



ADVISORY BOARD
Meeting Minutes – June 9th, 2020 - 3:00 p.m.

To reduce the likelihood of the spread of COVID-19 and to comply with social distancing recommendations, this meeting of the Parks and Recreation Advisory Board was conducted remotely using the Zoom media format. The meeting was livestreamed on [YouTube] and the public could access the livestream by going to www.leawood.org/.

Board members in attendance: Chair Karen Ward-Reimer, Kim Galbraith, Greg Williams, and JoLynn Hobbs.

Board members absent: Gary Swanson, Bob Wright, and Amy Vlastic.

Council liaisons present: Chuck Sipple and Julie Cain.

Staff members present: Holly York, Chris Claxton, Kim Curran, Brian Anderson, and Camille Sumrall.

Chair Karen Ward- Reimer called the meeting to order at 3:00 p.m.

A roll call vote was taken to approve the minutes. The minutes were approved unanimously by all members.

I. Old Business

A. Update on Pool Operations

Holly informed the committee that the bid for the footings of “Women of The World” and “Inspiration” would be opening up again in the next few weeks. The bid has been restructured to include more specific work details and remove some of the specs to help possibly lower the cost.

Chris added that the initial bids they received from three companies were very high in terms of cost. The bids also included aspects and costs of the projects that could be done in house, by the City. She stated she believed we could still have both pieces installed by the end of the year.

B. Update on Footings for Art Pieces

Brian stated that this project has been delayed due to COVID-19 but he is working with the design engineers on ramping back up the process now that the stay at home order has been lifted. Before the COVID-19 shutdown, they were still working on designing lighting for the tunnel under Roe. They are still working with the Sunrise Assisted Living Facility on an accessible path from their back door to the trail.

Council Liaison Cain stated that at the City budget meeting they discussed spending money conservatively this year because of COVID-19. She stated they are pushing

back several road projects in order to be fiscally responsible. She asked if this trail project should be pushed back in order to be fiscally conservative.

Chris stated that the project total would be approximately \$850,000, which is not an extremely large compared to others like road projects. She stated that for the next year the special park fund will be reduced to \$600,000 versus the typical budget, which is 1 million per year. She stated there might be additional money to use in the park impact fee, which has a balance of approximately \$200,000. Chris stated that she would like to reevaluate upcoming projects at the July Parks and Recreation Advisory Board meeting.

C. Update on Trail Design from City Hall to Parkway

Chris stated that Brian Anderson, Public Works Director David Ley, and she interviewed three design firms with aquatic building experience. Following the interview, they made a recommendation to use SFS Architecture. She stated that she received the first round of proposal for design fees and she believed the costs were high and not in line with the project budget.

Brian stated that he believes the initial round of fees may be high because they discussed additional elements that may or may not be a part of the project. An example would be the suggestion of a birthday party room at the facility, which would add additional costs like HVAC. These suggestions may or may not be incorporated into the final project, but may have influenced the cost of the design fees. SFS will send over initial cost estimates, and then staff will then decide what will fall in line with the budget.

Council Liaison Sipple asked if the cost estimate is for hours worked or percentage of the project total.

Brian responded that it is a combination of both fees. Many aspects of the project were bid as a not to exceed estimates, which resulted in higher estimates and a worst case scenario. Brian added that there is a 9% fee for the architecture design plus an additional fee for any kind of specialized engineering including civil engineering.

Chris added that this project is a Design/Bid/Build, which allows for more flexibility. She added that the building needs to be replaced as soon as possible.

Kim Galbraith asked if Chris had asked other Kansas Parks and Recreation members if a 9% fee is accurate.

Chris stated she spoke with David Ley, Public Works Director on design fees and typically fees range from 8%-11%. She felt with the complexity of the project that this fee range was fair. Unfortunately the current % they have calculated is based on a total that is too high for our budget.

D. Update on RFQ for Design of Pool House Replacement

Brian stated that 20 firms submitted their qualifications for the projects. They narrowed it down to three firms. He spoke with several other cities to see what companies with whom they have had a positive experience.

The three firms are:

1. Dake Wells
2. PGAV Architects
3. SFS Architects

These companies all have experience with building a parks maintenance or public works facility. They hope to interview the firms in early July.

Council Liaison Sipple asked what the budget for the design is.

Chris stated that we have 1.2 million for design, and about 10.5 million for construction.

Council Liaison Cain asked if a subcommittee would be started to choose the firm.

Brian stated that he the City Administrator directed to involve staff only.

Council Liaison Sipple asked if the site for the building would be next to the Public Works building so both buildings can share resources.

Brian stated they might be able to re-plat the two lots since they are adjoining. They will certainly look at options that can benefit both buildings.

Council Liaison Cain asked if due to COVID-19, there have been any suggestions to reduce the budget amount or change the timing for the project.

Brian stated that they discussed having to move back the project due to COVID-19 but no final decision was made. He stated that the staff spends an enormous amount of time moving equipment because they do not have a facility. He also stated that they have had several large pieces of equipment stolen because they do not have a facility to store all of the equipment.

Chris stated that a lot of equipment is being left out in the elements, which can have the potential to reduce its useful life.

E. Update on RFQ for Design of New Parks Maintenance Facility

F. Discuss CIP for Parks and Recreation 2020-2025

II. New Business

A. Discuss Council Decision on July 4th Fireworks

Chris stated that the City Council really wanted to provide fireworks for the community, and staff and Council Members worked diligently to test several locations for fireworks visibility. They determined that the best spot, with a large enough radius for safety to set off the display would be at Leawood City Park as usual. After viewing from about seven different locations, it was decided that the 4th of July Celebration in the Park would be canceled, as the display would not be able to be seen well from outside the park. Allowing people to come into the park was not an option due to COVID-19 social distancing requirements. The City may

still offer a modified celebration in the park event over Labor Day weekend depending on several factors including how the COVID-19 pandemic progresses.

B. Discuss Plan for Reopening Parks and Recreation Facilities and Programs

Kim stated that the pool will be opening on June 15. It will be open to Leawood Residents only this year. There will be three time sessions that residents can sign up for, in advance, online. The session times are 11:30 a.m. - 1:30 p.m., 2:30 – 4:30 p.m., and 5:30 to 7:30 p.m. Each session will be limited to 150 people, and all high touch surfaces will be sanitized in between sessions. There will be a roster at the front desk of people who have registered to check-in. There will be no chairs, but people can bring their own. There will be concession offered with pre-packaged food and drink only.

Chris added that Olathe and Lenexa have done similar plans for reopening their pool. She will share with the board the link to the FAQ page for the aquatic center.

JoLynn asked if residents may walk-up and register if the session is not sold out.

Kim stated that for now we will not allow walk-up. Having walk-ups would cause a backup at the front desk that would not allow for proper social distancing and, we would not be able to check to confirm that they are Leawood residents.

Chris added that we will continuously re-evaluate the process but for the first several weeks, we will only allow preregistered residents.

JoLynn stated she thought the staff has done a great job of finding compromises, and appreciates everyone's efforts in opening the pool.

Kim stated we are still offering many of our programs that have been modified with social distancing including tennis lessons, T-Ball, Balloon Tree Camp, Half Day Nature Camp, and swim lessons. We have also opened The Lodge at Ironwoods for tours on Wednesday nights. The Challenge Course and cabins at Ironwoods will be closed at least until August 1st.

C. Staff Reports

Holly reported the following:

- The Leawood Stage Company had to cancel their spring production of “Civil War” and their summer production of “Drowsy Chaperone”. They are doing several virtual shows including “Much Ado About Nothing” that will be broadcast on their Facebook page on Friday, June 12.
- Summer Art Camps begin in July.
- Grinnin’ and Groovin’ kids concert series was rescheduled to Tuesdays in July.
- Oxford Schoolhouse Tales begins in July at the Oxford Schoolhouse
- The Leawood Arts Council has recommended purchasing “Skywriting 1” which is currently on loan and located to the west of City Hall. They are working on finding a location that utilizes its kinetic ability.

Kim reported the following:

- Working on reopening plans including opening several facilities and starting summer programming safely.
- Hired a new Aquatics and Special Events Supervisor: Anna Albright.

Brian reported the following:

- Several of his staff members are making Plexiglas sneeze guards at all city locations.
- Working on opening playgrounds back up to the public. They are still working on the drainage issues at the Gezer Park playground and are hoping to open it up in the next few weeks.
- Working with portable restroom contractor to start cleaning the portable restrooms on the trail more frequently.
- Working on an area of the trail that has been affected by erosion.
- Leawood City Park pond project has been completed and many residents have commented that they are happy with the project.
- They are working on striping portions of the trail. This will help with keeping bikers and walkers on separate side of the trail.

Council Liaison Sipple asked about the progress of the bike landing in City Park.

Brian stated that the project is on hold due to staff being busy with COVID-19 items like sneeze guards.

Chris reported the following:

- They have been working on the faded banners. They will be replacing the faded banners with the extras that were originally printed. KC banner will do the replacement. They are also working with KC banner on reprinting the banners with better quality materials that do not fade.
- Working on revamping the department program guide moving forward with uncertainties regarding COVID 19.
- Several of our instructors are retiring including our Developing Dancers Teacher: Tina, our Zumba instructor: Rose and our Belly dance instructor: Suzie. Recreation Supervisor, Brock Shafer, is look for replacement instructors for these classes.

Council Liaison Cain asked to reconvene the banner sub-committee as soon as possible. She was disappointed in the outcome of the quality of the banners.

Camille reported the following:

- Working on starting an email marketing campaign including a newsletter via Mail Chimp.
- Working on reformatting the Fall/Winter program guide.
- Working on Social media content.

III. Miscellaneous

A. Damage to Art Piece- Pastoral Dreamer

Chris stated that “Pastoral Dreamer” suffered significant damage to its face of the bronze surface believed to be from the zip ties used to secure masks that people have

put on the artwork or possibly from kids using rocks. Holly will be working on language to discourage people from touching the artwork.

B. Vote on Name for 89th and Sagamore

Greg Williams made a motion to approve the name of “Old Leawood Crossing” for the green space at 89th and Sagamore. Kim Galbraith seconded the motion; the motion was approved unanimously via roll call vote.

C. Police Question and Answer on website

Council Liaison Cain stated that she is very proud of our Police Department. They have put a very informative question and answer section on the City’s homepage. She added that the City of Leawood’s Police budget is 17% of the total City budget, which is far less than many other cities.

JoLynn added that she though the Police Department did an excellent with reviewing camera footage for training opportunities.

D. New Fire Chief Colin Fitzgerald

Chris stated that she is very happy to share that the City has appointed Colin Fitzgerald as the new Fire Chief Colin Fitzgerald. He has been an excellent resource in dealing with the COVID-19 pandemic.

E. Next scheduled Meeting Date

The next meeting will be held July 14, location and timing to be determined.

Kim Galbraith made a motion to adjourn the meeting. JoLynn Hobbs seconded the motion. The motion was approved unanimously via roll call vote.

The meeting adjourned at 5:00 pm.

Respectfully submitted,

Chris Claxton, Parks and Recreation Director