



ADVISORY BOARD
Meeting Minutes – October 15, 2013 - 5:30 p.m.
Leawood City Hall – Maple Room

Board members in attendance: Karen Ward Reimer (Chair), Lorrie Hamilton, Amy Vlasic, Doug Stevens, Dave Coleman, and Dave Harwood.

Board members absent: Bob Wright.

Council Liaisons present: Lou Rasmussen and Julie Cain.

Staff members present: Chris Claxton, Kim Curran, April Bishop, Brian Anderson, Dan Mahanke, Jeff Peterson, Shelly Pollock, Tonia Morgan, Vickie Rodriguez, and Brock Shafer.

Chair Ward Reimer called the meeting to order at 5:39 p.m.

Amy Vlasic made a motion to approve the September 10, 2013 minutes. Lorrie Hamilton seconded the motion. The minutes were approved unanimously.

Chair Ward Reimer asked staff to introduce themselves and the areas they are in charge of.

Kim introduced Vickie Rodriguez, the new Program and Facilities Supervisor. She is in charge of the Lodge, Community Center, 4th of July and tennis. She began September 23. Kim is pleased she has joined our staff.

Vickie reported that she is originally from Kansas City but lived in Colorado working in sports and athletics of the Parks and Recreation Department until recently when she moved back to care for her ill mother.

Chair Ward Reimer asked staff to introduce themselves since they haven't attended a meeting in a while.

Staff and Board members introduced themselves and gave a brief description of their responsibilities.

I. Old Business

A. Brook Beatty Park Progress

Brian provided an overview summary of the progress of the project.

Brian reported that the water service is installed; the drinking fountain is operating properly. The focus is working around the playground and sidewalk for landscape planting while working on the turf zones. They are within the budget and may have money remaining for a contractor to do the sod work. This may save time. They are also close to finishing the stone and column work. Everything is moving forward.

Brian met with the adjoining neighbor to discuss a property swap and the possibility of a potential separation area to avoid people trespassing in her yard. A portion of her property has a landscaped area wall that people often mistake as part of the park.

Chris added that a swap hasn't been finalized. They are determining what will work best. The neighbors initially requested an equal split of the drainage ditch but she isn't in favor of doing this. The City will have ownership of the creek but fence placement was requested on the interior side.

There are pros and cons for our maintenance department but is doable if it makes the most sense for long term maintenance. It is important that the legal documents of the transfer are stated clearly to avoid future misunderstanding regarding the property line.

David asked if there is concern regarding the creek or drainage ditch regarding erosion issues that could potentially get in her yard. Is the City assuming all responsibility and risk for management.

Brian replied that it hasn't moved or changed in the years he's worked here. He recommends installing a split rail fence on the east side of the drainage ditch to hopefully discourage children from playing in it. This will look nice.

Council Liaison Cain asked if we will stay within budget if a fence is placed all the way around.

Brian added that there is a possibility to stay within budget if we purchase grass and sod ourselves. We never promised a fence. The neighbor is under the impression that we promised a distinct barrier; this could be landscaping, a fence, or other options.

Chris reported that this is uncertain. A visual separation of property was a stipulation of the Planning Department. The separation of property needs to be visual.

Brian reported that the goal was to do most of the work in house when the budget was established.

Chris added that we need to research fencing options. She is in favor of spending 5k for the sod. If done right, it needs to be stripped and irrigation added. Twenty-eight percent of the budget is remaining. We should come in under budget for the entire project.

Brian added that we are moving positively regarding the budget even though the water service cost increased due to using an independent contractor to bore the area.

Chris reported that a lot of money was saved on the meter.

April asked if a dedication date has been determined.

Chris added that it should be within the next thirty days. She will contact the Mayor to finalize a date.

Brian reported that the plaque has been ordered and is scheduled to arrive November 11. The plaque has a headshot of the Fire Chief and a description of why it's called Brook Beatty Park. It will be centered off the sidewalk near the playground with landscaping and shrubs around it.

Dave reported that it may be darker and colder in mid-November but it is a good idea to wait until the plaque is actually installed regarding the importance and significance relative to the park and rededication. As Thanksgiving approaches it could be tied into gratitude and thanks for the services provided. The community expressing their respect during this time could be nice.

Chair Ward Reimer as well as other Committee members agreed. This is a nice suggestion.

B. Dog Park Progress

Chris reported that it was discussed at the last meeting for Continental to pull the fence line in to leave some trees and stay out of the pond area. We currently have 4.5 acres, which is less than initially anticipated but still a significant area. Dustin's crew will begin vine and understory removal once other projects he is busy working on are complete.

Chris added that they researched the concrete trail repair that needed improvement. The estimated cost to install the drinking fountain and dog bowl near the tee section underneath the creek is \$150

– 200 per sq. ft. It will be easily accessible from both sides of the trail as well as the basketball court. An alternate to expose and extend the line can be proposed if recommended by the Committee. This would be an additional cost to bore under and into the dog park.

Council Liaison Cain reported that it isn't a huge difference. Patrons will park there anyway.

Brian reported that this can be added later if the need arises.

Lorrie agreed. She is sure the park will be heavily used. She doesn't agree with spending additional funds at this time. Patrons will go by the water fountain and dog bowl twice once parked.

The Committee came to a consensus that it should be added later if needed.

Council Liaison Rasmussen asked if an entrance location has been determined.

Chris replied that it has. It will be helpful to determine once the area is cleared.

Council Liaison Rasmussen asked if a construction easement from Hallbrook has been received.

Chris reported that it has not.

Brian added that Brett will contact them once a final layout is determined.

Chris suggested that we promote opportunities for items to be donated. A lot of dog parks do this. It would be helpful to use our website and Facebook page. Plaques can be added to recognize those who donate. It can be nice if done tastefully.

David added that a good time to begin this is once the dog park is established. This is a good idea.

Doug asked if the Foundation will be a part of this.

Chris replied that they probably will. It may go through them. We never established a *Friends of the Park* because the Foundation has always been our mechanism for donations. They are donating a fence.

Council Liaison Cain recommended advertising for Parks and Rec as a whole. For example, the amphitheater and other areas. Donations can be received generically. It doesn't have to be dog park specific.

Chris reported that we are on target with an anticipated spring completion date.

Council Liaison Rasmussen asked when the clearing will be done to tour the basic outline of the park. It is important to remember that the shape of the park must be mower friendly.

Brian reported that they will begin clearing in the winter months. It will depend on snow removal. This should keep his crew busy. It should be ready to walk and view by February.

Council Liaison Rasmussen asked if the location of the shelter will be recommended at that time.

Chris reported that placement should be determined at that time. This is the same with the doggie waste stations.

C. Ironwoods Restroom/Amphitheater Progress

Chris reported that Continental is on target for the restroom. They should begin the first of November, end of December. We should be in good shape. Nothing has changed since we met last.

D. 123rd and Mission Trail

Brian reported that they are three weeks ahead of schedule. Most of the large trail failure work is complete. The storm water improvements will be installed soon. There will be five rock walls installed soon. They will work their way north until complete. Everything is moving along nicely. He's received a lot of inquiry calls from residents requesting clarification of the work being done.

Brian is pleased with the contractor who has avoided residents yards when using the heavy equipment moving through the easement. If the weather holds it may be complete in December and return in the summer to complete the landscape work.

Chris added that the trail on 119th is complete. They did a good job with the grade. It is nice. A photo will be taken and added to the website to make people aware that it can be used. This is a great connectivity addition.

Lorrie added that it is a great short connection to be able to cross under from the north to south side. This ties in well with the bike plan. She agrees it should be advertised. A lot of people aren't aware that it is there. It would be nice to have a connection on the other side as well.

Brian agrees that an interesting connection on the south side would be if a bridge could span the creek east of the shops on 119th to access the trail. This would be a nice connection.

E. Master Plan Meetings

Chris reported that the consultants are compiling information received. She is waiting to confirm when the presentation will be made to the Park Board. She will also find out they are missing any information needed. She is anxious to see their presentation to make sure it's easy to understand and flows well. They are also working with local consultants.

Chris added that the workshop went well. The tables were good with good groups. There was a lot of conversation. This was positive.

Chris asked Park Board Committee members who attended to provide feedback.

Dave reported that typically two Park Board members represented each group. There was a lot of information discussed. It was good education for some to see all the parks Leawood has to offer and what strengths each have. His group focused on each park bringing something unique to the City; none of the parks are duplicates. This is an advantage for the City.

Dave asked is the scope the physical parks or the recreation portion of our department as well.

Chris reported that the scope was written as they physical part only. She is not in favor of this and expressed this in the meeting. You can't have one without the other. We may have a segway but they won't go into a total programming element. The things that get discussed with Council and Park Board in terms of what comes out of what we have and what needs improvement, especially when Ironwoods is discussed. She is concerned that there is nothing in the scope that they are master planning Ironwoods Park. If we want to do a master plan for the new forty-five acres or a re-master plan for the entire thing, this will be outside of our scope.

Chris reported that she plans on adding this information to the website for people to access and receive updated information.

Dave added that he is referring to the overall concept that Leawood is large enough that we need a community center or they may be able to suggest something vital we may need compared to towns

that they have observed across the country, for example, an indoor pool, etc. Is this included in the scope. Or, will they look at the parks only and suggest a lacrosse field, as an example.

Chris replied that there will be some statistical data will be included. They will show the inventory based on the standards. It will be at the discretion of Council if they decide to act upon it. The purpose of the master plan is to talk about the future. They will take in consideration what exists around us and what the opportunities are. She was glad to see people in the groups that use our parks and programs on a routine basis.

II. New Business

A. Staff Reports

Vickie reported that she is learning Rec-Trac and her new position. She has been busy receiving inquiries about potential wedding receptions. Unfortunately the majority of calls are turned away because the dates are unavailable. She has a lot to learn.

Shelly reported that Freaky Fall Fest was held Friday. She is grateful for Julie, Lorrie and Amy judging the costume contest. There were seventy-seven entries. Four-hundred, twenty-one wrist bands were sold. Many attended without wristbands which increased the overall total participants. The petting zoo was a nice addition. It was clean and well liked. Moving back to the Freaky Fall theme without going to the extreme was very positive. She received a lot of compliments. We have an amazing staff as well as volunteers who help. Brains crew and the Fire crew are also amazing. All are a fun crew to work with. Those who participated in the trunk or treat event were pleased and expressed an interest to participate again next year. It was a great event.

Shelly reported that Holiday Lighting is Monday, November 18, 6 p.m. A dance group, singers from St. Michaels Elementary School as well as the Leawood Singers will perform. They are working on additional power so the lights can go to the top of the tree.

Shelly added that Breakfast with Santa will be held Saturday, Dec. 7 at the Lodge.

Lorrie reported that it would be nice to have a family theme costume category for the contest. She saw many families dressed up together in amazing costumes as a group, for example, a little boy was a bag of money and mom and dad were the cops and robbers and another family were dressed up as pirates and a wagon transformed into a pirate ship were great, the little girl was a cute but when the children entered the contest alone, it wasn't the same. These particular groups would have had a better chance of winning if entered together.

Committee members agreed. A group category would be a great addition.

Chris added that she too, agrees. We want to encourage new categories. We noticed, this year more than ever that this is an event for families with children under ten years of age. Best group can also be added.

Council Liaison Cain reported that the categories could also be advertised on the Facebook page or website.

Brian reported that the Bicycle Pedestrian Master Plan consultants have been busy gathering data. A rough draft with a layout of a bicycle and pedestrian route system will be available the end of October. To date, ninety-four online surveys have been completed. Many responses received are from active cyclist. He would like to have more. Please encourage those you know to complete it. A broad input would be helpful for the consultants to understand what people like or what designs they suggest.

Brian added that the Sustainability Advisory Board volunteers each have schools they are connecting to and meeting with. Last week was International Bike to School Day, six schools participated, and over four-hundred students participated throughout the various schools. The Leawood Police Department has a presence at each school to promote safety.

Brian reported that the Justice Center is moving forward. The trees will be planted soon. The focus is working on the front of the building from the entrance. Their move in date is November 4.

Brian added that we received a donation from the Kansas City Metropolitan Bicycle Club. It is a post with tools permanently attached with cables and bike pump included with a hook to hang your bike on a rack while in use. This is a nice donation.

Council Liaison Rasmussen asked if we've lost track with the goal of the Bicycle Committee to have recreational biking for shopping purposes etc. to the bicycle racers. Are a lot of clubs racing in Leawood, and are there regulations that bicyclers must have lights or wear reflective costumes. He's received a lot of complaints and has also noticed this on many streets. We need to make sure we aren't losing sight of what we were trying to accomplish. Are safety regulations enforced.

Brian reported that to his knowledge he isn't aware that this is being done. Some roads aren't set up for cycling and many ride in traffic. The police are in charge of enforcing rules. We don't have anything above and beyond requirements of the state in terms of being visible. Per Kansas law they need reflectors. The consultant who prepared the cycling portion expressed the need to determine a bicycle route to take the rider off of Lee Blvd while utilizing a combination of adjoining streets with no traffic. As this goes forward, it may be a bike route for a casual cyclist.

Council Liaison Rasmussen asked Chris to provide him a copy of the applicable regulations in terms of safety and visibility for the City of Leawood if any are available. He is concerned.

Chris reported that she will provide the information.

Kim reported that she is in process of interviewing for the front desk Recreation Technician position. The former employee retired. Seventy-one applicants were received; they interviewed three so far. Another interview is scheduled for Thursday. She hopes to fill the position soon.

Kim reported that the First Tee Program is done for the fall.

Kim added that she has been busy working on 2014 forms in hopes to get a head of it. She has also been busy updating the newsletter and slide show displayed in the recreation department.

April reported that they are in rehearsals for Harvey. Tickets are on sale at the front desk in the Parks and Rec Dept. It is going to be a great show.

April reported that the Stage Company held their annual retreat planning goals for the upcoming year. This was successful.

April added that they are preparing to interview for the first show of 2014. The call of directors will go out soon for next summer show.

April reported that an art show will be held Friday at the Rice Gallery to benefit the Arts Council.

April also reported that the Art in Public Places group is in the process of seeking an artist for the outside corner of the Justice Center. All have toured the sight. They will present proposals in the next few weeks.

April added that she's had fieldtrips at the Schoolhouse recently.

April reported that the Schoolhouse will be open the same time as Breakfast with Santa as in years past. The Schoolhouse participated in the trunk or treat portion of Freaky Fall Fest. It was a great time. They will participate again next year.

April reported that they are at the end of the Lifestory Classes for adults. It was a good class.

Jeff reported that the Nature Center has been busy updating displays. They have many species as well as a lot of mounted animals with a lot of low cost exhibits. It has been busy with birthday parties, scout programs, fire ring rentals, as well as families. The busy season of the cabins ends soon. It was a good season.

Jeff added that Dennis Jones, the Outdoor Recreational Specialist has been busy with the Challenge Course. He is researching a bouldering option wall for possible future expansion. The annual inspection is scheduled for October 29. Maintenance and TWP will apply total wood preservative to the course the first week in November.

Jeff reported that he is involved in the Kansas Master Naturalist headed up by the Kansas University Extension Services. It is a class of twenty-five graduates who attend a training course on trees, mammals, rocks, etc. Once completed each are placed in community as volunteers. They have worked with Brian and Dustin. They have been very helpful. It has been a good year.

Dan reported that soccer is ongoing. There are one-hundred twenty-five teams consisting of fifteen hundred players. He has been busy with pictures and awards. He is also working on setting dates for camps that will be held next year.

Council Liaison Rasmussen reported that at the last meeting he brought up the fact that he received a call from one of his constituents who was unhappy that they were unsuccessful placing their child on a team. Has there been any further discussion or progress made to assure Leawood residents have priority regarding team placement. This is important for those paying taxes.

Dan reported that this can be done. But, we have to keep in mind that it could depend on practice times/nights etc. He is uncertain what happened in this particular situation as he wasn't at the meeting when discussed but kindergarten teams as well as four and five year olds are created last to assure all are placed if the registration forms are submitted. He is happy to research options.

Chris reported that Dan does his best to place players. A lot has to do with timing and dynamics. Progress hasn't been made and it hasn't been addressed but it will be discussed when the season dies down.

Dan agreed. There are very few he is unable to place. He does his best to make sure all have the opportunity to play on a team on our league.

Council Liaison Rasmussen reported that this isn't the problem. Those he spoke with are very complimentary of Dan and his work. This is a problem that has to be solved.

Chris reported that she is happy to work with Dan to address alternatives to address this concern. We can report back in January, prior to spring registrations.

Brock reported that he is working on winter/spring classes.

Brock added that four hundred participants ran in the 5k race. This was a great day.

Brock reported that summer camps went over well. Changes were made to be able to accommodate many families.

Chris reported that they discussed possibly scaling back the size of the program guide. We won't give up the guide totally but doing so will help minimize postage and printing cost. A mailer was created to advertise upcoming programs and mailed to 10,000 Leawood residents. They concentrated on areas with young families. One area focused on Parks & Recreation events; April and the Arts Council advertised on the other side. The next one may focus on camps and the aquatic center for the summer. The golf course may also do one to promote the clubhouse expansion. She worked with Cityguide; the owner resides in Steeplechase. They did a great job with the layout. Those who received the flyer were encouraged to bring the card in to different events to receive free items. *She passed around a flyer.*

April encouraged Committee members to bring them to the performance of Harvey. She would like to track how many people saw the advertisement.

Lorrie reported that she liked it. It was nice to have a front and back option versus flipping through a multi-page program guide.

Amy reported that it caught her eye. It is nice.

Council Liaison Rasmussen reported that the guide notified patrons when to register. How will this information be conveyed on a flyer.

Chris reported that the flyer is to catch the attention. Anyone can contact the Parks and Recreation Department for more detailed information. We are encouraging people to alternative methods of communication. Information is available on the website, and Facebook.

April reported that the postal rates continually increase as well as the printing cost. It is good to look at alternatives.

B. Misc.

Dave reported that he and David represented Leawood at the REI opening. He asked if anyone is 135th Street projects. He's received e-mails regarding this but he would like more information.

Council Liaison Rasmussen reported that he and Council Liaison Cain are on the Committee.

Brian reported that the final Public Input meeting will be held Thursday, 7:00p.m. at the Lodge. It will be great to attend the meeting to receive updated information. They talked to landowners and adjacent residents to find out what type of development they would like to see. There is a website link on our City website that allows you to ask questions and post comments about what you would like to see. It is an avenue to consider future development.

Dave asked if there are any opportunities to gain parks.

Brian reported that there was a discussion regarding green space and what people prefer. It hasn't been determined that it will be city maintained park land. The direction the consultants are receiving is it will be developer provided.

Council Liaison Rasmussen reported that the consensus of the Council is there will be a higher density along the corridor than has ever been permitted in Leawood. The closest comparison is Park Place. There are provisions for public facilities in the overall plan that have been contemplated along the 135th and 137th. We've come a long way in the past fifty years. We've grown from very small commercial to large and now multiple use facilities such as Mission Farms, and Park Place. We are researching the next stage in hopes to introduce interconnectivity between the communities. This could be pedestrian sidewalks, bicycles, and transportation centers. We are seeking as much input as possible.

April agreed. The survey questions ask pertinent specific information.

Dave reported that he appreciates the information.

Chair Ward-Reimer thanked staff for coming tonight. They do an excellent job. It is appreciated. All Committee work would be for not without great staff people to carry it out. The Committee gave a round of applause for all their hard work.

Chair Ward-Reimer also thanked the Board. They are great. Everyone is committed and involved. She appreciates them. It is fun and she enjoys being on the Board.

C. Next Scheduled Meeting Date – November 12, 2013

The next meeting will be held November 12, 2013, 5:30p.m.

Dave Coleman made a motion to adjourn the meeting. Amy Vlasic seconded the motion.

The motion was approved unanimously.

The meeting adjourned at 7:56 pm

Respectfully submitted,

Chris Claxton, Director
Parks and Recreation Department