime Directors for summer dates. Began Recreation Calendar for the Summer Primetime Program.
- Started organizing materials and sent out material deadlines for posters, media releases and printing dates. Began work on door prize donation letter for area businesses.
- Finished work 2011 Action Plans.

Sports

- Supervised youth and adult sports on nights and weekends.
- Scheduled officials for DRC adult volleyball leagues.

- Scheduled officials and scorekeepers for DRC adult and youth basketball leagues.
- Completed youth basketball league this month.
- Completed work for DRC spring program guide.
- Met with Derby high school varsity baseball and softball coaches' about changing formats for upcoming spring camps.

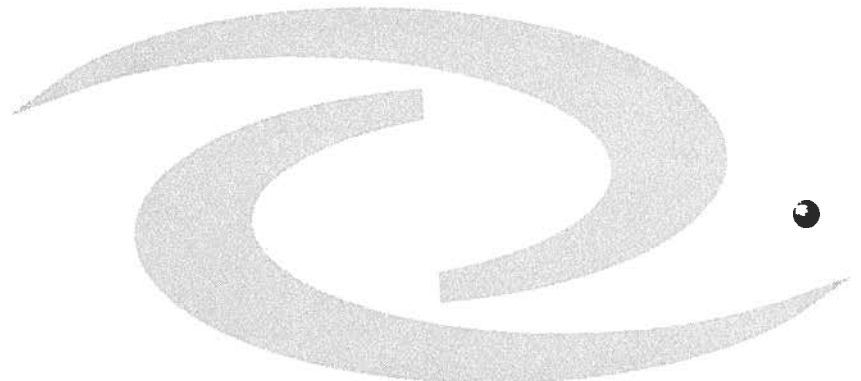


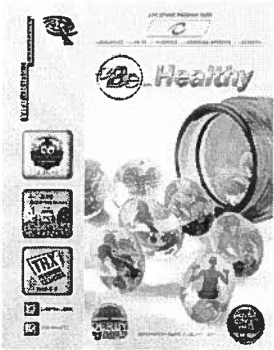
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MEMORANDUM

TO: DRC BOARD MEMBERS
FROM: Kathleen Avitt, Director of Programs
DATE: March 2, 2011
RE: SPRING 2011 PROGRAM GUIDE


We are excited about the program guide for the upcoming spring season. At the meeting, we will present the spring program guide, cover some of the new events and programs, and answer any questions you may have.





Spring Program Guide

8-Week Session:
March 28 – May 20



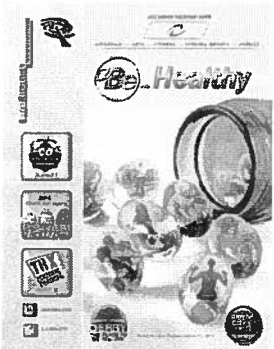
Arts

- Stained Glass Benches p.12
- Stepping Stones p.12
- Get Out and Paint p.12
- Pre-Cool Art p.30




Aquatics

- 14 Aqua Classes p.11
-5 w/childcare
- Easter Egg Dip p.23
- Swim Team Readiness p.29




Fitness

- 44 DRC classes p.16
-29 w/ childcare
- 9 OAC classes p.17
- 14 Get Fit Check It Out p.17
- Strong Moms p.15
- Hip Hop p.14
- Zumba Party p.22
- FIT Families p.14
- HITT p.14




Sports

- Panther Baseball Camp p.33
- Panther Softball Camp p.33
- 5 Tournaments p.33
- Hook a Kid on Golf p.34
- Change to 7Y-8Y, 9Y-10Y Baseball/Softball p.34



Special Events

- Wii "Battle of the Bands" Challenge p.22
- Easter Egg Hunts p.23
- Great Egg Hunts p.23
- March Mania p.22
- Babysitting Clinics p.41
- Poker Tournament p.23
- Blood Drive p.22
- Disc Golf Clinic p.45




Special Populations

- Free Spirits Sports Banquet p.24
- Imax Movie Night p. 24
- Challenge 2011 p.25
- Mid-America Games p.25
- WSU Baseball Game p.24
- Shrine Circus Trip p. 24



Day Camp Dates

- Recreation Station p.32
March 21-25 , June 1-3,
\$17.00 per day
- School's Day Out p.32
March 21-25, June 1-3,
\$17.00 per day



Recreation Station p.32

- June 7-August 6
\$85.00 -weekly
\$665.00 -9 weeks



The Place to Be Healthy

The Ohio Health Collaborative (OHC) consists of non-profit health care organizations that provide health related services to the community. The collaboration is led by the OHC and made possible by various agencies, schools and community health districts in various programs, activities and initiatives that are available to improve the health and wellness of all community members.

The OHC was recently awarded a Fit For Families pilot grant from the United Methodist Health Ministry Fund to address the health and wellness of children from prenatal to age six. The grant provides for programs and activities that are designed to encourage and promote age-appropriate to get their children fit.

Programs listed in this magazine which work with part of the goal of Fit For Families that grant are listed with the Place to Be Healthy program. Contact us today for the Place to Be Healthy program and request details to learn the community of Ohio's Healthiest Kids.

The Place to Be Healthy p.22

- Fit Families p.14
- Strong Moms p.15
- ZumbAtomic p.15
- Kids in the Kitchen p.28
- Start Smart p. 28

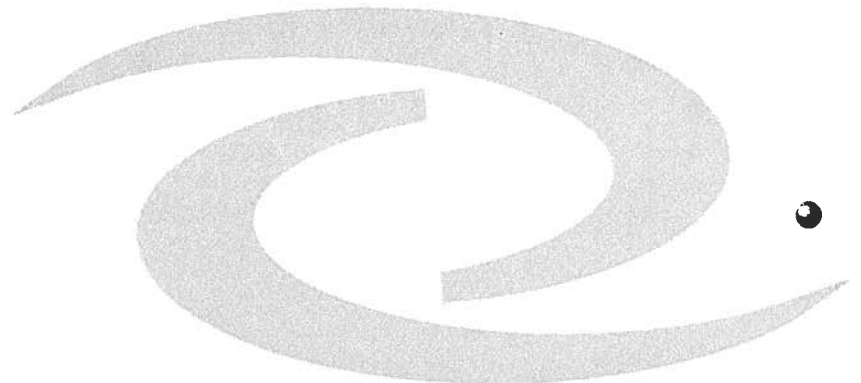


801 EAST MARKET
P.O. BOX 324
DERBY, KS 67037
TEL 316-788-3781
FAX 316-788-6549

MEMORANDUM

TO: DRC BOARD MEMBERS
FROM: Kathleen Avitt, Director of Programs
DATE: March 2, 2011
RE: DERBY HEALTH COLLABORATIVE

We are excited about receiving the Fit for Kansas Kids grant funding from the United Methodist Health Ministry Fund, a philanthropy based in Hutchinson. This grant enabled us to create the Derby Health Collaborative. The DHC's mission is to improve the health and wellness of the USD 260 community. Attached you will find the goals, actions steps for our grant goals and the monthly meeting dates. We will discuss further the grant goals, exciting works and answer any question you might have at the meeting.



Derby Health Collaborative
-MISSION, GOALS AND ACTION STEPS FOR GOALS-
NOVEMBER 29, 2010

MISSION

To improve the health and wellness of the USD 260 community.

GOALS

Increase physical fitness, improve general health, improve nutrition, and support activities that relate to overall wellness.

ACTION STEPS TO ACCOMPLISH EACH GOAL

- Provide education
- Create opportunities
- Provide motivation
- Reinforce healthy choices and activities

See ACTION STEPS FOR GOALS next page.

SCOPE OF WORK

Targeting residents of the USD 260 school district, which includes an estimated 2,735 children ages 0-4, the Derby Health Collaborative will engage young children and their families in increased physical activity and nutrition awareness. It aims to cross-market existing programs and add programming designed specifically for young children and their families. The Derby Recreation Commission will implement preschool games, preschool sports readiness, caregiver fitness, and family fitness activities. Toddler nutrition classes and breastfeeding public awareness campaigns will also be implemented. In addition, the project encourages and supports current screenings for young children and “cross-sells” other existing programs such as parenting skills classes, tobacco education, and nature tours. A community wide Walking Hour will encourage residents to walk for an hour each day.

GRANT PERIOD

January 1, 2011 to December 31, 2011

*Funding for this project was provided by the United Methodist Health
Ministry Fund, a philanthropy based in Hutchinson.*

**Derby Health Collaborative
-MONTHLY MEETING DATES-
DRC Meeting Rooms at 2:30pm**

- **December 14, 2010**
- **January 4, 2011**
- **February 8, 2011**
- **March 8, 2011**
- **April 5, 2011**
- **May 3, 2011**
- **June 7, 2011**
- **July 5, 2011**
- **August 2, 2011**
- **September 6, 2011**
- **October 4, 2011**
- **November 8, 2011**
- **December 6, 2011**
- **January 2012 (TBA)**

**Funding for this project was provided by the United Methodist Health
Ministry Fund, a philanthropy based in Hutchinson.**

Derby Health Collaborative
-ACTION STEPS FOR GOALS-
January 1, 2011–December 31, 2011

Fitness

Because organized classes and sports are not developmentally appropriate for preschool children, the best method for encouraging physical activity is to focus on the child's natural desire for play. Active games provide both fitness and healthy recreation for preschool children. The DHC proposes the following to encourage community wide play and fitness.

Preschool games and other classes and activities would be cross marketed at each event and also in the DRC program guide, flyers at preschools, PAT visits, school newsletters and local churches.

- DRC
- PAT
- FAITH
- PRE-SCHOOL

Preschool Games (ages 3-6) Start Training Late Jan–Feb

- Teach **preschool games** that incorporate fitness at all community preschool programs. The program would culminate **monthly** at a Community Preschool Game Day at the Derby Recreation Center. Event would be free to all preschoolers.
- Games would be taught at Parents As Teachers (PAT) at home visits, DRC's Curiosity Corner, local preschools and community churches.

- DRC

Preschool Sports (ages 3-6) Offered Spring and Fall

- **Start Smart class** – Held at the DRC class teaches basic motor skills necessary for sports participation. Non-competitive atmosphere to work on basic skills with an assortment of balls.

- DRC
- PAT
- FAITH
- PRE-SCHOOL

Caregiver Fitness Start Spring

- **Strong Moms Fitness class** - For pregnant and new mothers at the Derby Recreation Center and/or Oaklawn Activity Center **Spring**
- **Stroller Fitness class** – For any caregiver with a child in a stroller. Classes held at DRC. **Spring**
- **Water Fitness classes** – An assortment of adult classes that are appropriate for low impact and/or beginning exercise. **Year Round**
- **DRC and OAC Fitness classes** – All types of fitness classes including aerobic activities, weights, and flexibility. **Year Round**

- DRC

- DRC
- PAT
- FAITH
- PRE-SCHOOL

Family Fitness Start Spring/Summer

- Offer classes that are interactive with caregivers and children. Classes would be held at the DRC and/or OAC. Classes would be appropriate for ages 4 and older and would include all ages of children with caregivers.

Derby Health Collaborative
-ACTION STEPS FOR GOALS-
January 1, 2011–December 31, 2011

Health

Preventative health care is critical for infants and preschool age children. Most children are seen routinely by a primary care physician who provides the majority of health information. The DHC plans to support the health information that physicians present at scheduled office visits. Additionally, DHC will help promote existing screenings that occur in the community.

• EYE DR.

• **Vision Screenings** – Partner with **local optometrists** who offer the free See to Learn screenings for all 3 year olds

• PAT

• **Developmental Screenings** – Done by **USD 260 Early Childhood professionals**. Includes hearing screens. Children with delays are referred to appropriate resources.

• DELTA
DENTAL

• **Dental Health** – Partner with **local dentists** to educate caregivers about dental health in preschoolers. Work with organizations that provide dental services to low income families.

• SCHD

• **Immunization Education** – Partner with **Sedgwick County Health Department** to continue promoting low cost immunization clinics. Educate parents about the benefits of childhood immunizations.

Derby Health Collaborative
-ACTION STEPS FOR GOALS-
January 1, 2011–December 31, 2011

Nutrition

Knowing that caregivers provide for the nutritional needs of infants and toddlers, education for caregivers is critical to encourage healthy food choices.

- PAT
- PRE-SCHOOL
- SCHD?

Prenatal Get info and create event list to distribute

Nutrition and vitamin education for pregnant mothers distributed at **community events** and **preschool events**.

- LA LECHE
- PEDIAT.
- SCHD
- DRC/MARKETING

Infants

Partner with **La Leche League, local pediatricians and Sedgwick County Health Department** to encourage and support breastfeeding for all infants. Create an education campaign to gain public acceptance of breastfeeding as a preferred feeding method to increase mother support.

Toddlers

Offer classes and opportunities to introduce toddlers to healthy food choices.

- DRC
- PAT
- PRE-SCHOOL

- **Cooking Tots** (ages 3-5) – DRC class that allows caregiver and child to prepare simple foods that are toddler friendly. **Offered Quarterly**

- DRC
- PAT
- PRE-SCHOOL
- SCEO
- GROCERY

- **Try A Bite** (any age child with caregiver) – A regularly scheduled gathering that will introduce children and caregivers to diversified foods, focusing on produce and healthy food combinations. Will also demonstrate appropriate serving sizes for children. Session will offer bite-sized “try it” size samples. Each child will be given a check off card to encourage them to try a multitude of samples. Completed check off cards will earn the child a prize. Could partner with **local grocery stores, markets and Sedgwick County Extension Office**.

Derby Health Collaborative
-ACTION STEPS FOR GOALS-
January 1, 2011–December 31, 2011

Wellness

The wellness of the community is a combination of physical, mental and emotional wellbeing. Many organizations offer education, opportunities, motivation and reinforcement of healthy choices. Again, with the limited decision making power that preschool age children have regarding their physical, mental and emotional wellbeing, activities in this area will be targeted to caregivers and families.

- DRC
- DCCHC

- Provide **tobacco education** for caregivers and community members. Distribute educational materials and messages about second hand smoke effects on children. Would partner with **Derby Community Coalition for Healthy Choices** in distributing information with appropriate materials and media.

- DRC
- PAT
- SCHD

- Offer **Parenting Skills classes** provided by child behavior experts. Would be a partnership between **USD 260, Sedgwick County Health Department and other local doctors and counselors**. Classes would have broad appeal with subjects such as Busy Boys, Tantrum SOS, and other topics of interest to typical parents. Times and locations would be convenient not only for daytime caregivers, but also for working parents. Transportation and childcare barriers would be addressed.

- DRC
- CITY OF DERBY

- Offer monthly **Nature/Parks tours** April through September. Work with the **City of Derby Parks Department** to have events that highlight the amenities at local parks and nature areas. At parks where the natural amenities do not offer an obvious recreational activity, partners would provide a physical activity for participants to complement the park. Examples could include Frisbee, kite flying, badminton or any multitude of outdoor activities that appeal to diverse ages. These events would be advertised in the DRC program guide, on posters, flyers, signs and in community newsletters.

- PARTNERING

- Highlight **family friendly activities** that encourage healthy and active recreation. Activities would include fishing (partner with **Optimists and Parks Dept**), bowling during winter (**Derby Bowl**), kite flying (local stores could provide kites), a free family swim safety class (**DRC and RRR**), gardening (**Parks Dept and Sedgwick County Extension office**). Events would be promoted in DRC program guide, on posters and flyers, signs and in community newsletters.

Derby Health Collaborative
-ACTION STEPS FOR GOALS-
January 1, 2011–December 31, 2011

Wellness Continued

• DRC

- Have **Tot Time** at Rock River Rapids during summer season. This would allow caregivers of toddlers to bring the child to the aquatic park when it is not open to the public, allowing free play by children 5 and younger.

• COMMUNITY
MARKETING
COMMITTEE

- Institute a community wide **Walking Hour**. This activity would be promoted by all partnering organizations, encouraging every resident to walk for an hour each day. Two designated hours per day would be promoted, one in the morning and one in the evening. Advertising would encourage families to push strollers, take your dog, meet your neighbors, walk while kids at sports practice, and walk off dinner. Marketing is critical to this activity to promote community buy in. The existing **Community Marketing Committee** would lead this initiative. Could include incentives for logging hours on the community portal website. With miles of Hike and Bike Paths in Derby, residents have many opportunities available for convenient and accessible walking paths. Visions for this culture of community wide walking include high school football halftime walks around the track, newspaper highlights of walking families, a walking parade and other promotions.

• DRC

- Encourage families to **utilize open gym time at the Oaklawn Activity Center on Saturdays**. The entire fitness center is open and free to everyone, no membership required. Preschool programs will be held during this time at the Oaklawn Activity Center allowing all ages of family members to participate in fitness activities simultaneously. Preschool age children would have a designated play area, school age children would participate in games in the gym and adults would use the fitness center. Partnership with **Parents As Teachers, local churches** and other **youth serving organizations** would allow the preschool activities to be offered at no cost to families.

Derby Health Collaborative
-ACTION STEPS FOR GOALS-
January 1, 2011–December 31, 2011

• **COMMUNITY MARKETING COMMITTEE**

Community Marketing

- The main objective of the DHC is to have a coordinated marketing effort, sharing information between organizations and educating the community about opportunities and programs available to improve and preserve the health of young children and their caregivers. Each organization will disseminate information through their available avenues, and the **Community Marketing Committee** will oversee and administer the large scale marketing and advertising necessary to make the Derby Health Initiative a community focus.

Derby News Update



January 2011

Issue 21

Derby Health Collaborative

The Derby Health Collaborative (DHC) is a program made possible by a \$35,000 grant from the United Methodist Health Ministry Fund, a philanthropy based in Hutchinson.

The DHC will engage young children and their families in increased physical activity and nutrition awareness. It aims to cross-market existing recreation programs and add programming designed specifically for young children and their families. The goal is to target residents of the USD 260 school district, which includes an estimated 2,735 children ages 0-4.

The Derby Recreation Commission (DRC) will implement preschool games, preschool sports readiness, caregiver fitness, and family fitness activities. Toddler nutrition classes and breastfeeding public

awareness campaigns will also be implemented.

In addition, the project will support ongoing screenings for young children, such as hearing and vision screenings, and cross-sell existing programs such as parenting skills classes, tobacco education, and nature tours.

The DRC is managing the DHC with assistance from a number of local organizations such as Derby Public Schools, City of Derby, Derby Public Library, Sedgwick County Health Department, Wichita State University, Parents as Teachers, Communities in Schools, area doctors, and churches.

If you have questions, contact Kathleen Avitt, Director of Programs for the DRC, at 788-3781 or kathleen@derbyrec.com.

News Briefs

Welcome!

The new Derby Welcome Center, located in the old library space at 611 Mulberry Rd., has officially opened its doors. The phone number for the Welcome Center is 788-9003.

The Derby Welcome Center will serve as the front door to the community for visitors, newcomers, residents, and businesses to be greeted and provided with community information. It will showcase the community's amenities and history.

Art Gallery @ City Hall

The newest exhibit at the Art Gallery at City Hall features work by students from Derby Middle School. The gallery is open Monday thru Friday from 8:00 a.m. to 5:00 p.m. Come check out the new artwork by talented local students.

ACE Grant Application Available Online

The Artistic, Cultural, and Entertainment Grant (ACE) is a grant offered by the City of Derby to encourage diversity in Derby's entertainment, artistic, and cultural offerings. ACE-sponsored programs and events contribute to Derby's quality of life by drawing people to Derby activities and events for their leisure time.

Grants up to \$2,500 may be awarded to community organizations. The 2011 application process begins January 17 and applications will be due February 25.

For more information, visit the city website at www.derbyweb.com or call Janae' Prunier-Billman at 788-1519.

Water Bill Update

Due to new software for processing water bills, past water usage will not be reflected on monthly bills until a history is built up in the new system. Once the system has been in use for one year the account history will be included on bills.

It's an emergency! When to call 911

In a medical emergency, should you call for paramedics or drive to the nearest hospital?

911

It may not always be an easy question to answer. Here's what the American College of Emergency Physicians recommends. When faced with an emergency situation, ask yourself the following questions. If you answer "yes" to any of them, call 911 immediately.

- 1) Could the condition be life-threatening? (chest pain, difficulty breathing, uncontrolled bleeding, or sudden, severe pain).
- 2) Could the condition get worse and become life-threatening on the way to the hospital?

- 3) Could moving the person to the car cause further injury?
- 4) Could paramedic skills or emergency equipment be needed?
- 5) Could distance or traffic conditions delay you getting to the hospital?

When in doubt, call 911. Make sure you remain calm and give your name, address, the phone number you're calling from, and the specific location of the person in need. Try to stay calm and describe the emergency. Stay on the line until the dispatcher says you can hang up.

If you decide to drive to the hospital, take the most direct route to the nearest emergency room.

*Information from Holiday 2010
Healthy Lifestyles for Women
Wesley Medical Center*



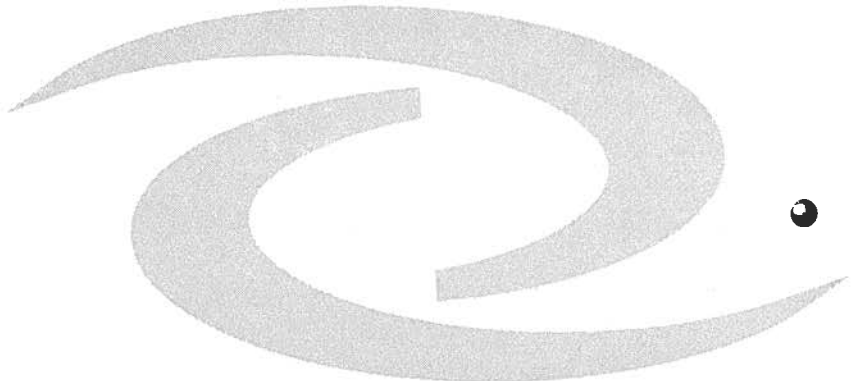


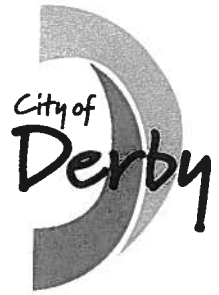
801 EAST MARKET
P.O. BOX 324
DERBY, KS 67037
TEL 316-788-3781
FAX 316-788-6549

MEMORANDUM

TO: DRC BOARD MEMBERS
FROM: Frank Seitz, Superintendent of Recreation
DATE: March 4, 2011
RE: JOINT AREA TECHNICAL ADVISORY COMMITTEE (TAC)

City Manager Kathy Sexton called and invited me to serve on the TAC, a joint committee created by local community governmental entities to develop a Joint Area plan in Sedgwick County between the cities of Mulvane, Haysville, Derby and Wichita. I have accepted this invitation and will be serving over the coming months. Attached is information explaining the role of the committee.





Kathleen B. Sexton
City Manager

February 18, 2011

Frank Seitz, Superintendent
Derby Recreation Commission
801 East Market
Derby, KS 67037

Dear Frank:

I am pleased to appoint you as a member of the newly formed **Derby-Haysville-Mulvane-Wichita-Sedgwick County Joint Area Plan Technical Advisory Committee (TAC)**. As a member of the TAC, you will be asked to provide input and information to assist the Steering Committee as it develops a Joint Area Plan for the area of Sedgwick County between these four cities.

The Joint Area Plan will guide the provision of public services in the area and document the desired future land uses. Expected benefits of the study include better knowledge of the area, more efficient provision of future services, enhanced coordination among area service stakeholders, and a documented vision for the area.

The Joint Area Plan boundaries are (1) Seneca Street on the west, (2) the Sedgwick/Sumner county line on the south, (3) the Arkansas River on the east up to 95th Street then along K-15 in the area between 95th Street and 83rd Street and then along the Derby city limit, and (4) 71st Street to Grove on the north (except the residentially developed areas and including the Wichita-owned future park site) and then 79th Street between Grove and Seneca. The planning horizon will be to the year 2030. A draft work plan is enclosed.

Assisting the TAC and the Steering Committee in this effort will be staff from the Metropolitan Area Planning Department as well as from the involved cities.

We anticipate that the time commitment for Technical Advisory Committee members will generally consist of several 1.5 hour meetings through approximately September 2012.

The project kick-off meeting includes both the Steering Committee and Technical Advisory Committee and is scheduled for Wednesday, March 30 from 3:00 to 4:30 p.m. Please RSVP to Carolyn Morrison at Derby City Hall, (316)788-3132 or email carolynmorrison@derbyweb.com. Meeting details are as follows:

City of Derby
City Manager's Office

611 N. Mulberry · Derby, Ks 67037-3533 · 316/788-3132 · Fax 316/788-6067
Homepage: www.derbyweb.com E-mail: CityManager@derbyweb.com

What: Joint Steering Committee and Technical Advisory Committee meeting
Date: March 30, 2011
Time: 3:00 to 4:30 p.m.
Location: Derby Welcome Center
611 Mulberry RD
Derby, KS 67037
316.788-9003

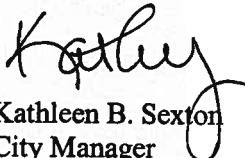
The new Derby Welcome Center is conveniently located between Derby Senior Services and City Hall (where the former library used to be). The Welcome Center is just two blocks west of Rock Road on Madison Avenue. Parking is available east of the building as well as north of City Hall. Enter the building at the east door marked "Derby Welcome Center."

To allow for meaningful discussion at the meeting on the 30th, please bring any information that might be important for the Steering Committee to consider as they initiate this civic project.

An example of the type of product we anticipate will emerge from the planning process is the recently completed *Derby-Mulvane Joint Area Plan*, which was a project undertaken by the City of Derby, City of Mulvane, and Sedgwick County. You can learn more about the planning process and view a PDF copy of the document at www.wichita.gov/CityOffices/Planning. In the "What's New?" section, click on the fifth bullet down labeled "Derby-Mulvane Joint Area Plan."

Thank you for your interest and support in making south Sedgwick County and our four thriving cities as successful of a regional community as possible. Please let me know if you have questions or are unable to serve.

Yours truly,


Kathleen B. Sexton
City Manager

Enclosure

Derby-Haysville-Mulvane-Wichita-Sedgwick County Joint Area Plan
Revised Project Work Plan

Revised February 17, 2011

1) Scope of Work:

Plan Purpose and Outcomes -

- The cities of Derby, Haysville, Mulvane and Wichita desire to work in partnership with Sedgwick County to develop an 'issue-oriented' multi-jurisdictional joint area plan to address certain land use planning issues of mutual interest and concern for the area described below (see attached site map). Sumner County will be invited to participate in this planning process.

Plan Boundaries: The west boundary shall be Seneca Street; the south boundary shall coincide with the Sedgwick County line; the east boundary shall generally follow the Arkansas River, except that it shall extend east of the river to coincide with the Derby city limit except in the area between Derby and Mulvane where it shall coincide with K-15; the north boundary shall generally follow 79th Street east from Seneca to Grove, then extend north to 71st Street excluding the residentially developed areas but including the Wichita-owned future park site.

- This joint area plan is desired to accomplish the following minimum outcomes:
 - a) Provide Sedgwick County with policy guidance on recreational opportunities associated with a possible future regional park to service this area of the County, and on future recreation/greenway opportunities associated with the Arkansas River corridor;
 - b) Evaluate and refine the current 'areas of zoning influence' for the cities of Derby, Haysville and Mulvane;
 - c) Evaluate and identify future urban growth areas and future municipal corporate limits for the cities of Derby, Haysville, Mulvane and Wichita as they pertain to the plan area;
 - d) Assess and address the municipal servicing and land use impacts associated with the recently approved casino at Exit 33;
 - e) Evaluate the land use implications of high water table and flooding issues in portions of the plan area;
 - f) Address existing and future transportation issues in the plan area, including bike trail and public transportation opportunities, and the appropriateness of future bridges crossing the Arkansas River at 71st Street and 95th Street;
 - g) Develop an anticipated/desired future land use concept plan for the plan area;
- Additional benefits associated with this joint area planning initiative include improved communication and coordination between local governments; an increased understanding of the benefits of long-term land use planning; and, possible long-term financial savings resulting from the efficient and effective provision of municipal services and infrastructure within the plan area.
- The planning time horizon is 2030.
- It is anticipated that Sedgwick County and the cities of Derby, Haysville, Mulvane and Wichita will adopt the final joint area plan as an element of their respective comprehensive plans.

2) Plan Development Process and Timeline:

The plan development process is anticipated to take approximately 20 months. The following plan development phases are proposed:

- Phase I Approval of Work Plan, Establishment of Plan Steering Committee and Technical Advisory Committee (Jan-Mar 2011)**
- Project work plan receives municipal government approvals
 - Respective government appointments to the Plan Steering Committee and Technical Advisory Committee (TAC)
 - Initial kick-off meeting with the Plan Steering Committee and TAC
- Phase II Existing Conditions and Future Growth Analysis (Feb-Jun 2011)**
- TAC identifies & collects pertinent data and information - completes analysis of key plan issues & concerns
 - TAC completes analysis of future population and employment growth in the plan area through 2030
 - TAC completes an 'Existing Conditions & Future Growth' planning analysis of the plan area
- Phase III Development of Plan Vision Statement and Plan Goals (Jun-Aug 2011)**
- TAC/Committee identify & evaluate area strengths, constraints & opportunities
 - TAC develops/Committee endorses draft plan vision statement
 - TAC develops/Committee endorses draft plan goals that address the key plan issues & concerns
 - TAC/Committee evaluate feedback & finalize the plan vision statement and plan goals
- * Community Engagement**
- Hold 'come and go' public open houses in the plan area (public notices)
 - Brief planning commissions of each municipality
- Phase IV Development of Plan Objectives, Implementation Strategies and Future Land Use Concept (Sep 2011-Jan 2012)**
- TAC develops/Committee endorses draft anticipated/preferred future land use concept plan
 - TAC develops/Committee endorses draft plan objectives and implementation strategies (who, what, when, where, how much) that help realize the plan goals & objectives
- Phase V Draft Plan Preparation (Feb-May 2012)**
- TAC compiles a draft plan document for Committee review
 - Committee endorses a draft plan for public and municipal government review
 - TAC/Committee evaluate feedback & make modifications to the draft plan
- * Community Engagement**
- Hold 'come and go' public open houses in the plan area (public notices & property owner notification)
 - Presentations of draft plan to the planning commissions of each municipality
 - Draft plan briefings/presentations to the Sedgwick County Commissioners and the city councils of Derby, Haysville, Mulvane, and Wichita
- Phase VI Plan Finalization and Adoption (Jun-Sep 2012)**
- TAC/Committee completes and submits a final plan document for adoption by the planning commissions, the city councils and county commission
- * Community Engagement**
- Planning Commissions of each municipality hold public hearing, receive input and adopt the plan
 - The various city councils and the Sedgwick County Commission adopt the plan

3) Committees and Staff:

A Plan Steering Committee will be responsible for overseeing the development of the plan with the assistance of the Technical Advisory Committee (TAC). The Project Manager is responsible for the administration of the project work plan and works with the Project Management Team to ensure coordination amongst the Plan Steering Committee, the Technical Advisory Committee, and local municipal government partners involved in this planning initiative.

Plan Steering Committee Composition and Role -

This Committee will be appointed by the respective managers of the cities of Derby, Haysville, Mulvane, Wichita and Sedgwick County. The Steering Committee guides the development of the plan and the planning process. The Committee ensures that the plan meets the needs of the local municipal government stakeholders and is responsible for making the final recommendations regarding the plan and the planning process. No one who owns land in the plan area should be appointed to this Committee. The 19 member Plan Steering Committee will consist of representatives from the following organizations:

- Sedgwick County Board of Commissioners (2)
- Sedgwick County Assistant County Manager (1)
- Derby City Councilmember (1)
- Derby Planning Commission (2)
- Derby City Manager (1)
- Haysville City Councilmember (1)
- Haysville Planning Commission (2)
- Haysville Government Services Director (1)
- Mulvane City Councilmember (1)
- Mulvane Planning Commission (2)
- Mulvane City Administrator (1)
- Wichita City Councilmember (1)
- Metropolitan Area Planning Commission (2)
- Wichita City Manager's Office (1)

Technical Advisory Committee Composition and Role -

The Technical Advisory Committee (TAC) supports the Plan Steering Committee by providing relevant technical data, expertise and input during the plan development process. The Technical Advisory Committee will consist of the following individuals and/or their organizational representatives:

- Project Management Team members (see below)
- Sedgwick County Deputy Director of Public Works
- Sedgwick County Director of Environmental Resources
- Sedgwick County Director of Community Development
- Derby Public Works Director
- Derby Community Development Director
- Derby Recreation Commission Superintendent
- Derby City Planner
- Haysville Public Works Director
- Haysville Planning Coordinator
- Haysville Recreation Director
- Mulvane Distribution Director
- Mulvane City Planner
- Wichita Public Works Director
- Wichita Park & Recreation Director
- Wichita-Sedgwick County MAPD Director
- Sumner County Planning Director
- Salem Township
- *Optional:* USD 260 Derby, USD 261 Haysville, USD 263 Mulvane

Two Sub-Committees of the Technical Advisory Committee (Recreation Sub-Committee; Flooding/High Water Table Sub-Committee) will be formed to respectively focus on the following two specific issues:

1. Recreational opportunities associated with a possible future regional park to service this area of the County, and future recreation/greenway opportunities associated with the Arkansas River corridor.
2. Land use issues associated with flooding and high water tables in portions of the plan area.

Project Management Team Composition and Role -

The Project Management Team is a part of the Technical Advisory Committee. The Team has the specific responsibility for administering/overseeing the planning process, preparing agendas and meeting summaries, drafting and writing the various elements of the plan document, coordinating community outreach initiatives, and ensuring that the plan is completed in accordance with the approved project work program. The Team is comprised of the following MAPD staff:

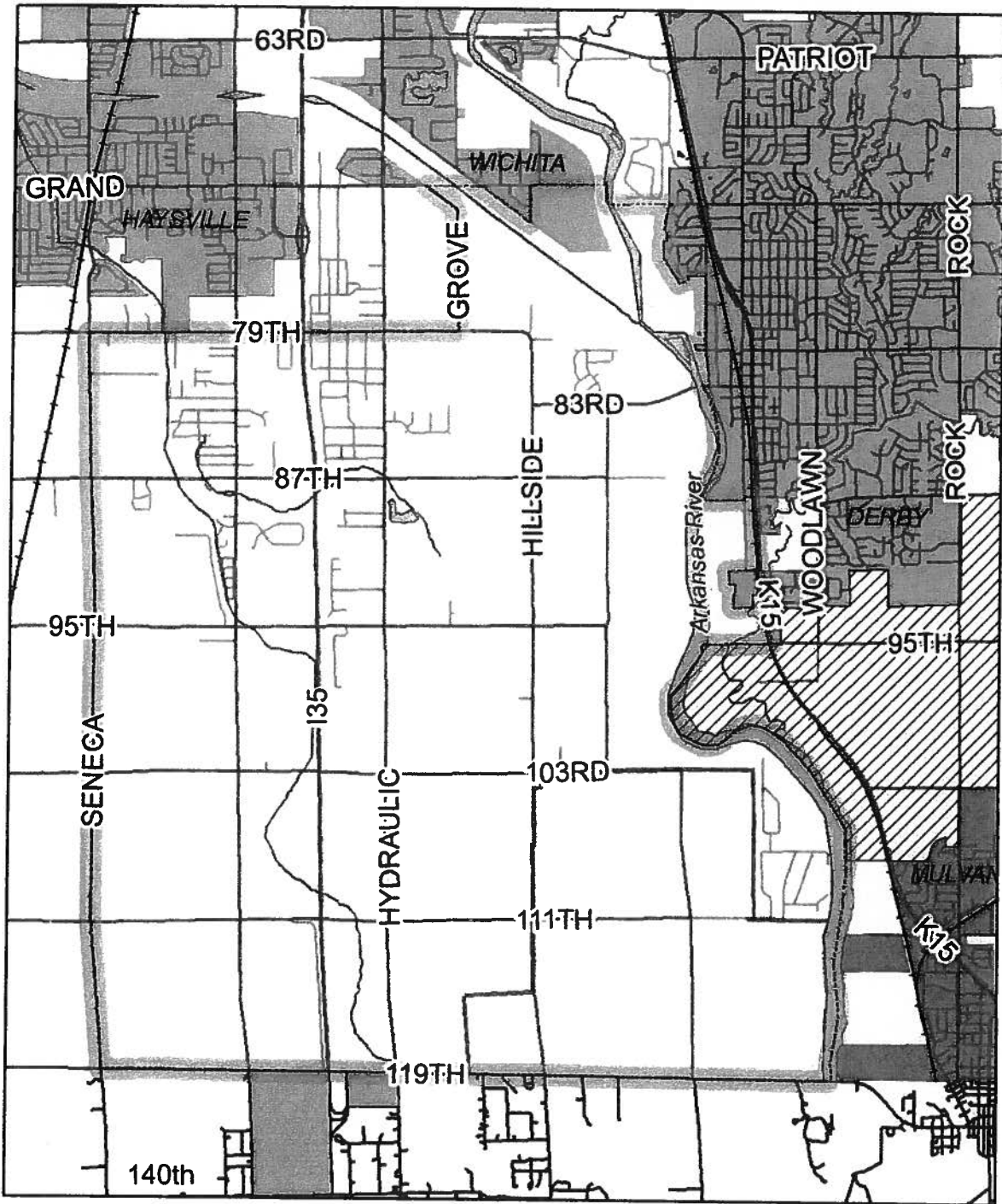
- *Dave Barber* - Project management/oversight, meeting agendas, meeting organization/facilitation, writing plan documents
- *Scott Wadle* - GIS support, data collection/analysis, map creation, meeting summaries, community outreach
- *Stephen Banks* - Demographic and employment projections
- *Ashley Jones* - Graphic support and website development

4) Logistical Support:

Derby and Mulvane have agreed to pay for mail-out and printing costs associated with the development of the Plan. Sufficient meeting space is available in Haysville, Mulvane or Derby to hold the Plan Steering Committee and Technical Advisory Committee meetings. It was agreed that the meetings would be rotated between Derby, Mulvane and Haysville. Wednesday afternoon 3:00-4:30 pm appears to be the best date/time to meet.

Derby-Mulvane-Haysville-Wichita-Sedgwick County Joint Area Plan

Plan Boundary 1/26/2011



-  Plan Boundary
-  Potential Casino Site
-  Derby-Mulvane Joint Area Plan Boundary

Software: ArcGIS

Map Data Sources:
City of Wichita
Sedgwick County

It is understood that while the City of Wichita Data Center Geographical Information Systems Department has no indication and reason to believe that there are inaccuracies in information incorporated in the base map, the Data Center-GIS personnel make no warranty or



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MEMORANDUM

TO: DRC BOARD MEMBERS

FROM: Kathleen Avitt, Director of Programs

DATE: March 2, 2011

RE: ANNUAL PROGRAM FINANCIAL REPORT

Enclosed in your packets is our 2010 Financial Report on DRC programs. Programs are divided into the categories of Special Programs, Youth Programs and Adult Programs. Information includes fees charged for the programs during the past year, revenues and expenditures, net figures as well as the percentage of the program that was self supportive. In addition administrative charges for those programs for the past two years are listed in the last two columns.

A copy of our user fee implementation procedure, policy statement and schedule for program subsidy are enclosed so that you may review in your guidelines.

Please bring any questions you may have to our meeting. We will review the report with you at that time.



2010 FINANCIAL REPORT ON DRC PROGRAMS

| YOUTH PROGRAMS | FEES | REVENUES | EXPENDITURES | NET | SELF - SUPPORTIVE | Pro. Salaries 10 | Pro. Salaries 09 |
|-------------------------|--------------------|-----------|--------------|-----------|-------------------|---------------------|---------------------|
| Soccer | \$25.00 | \$18,221 | \$16,375 | \$1,846 | 111% | \$6,500 | \$7,400 |
| Baseball / Softball | \$30.00 | \$19,733 | \$19,226 | \$506 | 103% | \$9,750 | \$11,250 |
| Start Smart | \$30.00 | \$160 | \$227 | (\$67) | 70% | \$0 | \$0 |
| Gymnastics & Tumbling | \$25.00 / \$50.00 | \$2,480 | \$3,021 | (\$541) | 82% | \$1,550 | \$1,650 |
| Golf | \$65.00 | \$390 | \$300 | \$90 | 130% | \$0 | \$0 |
| Volleyball | \$30.00 | \$1,681 | \$1,327 | \$354 | 127% | \$665 | \$500 |
| Tennis | \$35.00 | \$3,406 | \$3,795 | (\$389) | 90% | \$2,250 | \$2,750 |
| Clinics | \$30.00 / \$95.00 | \$3,370 | \$3,508 | (\$138) | 96% | \$1,000 | \$900 |
| Archery | \$25.00 | \$325 | \$248 | \$77 | 131% | \$0 | \$0 |
| Tae Kwon Do | \$40.00 / \$50.00 | \$2,143 | \$2,118 | \$25 | 101% | \$1,350 | \$1,500 |
| Basketball | \$30.00 | \$3,100 | \$4,007 | (\$907) | 77% | \$1,200 | \$1,200 |
| Tournaments | varies | \$51,000 | \$38,128 | \$12,872 | 134% | \$13,900 | \$12,450 |
| Flag Football | \$35.00 | \$4,979 | \$4,452 | \$527 | 112% | \$2,250 | \$2,250 |
| Girls Fast Pitch SB | \$850.00 team | \$31,650 | \$29,394 | \$2,256 | 108% | \$14,790 | \$14,030 |
| Boxing | \$50.00 / \$60.00 | \$125 | \$334 | (\$209) | 100% | \$0 | \$0 |
| Recreation Station | \$85.00 / \$680.00 | \$48,954 | \$51,898 | (\$2,944) | 94% | \$7,500 | \$12,500 |
| Special Events | various | \$2,206 | \$4,740 | (\$2,533) | 47% | \$1,000 | \$500 |
| Cheerleading | \$25.00 | \$387 | \$142 | \$245 | 273% | \$0 | \$650 |
| New Programs | various | \$343 | \$898 | (\$555) | 38% | \$0 | \$0 |
| Horseback Riding | \$30.00 / \$135.00 | \$1,875 | \$2,314 | (\$439) | 81% | \$550 | \$560 |
| Camp DRC | \$17.00 / \$85.00 | \$10,799 | \$9,568 | \$1,230 | 113% | \$2,750 | \$2,850 |
| Rec Center After School | Mem. Fees | \$0 | \$1,334 | (\$1,334) | NA | \$0 | \$0 |
| Art's & Crafts Classes | Various | \$8,788 | \$8,140 | \$648 | 108% | \$2,250 | \$2,200 |
| Theatre / Dramatics | \$35.00 | \$2,965 | \$4,451 | (\$1,485) | 67% | \$900 | \$750 |
| Dance | \$18.00 / \$35.00 | \$3,774 | \$3,618 | \$155 | 104% | \$2,150 | \$1,850 |
| Equipment | NA | \$0 | \$2,627 | (\$2,627) | NA | | |
| | | \$222,850 | \$216,189 | \$6,661 | | \$72,305 | \$77,740 |

2010 FINANCIAL REPORT ON DRC PROGRAMS

| ADULT PROGRAMS | FEES | REVENUES | EXPENDITURES | NET | SELF - SUPPORTIVE | 10 | 09 |
|------------------------|---------------------|-----------|--------------|------------|-------------------|----------|-----------|
| Fitness Classes | \$5.00 / \$60.00 | \$56,747 | \$46,479 | \$10,268 | 122% | \$5,000 | \$35,000 |
| Childcare | \$15.00 / \$ 30.00 | \$4,886 | \$18,056 | (\$13,171) | 27% | \$0 | \$0 |
| Training | \$75.00 / \$258.00 | \$25,174 | \$26,037 | (\$863) | 97% | \$11,150 | \$10,400 |
| Youth Fitness | \$34.00 / \$50.00 | \$4,150 | \$3,180 | \$970 | 131% | \$1,800 | \$1,300 |
| Triathlon | \$20.00 / \$35.00 | \$12,610 | \$9,801 | \$2,809 | 129% | \$4,200 | \$2,650 |
| OAC Fitness Classes | \$5.00 / \$34.00 | \$3,628 | \$8,994 | (\$5,366) | 40% | \$0 | \$0 |
| OAC Childcare | \$15.00 / \$ 30.00 | \$0 | \$15 | (\$15) | NA | \$0 | \$0 |
| Tennis | \$35.00 | \$210 | \$72 | \$138 | 292% | \$0 | \$0 |
| Golf Tournament | \$75.00/Donations | \$11,400 | \$10,039 | \$1,361 | 114% | \$4,000 | \$4,000 |
| Adult Baseball | \$400.00 | \$0 | \$500 | (\$500) | 0% | \$500 | \$500 |
| Adult Basketball | \$300.00 | \$8,700 | \$8,660 | \$40 | 100% | \$2,450 | \$2,500 |
| Adult Volleyball | \$100.00 | \$2,200 | \$2,801 | (\$601) | 79% | \$1,050 | \$800 |
| Tournaments | Team Fees | \$0 | \$1,000 | (\$1,000) | 0% | \$1,000 | \$1,000 |
| Adult Softball | \$200.00 / \$400.00 | \$26,850 | \$24,647 | \$2,203 | 109% | \$10,750 | \$10,900 |
| Art's & Crafts Classes | Varies | \$6,978 | \$6,137 | \$842 | 114% | \$1,650 | \$1,150 |
| Art Fairs | \$50.00/conc. | \$12,618 | \$9,925 | \$2,693 | 127% | \$8,250 | \$8,000 |
| Adult Dance | \$12.00 / \$40.00 | \$3,483 | \$3,540 | (\$56) | 98% | \$1,250 | \$1,750 |
| Arts Supervisor | NA | \$0 | \$31,828 | (\$31,828) | 0% | \$0 | \$0 |
| Aquatic Lessons | \$15.00 / \$36.00 | \$28,396 | \$24,144 | \$4,252 | 118% | \$7,050 | \$7,050 |
| Aquatic Training | \$15.00/\$175.00 | \$6,215 | \$4,151 | \$2,063 | 150% | \$2,150 | \$2,700 |
| Aquatic Fitness | \$5.00 / \$51.00 | \$29,455 | \$20,960 | \$8,496 | 141% | \$4,350 | \$21,350 |
| Family Events | \$4.00 / \$20.00 | \$2,417 | \$119 | \$2,297 | 2023% | \$700 | \$350 |
| | | \$246,118 | \$261,084 | (\$14,967) | | \$67,300 | \$111,400 |

2010 FINANCIAL REPORT ON DRC PROGRAMS

| SPECIAL PROGRAMS | FEES | REVENUES | EXPENDITURES | NET | SELF - SUPPORTIVE | 10 | 09 |
|---------------------|------------------|----------|--------------|------------|-------------------|-----------|-----------|
| Teen Activities | varies | \$22,005 | \$17,942 | \$4,063 | 123% | | \$10,000 |
| Special Populations | \$1.00 / \$25.00 | \$815 | \$11,665 | (\$10,850) | 7% | | \$10,000 |
| Oaklawn Programs | varies | \$650 | \$52,432 | (\$51,782) | 1% | \$41,107 | \$36,456 |
| | | \$23,469 | \$82,039 | (\$58,570) | | \$41,107 | \$56,456 |
| Total | | | | | | \$180,712 | \$245,596 |

ESTABLISHMENT OF USER FEES

There are many philosophies of principles for the establishment of user fees as there are days of the year. After reading much material, attending various sessions at conferences, discussing the matter with constituents and our own experience with fee charging, we have come to the conclusion that each entity must develop a procedure which:

1. Works for them
2. Is consistent and competitive
3. Considers historical patterns
4. Is based on ability to pay

We do believe that sometime in the future we will no longer subsidize any programs. The trend in our field is very evident that this is where we are heading. Dwindling tax receipts and rising costs have made this inevitable. We have not had this dilemma to face, although even with our operation you can witness the increase in general operating, maintenance, utilities, office supplies, costs, etc. This is nothing to be concerned about in the sense that it is out of line. We, of course, will always be searching administratively to be prudent and spend tax moneys wisely. As we become more facility conscious the shift of our tax support will move away from programs and user fees will contribute more and more to program costs. As a guideline to start with, and we welcome your input, we make the following policy and procedure recommendations concerning pricing.

PURPOSE

The purpose of this policy is to aid in the establishment of equitable user fees which:

1. Are consistent with one another
2. Encourage program use
3. Are acceptable to the public
4. Are based on the ability of the public to pay

POLICY STATEMENT

Programs, services, and facilities of the Recreation Commission shall have portions of their operating costs recovered through fees and charges. The Commission shall subsidize certain categories of user groups. These subsidies are outlined in the procedures covered by this policy.

PROCEDURES

When establishing user fees for a particular program, the Commission will use the following fee determination formula:

$$\text{Fixed costs} + \text{variable cost} + 18\% \text{ administrative fees} \\ - \text{program subsidy} \div \text{number of participants} = \text{fee for class/program}$$

SCHEDULE OF PROGRAM SUBSIDY FOR USER GROUPS

| USER GROUP | % OF COST GROUP SHOULD PAY THROUGH FEES/CHARGES |
|-----------------------------------|--|
| Children (preschool-12 years old) | 60% |
| Teens (13-18 years old) | 70% |
| Disabled/Disadvantaged | 50% |
| Senior Citizens | 90% |
| Adults (19 and older) | 100% |

This schedule would be used only as a guide for minimum amounts which any particular groups would be expected to meet when establishing fees. Current programs which were exceeding this figure would not be adjusted down, budget support would not allow for this. This is only meant as stated as a guide for establishing fees and monitoring programs not living up to our policy.

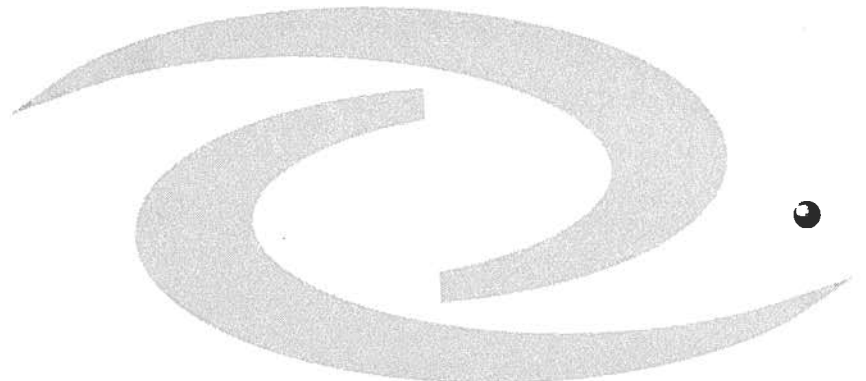


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MEMORANDUM

TO: DRC BOARD MEMBERS
FROM: Derek Smith, Director of Administration
DATE: March 3, 2011
RE: PUBLIC DISPLAY POLICY

The DRC allows material from outside the organization to be displayed on the front bulletin board. Staff has drafted a policy for display of that information. The policy is designed to create consistency for what material is appropriate for that board.





Derby Recreation Commission (DRC) Public Display Policy

Purpose:

The purpose of these policies are to define the circumstances where the DRC will allow posting of printed material on the DRC public bulletin board.

1. Those individuals or organizations wishing to display printed materials on the public bulletin board at the DRC will submit them for review and approval to the Superintendent. No material will be placed on the board prior to approval of the Superintendent.
2. DRC will not display information for any goods or services related to a for profit organization.
3. DRC will not display general information or information relating to general fundraising for churches.
4. DRC will consider displaying church fundraising event material dedicated to specific causes on a case by case basis.
5. DRC will display items for fundraising or other events for local community organizations.
6. DRC may refuse to display items for dates or activities that may compete with existing DRC program or facility offerings.
7. All items on board will be reviewed periodically and will be taken down after events take place or the document has been on the board for a significant amount of time.
8. DRC staff will place items on board and decide appropriate location for all items on board.
9. DRC reserves the right to refuse to display any item for any reason whatsoever. Especially those items that may bring unwanted negative attention to the DRC or the community of Derby.



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MEMORANDUM

TO: DRC BOARD MEMBERS

FROM: Derek Smith, Director of Administration

DATE: January 25, 2011

RE: COMPUTING RESOURCE/SOCIAL MEDIA POLICY

The DRC has an existing computing resource policy. The policy was drafted several years ago and has been updated to include policy on various social networking sites (facebook, twitter etd.). The policy is as it appears is fairly standard language for policies out there. It does hold employees accountable for items they post on personal sites that affect the reputation of the DRC.

Text in black is existing policy. Text in Red is new Policy. Text with strikethrough has been removed from existing policy.





Derby Recreation Commission (DRC) Computing Resources/**Social Networking Policy**

Purpose:

The purpose of these policies are to define the proper use of the DRC's computing resources and the monitoring of such use.

Applies to:

All Derby Recreation Commission employees

General:

~~DRC computing resources includes all company owned computer hardware, workstations, software, networks and other related computer assets. Computer information systems are also included. Systems include, E-mail and the World Wide Web, commonly referred to as the Internet.~~

Employee Use of DRC Computing Resources:

Computing resources along with all DRC resources, are provided for DRC business use. Occasional personal use of DRC computing resources by employees may occur as management expressly authorizes without adversely affecting the interest of the DRC. Any personal use must not result in significant added costs, disruption of business processes, or have any other negative affect on the DRC. Employees using DRC computing resources for personal purposes are accountable for that use and must ensure that security and integrity of company information and property is not compromised nor harmed. Management may authorize personal use of the company computing resources within these procedures:

1. Use is infrequent and minimal.
2. Use is not related to illegal activity or conduct of an outside business.
3. Use does not cause harm or embarrassment to the DRC.
4. Use does not support the activity of an outside organization (e.g. religious, political, etc.) except as authorized by management.
5. Use is on personal time (before or after work) or lunchtime except as authorized by management.
6. Use does not interfere with company business, assigned duties and task; and does not adversely affect the performance of the employee, organization or function.
7. Use should result in no (or insignificant) incremental cost to the DRC.
8. Employees may not download or install software without authorization from the Superintendent and the Associate Superintendent responsible for software data.

Social Networking Sites

Derby Recreation Commission considers social networking sites (e.g. Facebook), personal web pages, twitter and blogs as ways of modern communication and self expression. Employees, who participate in these social activities, whether public or private, are often seen as representatives for our Commission whether they identify themselves as an employee or not. As an employee you are responsible for representing the Commission in a positive and professional manner. Any information that may be written or seen on these sites could have an impact on our Commission as well as other employees. Due to this fact, employees are required to abide by the following guidelines when participating in social networking.

1. Employees are to be respectful in all expressions made on social sites, and they are not to reference any clients, customers, other employees, or facilities without written permission from the involved party.
2. Employees are not to use obscenities, profanities or any language that may be considered inappropriate.

3. Social networking activities are not to interfere with the employee's job responsibilities.
4. Employees must not post pictures, videos, etc. of other employees or facilities without written permission of the involved party and the Commission.
5. Employees are not to use social networking sites or blogs to discuss or engage in conduct that is against company policies; including the Commission Drug & Alcohol Policy, Sexual Harassment Policy, and other Commission policies or guidelines.
6. Commission, Client, Competitors, or other affiliated organization's logos, trademarks, or materials are not to be used without written consent from involved organization.

Remember, your presence online reflects the Commission and you are to be aware that your actions captured through images, posts, or comments can portray an image of you as an employee as well as the Commission. Any employee to be in violation of this policy will be subject to disciplinary action, which may include termination. Derby Recreation Commission has the final say in what is deemed as inappropriate social networking.

Company Property:

All data generated using company-computing resources, except data generated by authorized personal use, is the property of the company. The data may be used by the DRC, without limitation, and may not be copyrighted, patented, leased, or sold by individuals or otherwise used for personal gain.

Appropriate Behavior:

All users of company computing resources will follow appropriate behavior that is consistent with the DRC's standards of business and ethical conduct and relevant policies.

Applicable Activity:

~~Any electronic activity, whether performed by an employee or non-employee, using company computing resources, is subject to these policies.~~

Monitoring:

Use of company computing resources and computer information systems is subject to monitoring and recording. Use of these systems constitutes expressed consent to such monitoring and/or recording. The DRC may monitor electronic activity for system maintenance or for business reasons, with or without notice to users.

All employees granted use of DRC computer resources will be provided with a copy of this policy. Employees using DRC computer resources must read and sign the following statement:

"I have received a written copy of the DRC Computer Resource usage policy. I fully understand the terms of this policy and agree to abide by them".

Name: _____ Date: _____



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MEMORANDUM

TO: DRC BOARD MEMBERS
FROM: Chris Drum, Assistant Director of Facilities
DATE: March 1, 2011
RE: Purchase Request – OAC Lockers

Staff would like to propose the purchase of lockers for the OAC locker rooms. We have acquired bids and specified lockers that are very similar to our current lockers at the DRC. The lockers are constructed of wood with a plastic laminate exterior shell. All lockers will be numbered, vented and include a metal hasp for locking with a padlock. We have received several inquiries from our members who have indicated that they would greatly benefit from having a locker at the OAC.

The following bids include 18 half lockers per locker room.

Legacy Lockers - \$4,773.00
 Salsbury Industries - \$5,948.00
 Pro Zone Lockers - \$9,103.00

All quotes include an estimate for shipping.

Staff would like to recommend purchasing the lockers from Legacy Lockers for the amount of \$4,773.00.

| LINE ITEM | BUDGETED | EXP TO DATE | BALANCE |
|--------------------------|-------------|-------------|-------------|
| OAC Capital Improvements | \$41,000.00 | \$2,622.09 | \$38,377.91 |



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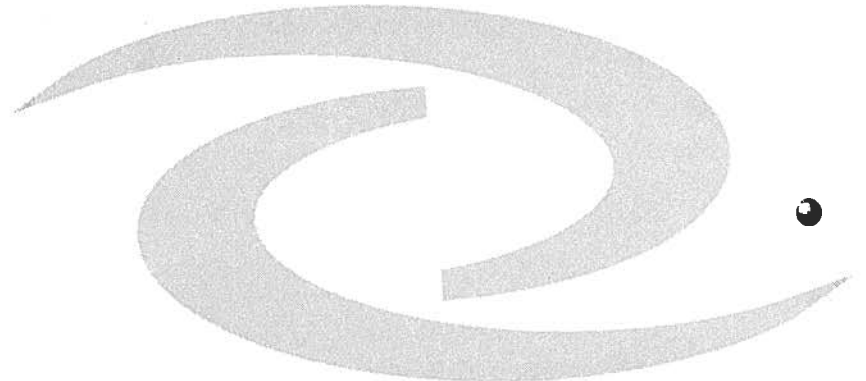
MEMORANDUM

TO: DRC BOARD MEMBERS
FROM: Chris Drum, Assistant Director of Facilities
DATE: March 1, 2011
RE: Purchase Request – Yellow Canopies

Staff would like to propose the recovering of the yellow canopies on the back patio and east patio. The canopies have become brittle with age and are starting to tear in several places. The back patio canopy has experienced more wear and tear than the east canopy but we would like to recommend replacing them both at the same time.

We have acquired a bid from Durasafe Products, who specialize in this type of awning, to recover both canopies for \$5,088.00.

| LINE ITEM | BUDGETED | EXP TO DATE | BALANCE |
|-------------------------|--------------|-------------|-------------|
| DRC Capital Improvement | \$172,000.00 | \$74,067.62 | \$97,932.38 |





Benjamin Jimenez
Assistant Principal, Athletic Director
801 E. Madison
Derby, KS 67037

January 7, 2011

Derby Recreation Commission
801 E. Market
Derby, KS 67037

Thank you for your generous donation of Rock River Rapids passes to our Derby Middle School parent organization to use as prizes for our recent fundraiser. We appreciate your continued support of our district schools.

Sincerely,

A handwritten signature in black ink, appearing to read "Benjamin Jimenez", written in a cursive style.

Benjamin Jimenez
Assistant Principal/Activities Director

JANUARY 14, 2011

Thank You

I WOULD LIKE TO TAKE THIS TIME AND THANK YOU FOR YOUR DONATION FOR SBEA'S CHRISTMAS PARTY. I UNDERSTAND THAT IN TODAY'S ECONOMY, IT IS BECOMING TOUGHER ON COMPANY'S TO STAY AFLOAT. YOUR DONATION HELPED US TO MAKE THIS YEARS BROAD AND STAFF CHRISTMAS PARTY AN EVENTFUL ONE.

THANK YOU AND I HOPE YOU AND YOUR STAFF ALL ^{Had} HAVE A VERY MERRY CHRISTMAS AND HAPPY NEW YEAR.

STEPHANIE L. PARSONS

ACTIVITIES DIRECTOR

SPIRIT/BOEING EMPLOYEES' ASSOCIATION

316-522-2996

Dear Frank,

1/13/11

Thank you for your continued commitment to helping people of all ages with developmental disabilities. After attending the follow-up dinner where I had the fortunate opportunity to meet and listen to the thoughts and ideas of the committee members and supporters (there were a lot!), I realized how important supporting these organizations were to all of them. I also noted the high level of respect they have

for you. You have quite a team helping you.

I'll let you know when we'll start the outdoor project. If you want to come by to see the "before" area, remember, you're always welcome!

Thanks for remaining a part of
KETCH.

Sincerely,

Kim Rozem