



**ADVISORY BOARD**  
**Meeting Minutes – November 12, 2013 - 5:30 p.m.**  
**Leawood City Hall – Maple Room**

Board members in attendance: Karen Ward Reimer (Chair), Amy Vlastic, Dave Coleman, and Dave Harwood.

Board members absent: Lorrie Hamilton, Doug Stevens and Bob Wright.

Council Liaison present: Lou Rasmussen    Council Liaison Absent: Julie Cain.

Staff members present: Chris Claxton, Kim Curran, April Bishop, Tonia Morgan and Brian Anderson.

Chair Ward Reimer called the meeting to order at 5:33p.m.

Amy Vlastic made a motion to approve the October 12, 2013 minutes. Dave Coleman seconded the motion. The minutes were approved unanimously.

**I. Old Business**

**A. Brook Beatty Completion/Rededication**

Brian reported that it is complete despite a few odds and ends. The sod went in yesterday. The focus moving forward is installing the plaque and the solar panel used to control the irrigation.

Brian introduced Dustin Branick, Landscape Supervisor. Dustin and his crew have been working diligently to complete the landscape work; he thanked Dustin for a job well done. The dedication is scheduled for Nov. 23, 11:30 a.m.

Chris added that Dustin's crew worked a lot of long hours.

David asked if the plaque will be received by the dedication date.

Brian replied that he has the plaque. He would like to build a stone base to hold it prior to the dedication but is uncertain if he can get it done.

Chris reported that the homeowner adjacent to the park suggested giving us more property but his wife requested payment since they are providing us with more than we are giving them. Further discussion is currently stalled at the direction of the City Administrator until final completion of the park.

Chris added that there are plans to add another bench after the first of the year. The current one was donated by the Hobbs family.

Chair Ward Reimer added that she drove by recently and noticed a group of maintenance workers eating lunch; testing it out and enjoying the park on their lunch break.

**B. Bicycle/Pedestrian Plan Update**

Brian reported that the second Steering Committee meeting was held last Friday. The consultants presented a review of work to date and indicated that all field review is complete. An impressive map of the sidewalk survey showing areas that need improvement was also displayed. The Public

Works Department will have a complete inventory of our sidewalk system and provide them the ability to coordinate a plan- When street work will be done nearby and an idea of priority needs to focus around schools and business connections. Bike routes and recommendations are beginning to emerge. It is standard for our Public Works Department to spend \$100K annually repairing sidewalks.

The consultants are considering incorporating a labeled recreational 15-30 mile ride on safe Leawood streets displaying a special logo posted along the route. This is an option and a neat idea not only for a transportation system for biking but because we have a large amount of recreational cyclist. He is pleased with our Steering Committee.

David suggested if incorporated, it should be named *The Leawood Loop*.

Brian also reported that the Sustainability Advisory Committee asked that the consultant provide a presentation about the bicycle and master plan at the HOA meeting, which they agreed to.

Chris asked what the next step will be.

Brian reported that the Steering Committee will meet more often to decide on the design. Leawood has some nice wide residential streets with low traffic that won't require spending a lot of money or require significant change other than adding paint on the street and signs to identify it as a bike route (Bicycle Boulevard). There are also streets with improved infrastructure (143<sup>rd</sup> Street) that would be cross-city connector routes. Recommendations will be made to determine the type of improvement the facility should have and if it should be a bike lane or a 10 ft. wide shared use path, based on the amount of traffic the roads receive. They will provide design suggestions and prioritize the system by researching how to make them more bicycle safe.

Chair Ward Reimer asked if a timeline has been determined. Will a presentation be held with the public and the entire City.

Brian added that this will be done after accepted by Council. The document should be complete in April of 2014.

David reported that April will be a great time of year to unveil this. Many will be enthusiastic to emerge from winter hibernation at that time.

Brian added that it is also traditionally bicycle month.

### **C. Dog Park Updates/Timeline**

*Chris passed around a handout and gave an overview of the proposed timeline.*

Chris reported that she, Dustin and Brian finalized the timeline and determined equipment and supplies needed for his crew to begin working. They will begin on Monday, December 2. The plan is to be far enough along with details to present it the Planning Commission in early March. Approval is needed before the cart path, trail path or bench pad work can be done. They are planning to put the water by the trail split. The ADA upgrades to the west and concrete will be added off the trail into the actual culvert area. A nice concrete mount by the split will include the drinking fountain will be added to avoid a muddy area while watering, washing dogs or filling a water bottle. A water line will run to the split and drinking fountain will be installed.

Chris added that they also discussed what will be done in the treed area. The area will have a significant amount of mud and weeds with a lot of undergrowth as before if nothing is done after dead trees, vines, and noxious weeds are cleared. She advises installing the fence at the same time to protect the property and then install the furnishings, benches, shade structures, dog waste stations, and signage. It may be best to wait for fall to do any overseeding (if done at all) work in

the open area. This will allow a week or more to visualize it and decide if additional work is needed instead of waiting closer to opening day. An event may also be planned to coincide with it. Brian met with Corey the Property Manager for Hallbrook and Brett of CCE while Chris was at the NRPA Conference. It looks positive for them to agree to provide a permanent easement and some additional acreage sooner than anticipated.

Brian reported that if received the total acreage for the fenced in dog park would be 5 acres+.

Chris added that they are planning for a late spring opening but it will be sooner if time permits.

Amy reported that this is great; she thought it wasn't coming to fruition until the fall.

Chris reported that they are receiving calls. She will include a small piece of information in the upcoming program guide to notify people it is coming soon.

David asked if there is a potential of a soft opening on May 23, for the Memorial Day weekend.

Chris reported that this is unlikely; but it can be considered if we are ahead of schedule at the time.

David added that this is why he suggested a soft opening and offer the public a chance to use it and a great amenity to begin summer. This is a great weekend where everyone is trying to get outside.

Chris replied that this will be done if it is complete. The spring weather is so much more volatile. This is also a flood area.

Dave asked if everything has been agreed upon regarding the fence.

Chris reported that it has. She is favoring a perimeter path. You can see the open space but the wooded area isn't visible. They shouldn't be able to get out but this could be a concern. She may present this to the Council and an option including costs.

Chris added that there is a possibility to come in under budget or remain at budget with Dustin's crew doing a lot of the work. Staff is able to install the fence but this will depend on project priority. It may make more sense to contract this out. It will be hard to pull crews away in the spring when they are getting the parks ready.

Chris reported that she is appreciative of the Leawood Foundation's initiative to fund all of the covered seating areas. Each cost \$1200. Their four initiatives for this campaign are park related. They would like to replace the playground at City Park and make it inclusive; finish the educational signage at Gezer Park and install signage at I-Lan Park to help people understand the relationship with the sister cities.

Dave reported that he noticed some parks in the school district are lighting their playgrounds. Leawood Elementary and Cottonwood Trail have lights on timers.

Chris reported that this is interesting. It may be a security issue.

Amy asked why anyone would light the play area at night.

Chris reported that sometimes it helps to prevent vandalism. This happened in Shawnee Parks and Recreation and at Brookwood School.

Tonia reported that this was also done at a school in Blue Valley.

Chris will visit Leawood Elementary to see how this is done.

Chris reported that there is a lot of work to do on the Dog Park moving forward.

Amy asked if “Barks in the Park” will coincide with the opening.

Kim reported that they are considering partnering with us for this event in the future. Like other events, it has run its course and could use an upgrade.

Chris reported that she joined several dog park friend groups online around the country; as a result, she receives many newsletters. Some special events held are very interesting and are used to help fund and/or make improvements and provide different activities.

## **II. New Business**

### **A. Staff Reports**

Dustin reported that he and his crew finished the landscape work at Brook Beatty. They are also working on planting annuals for next year, cleaning landscape beds and winter pruning. Pink bulbs will be planted in the City Hall court yard soon. They will also plant daffodils on a few areas along the trail. He recently reserved rental equipment to begin clearing the dog park. His crew will decorate the Christmas tree at City Hall next week.

Council Liaison Rasmussen asks if there is a warranty on landscape items.

Dustin reported that there isn't a warranty on wholesale items purchased for projects completed internally. The trees purchased for the Justice Center have a one year warranty.

Kim reported that the outdoor season is winding down; the soccer season is finished.

Kim added that the challenge course passed its inspection; Dennis does a nice job keeping it safe and structurally sound. The yearly total wood preservative was added on each structure last week. Sod was recently added around the t-wall by Dustin's crew and is a good improvement.

Kim reported that the Holiday Lighting Ceremony is Monday, November 18 at 6p.m. The weather is predicted to be 55 degrees and beautiful. The Leawood Singers and St. Michaels will sing, and Dancerz Unlimited will perform.

Kim also reported that Breakfast with Santa is December 7. The Nature Center and Oxford School Open Houses are the same day.

Kim reported that Brock is busy working on field trips for Holiday Camp. Lego Land was added as a new trip this year.

Kim added that staff is gathering information to include in the winter program guide. The guide will be added on the website when released. They are also updating forms for 2014.

April reported that Harvey was a huge success. All three performances were packed. It was the first time performing a comedy. Interviews for the Director of the next show will be in April.

April added that the Arts Council currently has calls out for Arti Gras artists. New additions this year are jewelry artists as well as an Arti Gras Junior category. Interested artists should contact April. Information is also on the website. The due date to submit is mid-December. The *junior* awards will be on Saturday afternoon of the event weekend.

Chris added that the *junior* category will be a good addition and a great opportunity to branch out. The event is free this year to hopefully encourage art purchases. The money will benefit the Leawood Foundation.

April reported that the Foundation receives 30% of the purchase price of all art pieces sold. They are hoping people will spend the money normally spent to purchase a ticket on art. The difference will be getting people in the door.

Amy asked if artists pay an entrance fee.

April reported that artists pay \$25 to enter three pieces of art. There isn't a fee for junior artists. Letters were sent to all teachers in Blue Valley and Shawnee Mission school districts. She will have an art day project with the Holiday Campers and they will be able to submit those pieces.

April reported that she will host the Holiday Traditions event the same day as Breakfast with Santa.

April reported that they are in the process of interviewing artists for the Justice Center. The third of four artists will present tonight.

Brian reported that his turf crew is working on soccer fields. The fields will be repaired and fresh sod will be added to bare spots. They will aerate and fertilize them. The goals and nets were put away.

The drinking fountains that aren't four season fountains have been turned off for the year. The sprinkler systems were also winterized. The Nature Center floors were waxed and the Lodge floors will be done once a date is coordinated.

Brian also reported that the landscape and sprinklers are being installed at the Justice Center. There is a lot of work to be done.

Brian added that the rain caused a two week set back, which put them behind schedule on the 123<sup>rd</sup> & Mission trail project. The creek work should be complete within the next two weeks. The target is to have the hard structure done by year end. The landscaping will be completed in the spring.

Amy asked if a lot of landscape is disturbed when the work is being done.

Brian reported that it is impossible to auger in and experience soil spills from twenty feet deep holes without being disturbed. A lot of it is still standing but probably damaged. As much dirt as possible will be removed but unfortunately the area is damaged.

Brian reported that he toured a large tree nursery in our metropolitan area and found great natural trees that are normally difficult to find. This will be a great resource if needed moving forward.

Brian added that they recently began another trail bridge project south of College that goes towards the park due to an abutment eroding and damaged by high water and flooding. The same contractor working on 123<sup>rd</sup> Street obtained a change order to make the repairs. Rock was moved down the creek channel to create a dry space and stack retaining wall blocks, with concrete on top and behind were added so the abutment won't erode.

Brian reported that a Committee was resurrected today compiled of members from Fairway, Mission, Olathe, Overland Park, Prairie Village and other surrounding cities in Johnson County. It was good to hear what other towns are doing and what they are working on. A popular discussion was better signage on trails. He would like us to consider Indian Creek Trail and Tomahawk Trail to be more unified with signage that makes more sense to trail users and notifies users where things are. They also discussed what will be defined as a trail on maps. One City considered five foot sections of path a trail. They agreed that the standard is a minimum of 8ft. if multi use. Some

will revise their trail mileage. Good things came out of the meeting. They will meet three to four times yearly.

Dave agrees; this is needed. It would also be nice to have signage with open space between different trails that identify how they connect. Recently he and Lorrie went separately to the trail at I-Lan Park and the portion that stops underneath at Overland Park gives no direction of where it goes. This is really confusing.

Amy agrees. This is very confusing.

David reported that he's seen a yellow brick road trail system used where a trail ends at the gap. Gold colored bricks are set in concrete to guide users to the next portion of the trail. They are low maintenance and permanent. This system could be used in Leawood.

Dave reported that if done, it would follow the Kansas theme of the yellow brick road.

Chris reported that the winter/spring guide will be out the first week of December. Information is included about the dog park and the master plan.

Chris also reported that bids for the Ironwoods rest station will go out November 21 with a December 19 opening date.

Chris added that she is working with the task force on the golf course clubhouse expansion project. A meeting is scheduled for Monday to discuss the preliminary pricing estimate. She would like to compliment new staff member Vickie for selling the Oak room and new clubhouse on dates when the Lodge is booked.

Chris reported that she will receive the 2014 CIP information from the Finance Department soon. She and Brian discussed addressing the low water crossing at 117th Street. We experience high levels of water depending on the severity of the flood. Crews spend a lot of time cleaning up when this happens. The other area of concern is at Ironwoods near the switchback trail; it also floods and gets a lot of debris.

Chris added that she was glad the representative from Town Center attended the bicycle pedestrian master plan meeting; he is really engaged. Previous managers haven't been as involved. It may be nice in the future to discuss a bridge behind the Town Center Crossing shops across the creek into Tomahawk Park.

Chris reported that she, Kim and Dan met to address Council Members Rasmussen's concern regarding soccer registrations. The plan moving forward gives a good advantage for residents.

Kim reported that registration dates for Leawood "individual" residents and teams is November 4 to December 16, which gives residents a six week advantage. Others can register December 16 to January 29, which is also six weeks. The new registration timeframe will be promoted as well.

Chris reported that this is a good place to start. It will be monitored to see how it is goes. Questions or concerns can be directed to her so she can understand the issue and try to work with staff for a resolution.

## **B. Misc.**

Dave added that he and Doug represented Leawood at the Kansas City Metro Parks and Recreation Board and Commission Dinner held recently at Starlight. They sat with Blue Valley and discussed current updates and priorities in each City. Blue Valley discussed the idea of partnering since our

constituencies overlap. They try to steer away from doing the same things we offer unique classes etc. that other entities aren't focusing on. Coordination is important.

Chris reported that she was unable to attend this year but enjoys the event. It is good for our board members to be able to talk with those from other agencies. She and the director from Blue Valley have talked on several occasions regarding partnering when opportunities arise. We have each found good niches and are trying to not duplicate services. It was recently discussed to resurrect the group of agencies that met in the past several times per year. There are a lot of dynamics between the agencies. She thanked Dave for his report and attending. Blue Valley is also in the process of updating their Master Plan and Chris, along with directors from Olathe and Johnson County were interviewed by their consultant.

Chris added that coincidentally she is on the KRPA Administrative Branch this year and asked our Master Plan consultant, Chris Camp, to present a session at the KRPA Conference in January on the topic of "How to Play Nice in Your Own Backyard". He will discuss how to create effective relationships between agencies and how to work with public and private sectors to do what's best for their constituency first.

**C. Next Scheduled Meeting Date – Date 10, 2013**

The next meeting will be held December 10, 2013, 5:30p.m.

David Harwood made a motion to adjourn the meeting. Dave Coleman seconded the motion.

The motion was approved unanimously.

The meeting adjourned at 6:31 pm.

Respectfully submitted,

Chris Claxton, Director  
Parks and Recreation Department

**A. Presentation of "Draft" – Phase I Revised Master Plan (Lose & Assoc.)**

*The presentation was held after adjournment of the official Committee meeting. Minutes weren't taken during this portion of the meeting. The plan will be presented to the council at an upcoming work session yet to be scheduled.*