



**LOUISBURG PARK AND TREE BOARD
MEETING MINUTES
Monday, February 13, 2017**

The Park Board of Louisburg, Kansas met at 6:30 p.m. in the City Hall Council Chambers with Chairperson Bob Bazin presiding.

ATTENDANCE

Board Members: Michael McClellan and Wayne Knop

City Council: Kalee Smith

City Administrator: Nathan Law

City Staff: Jean Carder

Recording Secretary: Rusty Whitham

Visitors: Holly McLain

Item 1: PLEDGE OF ALLEGIANCE

Item 2: ADOPTION OF THE AGENDA:

A motion was made by Wayne Knop to approve the agenda. The motion was seconded by Michael McClellan. Motion carried 3-0.

Item 3: APPROVAL OF THE MINUTES:

A motion was made by Michael McClellan to approve the minutes from the October 14, 2016 Park and Tree Board meeting. The motion was seconded by Wayne Knop. Motion carried 3-0.

Item 4: PUBLIC COMMENTS:

Persons who wish to address the Park Board regarding items not on the agenda may do so at this time. Speakers will be limited to three (3) minutes. Any presentation is for informational purposes only. No action will be taken.

NEW BUSINESS ITEMS:

Item 5: A discussion with Holly McLain from the Louisburg Library concerning Summer Bash 2017 events. These events hosted Louisburg Library will be held city parks.

Holly McLain, representing the Louisburg Library, presented the proposed schedule of event hosted by the library. All events will be held in the City Park.

Michael McClellan asked if the library has coordinated with the First Baptist Church to ensure that there are no scheduling conflicts. Holly McLain replied with yes.

Nathan law asked if the Library was going to have a Bike Event this year. Holly McLain replied with no.

Wayne Knop asked what is expected to attend these events. Knop wants to ensure that there are enough porta-johns in the parks to supports the attendees.

Holly McLain stated that there has never been an issue with porta-johns in the past. The single porta-john that is permanently stationed in the City Park has been sufficient to support the number of attendees at these events in the past. McLain requested that the city ensure that the trash cans are emptied and grass freshly cut prior to each event. Below is the list of events with expected attendance.

- Saturday June 3, 2017 – 10th Annual Music in the Park, City Park – Expected attendance 100-200
- Saturday June 10, 2017 – 3rd Annual Theater in the Park, City Park– Expected attendance 100-200
- Saturday June 17, 2017 – 2nd Annual Art in the Park, City Park - Expected attendance 50-100
- Saturday June 24, 2017 – 1st Annual Movie in the Park, City Park - Expected attendance 50-100

No further discussion occurred. Wayne Knop made a motion to approve the “Summer Bash 2017” events sponsored by the Louisburg Library in City Park. The motion was seconded by Michael McClellan. The motion passed 3-0.

Item 6: Discussion concerning scheduled repairs to the Aquatic Center before the May 27, 2017 opening.

Nathan Law explained that the Aquatic Center is currently in the second year of a four year maintenance program. Law mentioned the city focused on the slides last year. The slides were professionally inspected and repairs were made as needed. This year the major focus will be on the diving board. The City Council will be discussing if the board will need to be replaced. The City has received three bids:

- Swimming Pool KC – (\$21, 052.23) – Experienced residential pool installer.
- Continental Pools Inc. – (\$23,000.00) – Experienced commercial pool installer.
- KC Gunite Inc. – (\$21,650.00) - Experienced commercial pool installer.

Law ended by mentioning that staff will keep the Park and Tree Board abreast of any major maintenance issues that occur at the Aquatic Center. The discussion ended. No formal action was taken by the board.

OLD BUSINESS:

Item 7: Discussion concerning recent brush clearing at Ron Weers Park.

Staff explained that they’ve recently received multiple phone calls from people concerned about the clearing occurring along the lake. It was noted by some people that the clearing is too aggressive. The two volunteers doing the clearing were contacted by staff and were asked to stop. They were questioned if they were interested in doing some work on the trails in L/Y Park.

They indicated yes. All work at the lake ended and now the two volunteers are cleaning and tree trimming along the trails in L/Y Park.

Staff then explained that Chuck Golba and Boyd Akins (Residents of the Lake Subdivision) offered to plant new trees at the lake as replacements for trees that were killed by beavers last summer. It was suggested that 4-6 maple trees be planted. See attached recommended species of maple trees. Golba and Akins recommended planting the new trees along the southeast side of the lake near the dam. They offered to provide the labor if the city would pay for the trees and materials to do the planting.

It was also suggested to purchase an Indian Majestic Crabapple Tree for the round house. Currently there is a tree that is falling down and needs to be replaced. The Majestic Crabapple Tree was selected because it's a hardy species and will do well in direct sunlight. The pink leaves on the Majestic Crabapple Tree will contrast nicely against the white round house. Golba and Akins offered to plant this tree as well.

The Park and Tree Board members were in favor of purchasing the 4-6 maple trees for Chuck Golba and Boyd Akins to plant. Nathan Law mentioned that the cost of the trees and materials is well within his purchasing power so no vote will be needed. All board members agreed that this proposal be presented to Jack Kline for review prior to the procurement of any trees.

Item 8: Discussion concerning the replacement of ballfield dugouts at L/Y Park.

The Park and Tree Board reviewed the plans submitted by Michael McClellan to replace both dugouts on field "A". See attached plans. After some discussion a motion was made by Wayne Knop to remove and replace both dugouts on "A" field with the following stipulations:

1. The city shall remove existing dugouts and purchase all materials needed to replace the structures. The cost for materials shall not exceed \$5,700.
2. The city shall coordinate with USD416 (Shop Class Instructor) to build new dugouts in accordance with submitted drawings. Shop Class labor shall be used to construct the new dugouts.

The motion was seconded by Michael McClellan and passed 3-0.

Item 9: Compile a punch list of items that need repairs and cleaned in the parks. This list will be used by City workers as a spring checklist. This list will also be used for volunteer groups that want to do work in the parks.

All agreed that all Park and Tree Board Members shall review their respective areas of responsibility and submit a list of items that need to be repaired this spring to the board.

REPORTS:

Item 10: Jean Carder will discuss a grant that was recently awarded to city to update the Master Trails Plan.

Jean Carder explained that the City was awarded a grant for \$30,000 from the Mid-American Regional Council (MARC) to update the City Master Trails Plan. The City is obligated to contribute \$5,000 towards this update. Carder went on by mentioning that the Request for Proposals (RFP) should have been sent out today.

The consulting company will study the City's Master Trails Plan and determine where our shortfalls are and determine the best ways to connect all our trails together so they make a complete trails system. A major aspect of this study will determine the feasibility of connecting L/Y Park with other parks into a comprehensive Master Trails System. This study should also include a study of our city sidewalks.

This consulting service should schedule at least two public hearings to gather community input. They will also solicit inputs from the Park and Tree Board. They may also require a steering committee to be formed for additional assistance with this study.

No further discussions occurred concerning this topic.

Item 11: ADJOURNMENT:

A motion was made by Michael McClellan to adjourn the meeting. The motion was seconded by Wayne Knop. Motion carried 3-0. The meeting concluded at 7:48pm.

Submitted by Rusty Whitham
Recording Secretary