



**LOUISBURG PARK AND TREE BOARD
MEETING MINUTES
Monday, July 10, 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: Wayne Knop, Michael McClellan, Ernie Reinhart, and Jack Kline (Arrived 6:33pm)

City Administrator: Nathan Law

City Staff: Jean Carder

Mayor: Marty Southard

Recording Secretary: Rusty Whitham

City Council Representative: Kalee Smith

Visitors: Sam Long and Melody West

Item 1: PLEDGE OF ALLEGIANCE

Item 2: ADOPTION OF THE AGENDA:

A motion was made by Ernie Reinhart to approve the agenda. The motion was seconded by Michael McClellan. Motion carried 4-0. Jack Kline had not arrived yet.

Item 3: APPROVAL OF THE MINUTES:

A motion was made by Ernie Reinhart to approve the minutes from the June 12, 2017 Park and Tree Board meeting. The motion was seconded by Wayne Knop. Motion carried 4-0. Jack Kline had not arrived yet.

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. None.

NEW BUSINESS ITEMS:

Item 5: Sam Long would like to discuss a request to sponsor a Flea Market event at L/Y Park.

Sam Long and Melody West explained that they would like to sponsor a Flea Market in L/Y Park on September 23, 2017 from 8:00am - 4:30pm. They added that all proceeds from this event will be going to an organization called "Care for Kids". This organization will provide foster kids in Miami County with backpacks filled essential items that are needed while they are displaced from their homes. Items such as hygiene products, some clothing, and entertainment material will be included in the backpacks. Melody West mentioned that she had worked closely with "Girls on the Run" and in the past and stated that they provide similar backpacks for needy children. West explained that this worthwhile project was so successful with "Girls on the Run" that she wants to expand this idea to "Care for Kids" program. It was asked if "Care for Kids" is a nonprofit organization. West suggested that they are in the process of obtaining their 501(c3) status.

Sam Long stated that he would like to use the green space east of the tractor pull area for the Flea Market.

It was asked if there is an alternative date for the Flea Market in case they have to reschedule due to rain. Long replied with no.

Long mentioned that he expects to have 250 to 300 people attending the event with up to 100 vendors. It was asked how much will a vendor space cost. Long stated that the fee for a 10'x10' space will cost \$20.

Ernie Reinhart asked if this will be a recurring event. Long suggested if this event is successful this year they may consider sponsoring the flea market again.

Wayne Knop was concerned about rain during the event. He asked can the entire flea market be relocated to one of the parking lots in L/Y Park so that excessive mud can be avoided. Nathan Law suggested that the location of the flea market during excessive weather will be at the city's discretion.

It was determined that flea market will not interfere with any other scheduled events in L/Y Park.

After additional discussion Michael McClellan made a motion to approve the proposed flea market at L/Y Park. This flea market will be held on September 23, 2017 from 8:00am - 4:30pm with the following stipulations:

- The Sponsor shall complete Special Events Application and submit it to the City Clerk prior to the scheduled event.
- The Sponsor shall obtain sufficient insurance as outlined in the Special Events Application.
- The Sponsor shall acquire sufficient trash container and service at own expense.
- The flea market sponsor is responsible for all damages caused to the park as a result of this event.
- The Sponsor shall procure at least two Porta-Johns. One must be Handicap Accessible.

Jack Kline seconded the motion. The motion passed 5-0.

OLD BUSINESS:

Item 6: A discussion concerning a possible Dog Park at L/Y Park.

Jean Carder mentioned that there has been some discussion with city staff concerning a potential dog park at L/Y Park. Carder stated that if the Board wishes to consider this as a possible addition for L/Y Park it may be a good idea to request a line item with the City Council on the 2018 or 2019 parks budget.

Bob Bazin asked where is a good place in L/Y Park to construct a dog park. Carder suggested an area of park land just south of the Powell Observatory. The dog park would be accessed by using the road leading to the new flag football fields. Carder also added that this park would need to have fencing around it. It was mentioned that the suggested area is currently under a three year hay contract and anything that will be built must be on hold until the current contract has expired.

Wayne Knop wants to ensure that the board considers the large Boy Scout camp out that is held in the park annually. The Scouts use a substantial area of the park and whatever is built the board should take into account this event and their needs.

Ernie Reinhart asked what the cost is associated with constructing a dog park. Carder mentioned that a fence will need to be installed and that will cost some money but no full cost analysis has been done yet. Reinhart suggested that he would like to know the projected cost of the dog park and have the board establish a comprehensive priority list of park projects before they move forward. Michael McClellan mentioned that he would like to see improvements to existing facilities before something new is built. McClellan suggested that the ballfields need a lot of work.

Nathan Law stated that there has been some interest from the community for a dog park. Currently there are no areas within the city that are designated for strictly dog use and this is something that should be discussed at some point.

Wayne Knop mentioned that city property near the Aquatic Center would be a perfect place for a dog park. He feels the location is in town and more people will use it. It was agreed that there are pros and cons associated to both locations.

Jack Kline asked have we looked at any other municipalities that have established dog parks successfully and can we find out what worked for them. Heritage Park was mentioned.

Bob Bazin mentioned that he would like to see money spent on correcting safety issues in the park.

Most board members agreed to table this item until more information is available. No further discussion occurred.

REPORTS:

Item 8: 2017 Fishing Derby Report

See attached report provided by Sue Apple.

The estimated available budget for the 2017 Fishing Derby was \$5,000. Below are this year's expenditures:

Prizes	\$1,392.00
Porta-Johns 3ea	\$216.00
Advertisement	\$240.00
Coca-Cola Products	\$166.86
Sam's Club	\$243.06

Total \$2257.92

No further discussion occurred concerning this year's Fishing Derby.

Wayne Knop mentioned that the American Legion will be finalizing the Labor Day events with the city to include a resolution for alcohol within the next couple of days. Knop asked does this event need to be approved by the Park and Tree Board. Nathan Law replied with no and explained that the American Legion Labor Day activities are established events and there is no need to go through the Park and Tree Board. No further discussion concerning the American Legion Labor Day Parade and Tractor Pull occurred.

Ernie Reinhart handed out the attached revitalization proposal dated July 2017 to all members of the board. This plan outlines Reinhart's recommended improvements in City Park. This proposal is intended to facilitate discussion and to assist the board in creating priority a list of improvements within City Park. A lengthy conversation occurred with positive feedback from fellow board members. The discussion also included the current layout of the park. All agreed that the park needs a lot of updates.

Ernie Reinhart asked after the board discusses the proposed improvements to the City Park what is the next step. Nathan Law explained that the Park and Tree Board must agree upon recommended improvements with an approved motion. Once the motion passes the recommendation will be forwarded to the City Council for further discussion and possible placement into the next fiscal years budget. Law mentioned that the draft budget for 2018 is due on next Wednesday July 12, 2017.

Bob Bazin mentioned that there are a few items on Reinhart's revitalization proposal that could be done by a Boy Scout as an eagle projects. He suggested that the enclosures around the porta-potty (Opportunity #5) would be a potential eagle project.

Ernie Reinhart listed his top three priorities of improvements to be completed in City Park:

1. Replace two pieces of playground equipment at an estimated cost of \$30,000.
2. Install concrete walkways with an estimated cost of \$35,000.
3. Construct a picnic shelter with an estimated cost of \$25,000.

After additional discussion a motion was made by Ernie Reinhart requesting \$30,000 to be earmarked in the 2018 budget for the replacement of playground equipment in the City Park. Replacing the playground equipment is part of a multiyear comprehensive plan to revitalize the City Park. The motion was seconded by Jack Kline. The motion passed 5-0. This recommendation will be forward to the City Council for additional discussion and consideration.

Jean Carder mentioned that the Trails Plan Study was recently signed and approved. Staff will meet with the consultant group on Thursday July 13, 2017 to finalize the any open details. Staff will keep the Park and Tree Board informed on the progress of the study. The Consulting Group may form steering committees that that could involve 1 or 2 Park and Tree Members.

Item 9: ADJOURNMENT:

A motion was made by Michael McClellan to adjourn the meeting. The motion was seconded by Ernie Reinhart. Motion carried 5-0. The meeting concluded at 7:42pm.

Submitted by Rusty Whitham
Recording Secretary