



**Louisburg Park & Tree Board Meeting  
Monday, April 8, 2019 at 6:30P.M.  
City Council Meeting Room  
215 South Broadway**

**AGENDA**

**Item 1: PLEDGE OF ALLEGIANCE**

**Item 2: ADOPTION OF THE AGENDA:**

**Item 3: APPROVAL OF THE MINUTES:**

- Minutes from the March 11, 2019 Meeting

**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 concerning a request from the Heart of America Fly Fishers to schedule their annual fly fishing tournament at City Lake on Saturday June 1, 2019 from 8am to noon.

**OLD BUSINESS:**

**Item 6:** Finalization of the Master Parks Plan.

**REPORTS:**

**Item 7:** Individual area of responsibility updates:

- Bob Bazin (Chairperson)
- David Maddax (Aquatic Center)
- Ernie Reinhart (City Park)
- Wayne Knop (Ron Weers Park)
- Jack Kline (Forestry Manager)
- Michael McClellan (Lewis-Young Park)
- Diana Moore (Louisburg Rec Commission)
- City Administrator

**Item 8:** Adjournment



**LOUISBURG PARK AND TREE BOARD  
MEETING MINUTES  
Monday, March 11, 2019**

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

**ATTENDANCE**

**Board Members:** Wayne Knop, Dave Maddax, Michael McClellan and Ernie Reinhart

**City Administrator:** Nathan Law

**City Council:** Thorvald McKiernan

**City Staff:**

**Rec. Commission:** Diana Moore & Greg Prettyman

**Recording Secretary:** Jean Carder

**Visitors:**

**Item 1: PLEDGE OF ALLEGIANCE**

**Item 2: ADOPTION OF THE AGENDA:**

A motion was made by Ernie Reinhart, seconded by Michael McClellan, to approve the agenda. Motion passed 4-0.

**Item 3: APPROVAL OF THE MINUTES:**

A motion was made by Michael McClellan, seconded by Ernie Reinhart, to approve the minutes from the Feb. 14, 2019, Park and Tree Board meeting. Motion carried 4-0.

**Item 4: PUBLIC COMMENTS:**

No public comments

**NEW BUSINESS ITEMS:**

**Item 5: Annual Selection of Board officials** – Wayne Knop moved to keep all positions the same with Dave Maddax as liaison to the Aquatic Center. Michael McClellan seconded. Ernie Reinhart noted that Lee Baer, former Parks board member, was the chairman pro tem. Wayne amended the motion to nominate Jack Kline as chair pro tem. David Maddax seconded. 4-0.

**OLD BUSINESS:**

**Item 6: Fence/Bench installation at City Park** – City Administrator Law informed the Board that the City Council requested the Park Board come up with a fence or barrier of some kind between the newly installed playground equipment and S. Fourth Street. Staff researched and found prices for fencing or benches to be used as the barrier and provided those to Park Board to review. Administrator Law said benches would need to be anchored in concrete and suggested the Board consider benches as they would be more functional. Staff thought three or four benches should sufficiently cover the space. Chairman Bazin asked if bushes should be planted

between the benches. Wayne Knop said he does not like the fence idea – there is too much maintenance with trimming, mowing and leaves getting caught in the fence. Staff noted the differences in the benches in the information provided in the packet. Ernie Reinhart asked if there is a bench standard. Administrator Law said that each area has similar benches – the downtown area has benches that have a more historic look, benches around the Lake trail are recycled plastic, benches near the Ron Weers playground were donated and are wrought iron benches. City Park could definitely go with a historic style bench since it is the traditional park.

Chairman Bazin asked if trash cans should be placed near the benches. Staff noted that was discussed but was concerned of any smells associated with trash located near the benches. Ernie Reinhart said the park has 2-3 trash cans and that should be sufficient.

Ernie Reinhart moved that 3 or 4 of the Carnival style benches in Lexington green be purchased at an approximate cost of \$1,676 per bench to be used as a barrier. The motion died for lack of second. Wayne Knop again stated he has problems with a fence and would rather not see any barrier. Board had discussion. Ernie Reinhart moved that if Council deems a barrier necessary and would so choose to purchase benches, the Park Board recommends the appropriate number of Carnival benches in Lexington green. Dave Maddax seconded. Wayne Knop asked what a fence would cost. Staff noted that was in the packet of information and 140 ft. of coated 4 ft. chain link fence would be \$2,000-\$2,500. Ernie Reinhart said as the city park liaison he would discourage any additional fencing in that park as it is a small park already and adding fencing would further partition it more. Wayne Knop was not in favor of spending that kind of money on benches or fencing. Chairman Bazin noted that benches would allow adults to sit and watch their children play. David Maddax and Ernie Reinhart voted yes and Michael McClellan and Wayne Knop voted no. Chairman Bazin cast the deciding yes vote. Motion passed 3-2.

**Item 7: Master Parks Plan** – Administrator Law reviewed the priority list and asked the Board to come up with a short- and long-term recommendation based on the estimated prices associated with each item. Ernie Reinhart said he put the figures into a spreadsheet and noted that to make all improvements the low number is \$1.1 million with the high number at \$4.4 million. He reported that City Park comes in at \$90,000 low and \$126,000 high; Lewis-Young Park is \$755,000 low and \$3.8 million high; Ron Weers Park is \$231,000 low and \$451,000 high.

Wayne Knop said the top three items at Ron Weers Park does not change. He would like to move the sledding area to No. 4 above the fishing dock. Michael McClellan said LYP's top four items stay the same. Ernie Reinhart said City Park priorities stay the same.

Chairman Bazin asked what the cost would be if the Board chose the top item from each park. Ernie Reinhart said the low figure is \$320,000 with the high at \$3.2 million. Michael McClellan said he thought the estimated price of the ball fields is too high and said just making new fields natural grass rather than turf greatly reduces the price of the fields.

Chairman Bazin asked when the pool debt is paid off this year what money would be available to go to the other parks. Administrator Law said that depends on what Council determines as the needs for the pool. Administrator Law explained that the original sale tax for the pool called for the money to go to the pool construction and its maintenance and operations. Chairman Bazin said he thought that once the pool is paid off that money then goes to the other Parks. Administrator Law said he has no knowledge of any type of agreement and refers to the language in the original pool financing. Chairman Bazin stated he is against spending any additional

money at the pool except for regular maintenance and operations. Park Board had discussion concerning the pool.

Wayne Knop asked if the City could survey the community about helping to prioritize parks projects and include that survey in the City newsletter. Administrator Law discussed what questions could be asked as part of a survey. He said the survey would not ask again the questions about the pool. This survey would be focused on the other parks. Michael McClellan said the number of people that use the parks is far greater than what uses the pool and for more months out of the year. He thinks we should invest in the other parks and bring them up to current acceptable standards. Chairman Bazin asked what is the dollar amount to maintain the pool and what would be left over after capital improvements. Ernie Reinhart said in looking at the 2017 Audit on the City's website that pool expenses are \$250,000 per year. The Board asked how much the sales tax brings in each year and Administrator Law said about \$400,000 per year. Chairman Bazin asked how much of that money is available to do any of the other parks projects. Discussion commenced. Administrator Law reminded the Board that not all monies are needed up front to complete any parks projects, especially the larger projects such as ball fields. He said that money can be debted over a 20-year period. Administrator Law said some of the smaller projects could be completed this year. More discussion on the survey occurred. Administrator Law said Staff is not opposed to producing a survey.

Michael McClellan said if two new fields were built and the other two fields were refurbished he could guarantee rental money for the fields to be used as overflow fields with tournament teams coming down from the metro area. Ernie Reinhart said the fields would have to be nicer than what Heritage offers to get teams to come here. Louisburg Recreation Commission Director Diana Moore said LYP fields are on par with Heritage fields.

Ernie Reinhart suggested the Board approve three or four short-term projects and then survey the community on other priority projects. Chairman Bazin asked for a motion to send the top three items from each park list to the Council along with the other priorities. The top three items from each park include: City Park – picnic shelter, asphalt walkways, landscape & signage; Ron Weers Park – trail lighting, expanding parking areas, replace aging play equipment/new equipment; Lewis-Young Park – four-plex ball fields, pave gravel parking, add jogging/walking trails connecting ball fields with soccer fields.

Wayne Knop moved to send the top three priority items for each park to the Council for consideration of funding and to include a survey of citizens on remaining parks priorities. Ernie Reinhart asked that each board member consider all the parks rather than their allegiance to their park responsibility and state what is the No. 1 park improvement on which the Board should focus. Chairman Bazin said his No. 1 item is always safety so he said ball fields would be his top choice. Ernie Reinhart asked again what the top priority should be: picnic shelter, trail lighting or 4-plex. All four members present said ball fields should be the Park Board top priority. Wayne Knop amended his motion to send the top three items from each park to the Council with the ball field improvements as the overall No. 1 priority item along with a survey. Michael McClellan seconded. Motion passed 4-0.

**Item 7: (con't) Park Reservation Policy** – Administrator Law went through the policy revisions based on the Board's comments from the previous meeting.

Discussion occurred on these topics:

- Michael McClellan suggested a small fee for the 50 and under camping. Staff recommended leaving the no camping fee. Board discussed and agreed.

- The Board discussed increasing the camping fees for non-local campers. The Board recommended increasing fees for non-local campers to \$25 for Tier 1, \$75 for Tier 2, \$150 for Tier 3, \$300 for Tier 4 and \$450 for Tier 5. The Board agreed to define local as anyone living in the USD 416 school district.

The Board agreed a reservation policy is desired for other park amenities. Discussion centered on what areas should be included. The Board determined that any park shelter or area could be reserved. The Board discussed not charging a reservation fee and have the park space reservations available to view the City's website. Wayne Knop said he would rather see a charge with Ron Weers because the park offers a better shelter area than the other parks. City Administrator Law suggested charging a small fee for any reservation.

Wayne Knop suggested renting Ron Weers Park for \$25 with a \$25 key deposit for 4 hours or \$50 rental fee for all day. Michael McClellan suggested \$10 for all other facility reservations. Churches or other local tax-exempt entity would be waived the fee, he said.

Wayne Knop moved to approve the policy as discussed. Dave Maddax seconded. Motion carried 4-0.

## **REPORTS:**

**Item 8:** Individual area of responsibility updates:

Bob Bazin (Chairperson) – no report

Dave Maddax (Aquatic Center) – no report

Ernie Reinhart (City Park) – asked if Council approved moving the small playground equipment. Staff said yes but Council wanted some type of barrier between the road and play equipment. He asked again about removal of the old swing set. Staff said it is on the list to be done this spring.

Wayne Knop (Ron Weers Park) – no report

Michael McClellan (Lewis-Young Park) – reported that the roof on the new dugout on A field is being checked as there may be issues with it. Concrete will be poured on C field dugout as soon as the weather cooperates. The parking lot next to B & C fields will need attention this summer. There is some washing through it.

Diana Moore (Rec. Commission) – reported that the LRC and Library is interested in hosting a Flick and Float at the Aquatic Center in late June.

City Administrator – no report

City Staff – reported there will be a work day April 13 in conjunction with Home Buddies and the Ministerial Alliance.

## **Item 9: ADJOURNMENT:**

At 8:25 p.m. Dave Maddax made a motion, seconded by Michael McClellan, to adjourn the meeting. Motion passed 4-0.

DRAFT