

**Agenda**  
**Parks Committee**  
CITY of ROELAND PARK  
**Wednesday September 14th, 2017; 6:00pm-8:00pm**  
**Roeland Park City Hall**

**Committee:**

Cory Coe  
Jared Luebe  
Jennifer Provyn  
Jim Kanally

Kathleen Whitworth  
Patrick Franken  
Tyler Steele

**(Anticipated) Guests:**

Becky Fast (Council Liaison)  
Donnie Scharff (Public Works  
Superintendent)  
Emily Hage (Potential new member)

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*PURPOSE. The purpose of the parks advisory committee is to make recommendations to the governing body concerning city owned parks and parkland. The committee shall also act as a tree board to recommend regulations relating to the planting of trees, shrubs and other plantings upon city owned property; to promote beautification of the city and the protection of the public health and safety; and to provide for the preservation and removal of diseased tree, shrubs and plantings.*

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**I. Administrative**

A. Call to order

1. Amendments to Agenda
2. Approval of August minutes
3. Community Voices

- a. Carpenter Park concerns: mulch consistently all over sidewalk (can we use rock here?), low hanging branches over sidewalk (Attachment 1)
- b. Mr. Windsor:

“I am not sure that you were at the meeting last evening. However I do not think it was brought up that I want to borrow land next to the present two courts. I need a permit first for three months to raise money. I think if you just do two courts to see how successful the usage is wrong, unless someone is there all day.

Two courts can be used for tennis and the other two courts for POP Tennis. Update, I hope you read the paper yesterday about Pickeball and how is growing within our area, however it did not mention Roeland Park If I use the word POP Tennis with the USTA we might receive more money from them for four courts. .[”

4. Parks/Tree Donations

- a. Plaque from Joel Marquardt family (Attachment 6)

**II. Old Business**

A. Funds

1. Community Foundation: \$344 designated to Parks; \$1565 undesignated
  - a. Community Foundation Board working on grant process to apply for undesignated funds
2. 2017 Budget (with carryover from 2016): \$704.87
3. Total funds: \$344+\$704.87=\$1048.87

B. Tactical Urbanization Demonstration with Sustainability and Bike/Walk KC at Roseland Elementary back-to-school night, 8/10/17

1. Tyler and Jennifer: recap and feedback
2. Look for Laura’s article in the Roeland Parker

C. Parks Passport

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Meeting Dates for 2017:

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1. A Roeland Park winner! (Attachment 2)
  2. For our current winner, and then for future winners, how to award? Have City staff send the congratulations and certificate? Have the winner come to a Parks meeting and Parks present the certificate?
- D. Nall Park
1. Trail: any updates?
- E. R Park
1. Tennis courts update
    - a. RFP posted 8/28, closed 9/11 @ 10am (Attachment 3)
  2. Trail weeds and overgrowth
    - a. Huge improvement (Attachment 4)
    - b. Missed areas?
  3. Ad hoc committee: R Park Shelters Task Group (Patrick, Jared)
    - a. Jennifer made the temporary decision to keep the renderings private until the Committee could formally weigh in
    - b. Formal public presentation of shelter: Jennifer to suggest moving it back to November rather than pre-election
      - i. Concern that the shelter could become a political platform if released prior to the election; Committee must ultimately decide if Shelter Task Force should present in October or keep the originally planned presentation for November
    - c. Feedback re: trusses in shelter design
    - d. Updated renderings on track for November?

#### IV. New Business

- A. Potential new member (Emily Hage)
- B. Patrick plans
- C. 2017 priorities (Attachment 5 for Wish List)
  1. Granada Park: new benches -> are we ordering the benches this month?
  2. Granada Park: plinth removal (?)
  3. R Park: relocate dog waste bin from playground area to park perimeter: **COMPLETED (in Aug/Sep)**
  4. R Park: install bike rack (Oct/Nov)
  5. R Park: basketball nets (?)
- D. Nall Park
  1. Trial: Urban Trails is picking up the cost of brush removal
  2. Vegetation plan (e.g., rain garden, beds, roundabout) + R Park: outsource to landscaping company via RFP in 2018?
  3. Recycling in the parks initiative + Nall Park: are we ordering a bin this month?
- E. Juniper Pocket Park/Community Garden (Jennifer)
  1. Followed-up with Sheri and Teresa on general governance and usage (Jennifer)
- F. R Park
  1. First National Bank Community First nomination: found out 8/25 that we were not selected as a finalist
    - a. Thank you to Jennifer Murphy for the nomination submission; can reuse wording for future grants
  2. Bike/Run Event to all Parks in RP – potential event in spring 2018
    - a. Laura Steele (Sustainability, Bike/Walk KC) is leading efforts; contacted Race Day Timing Solutions and is reviewing a race director guidebook to outline next steps
    - b. Concept: fundraiser, community bridge, park awareness, health and fitness

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- c. Potentially designating the Parks and Trees Committee as the stated recipient of the money; have the money go through the Community Foundation (so it's a non-profit event)
  - d. Group meeting on 9/12 to discuss; we wanted to wait until after Parks had been briefed to meet
  - e. Planning group meeting 9/12 includes: Laura Steele (Sustainability; BikeWalk KC); Hilary Ceman (Ward 3; professional fundraising); Mike Kelly (Sustainability); Teresa Kelly (Sustainability Liaison; Councilwoman; Community for All Ages Champion for RP); Sarah Martin (CFI); Gretchen Davis (CFI); Jennifer Provyn (Parks)
  - f. Combine with other events, like Arbor Day?
3. Asphalt plan for bike training course – is this related to the potential Bike/Run RP Parks event?
- a. Partner with Sustainability and BikeWalkKC
  - b. Goal to present to Council in Q1 of 2018

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Attachment 1  
Carpenter Park concerns

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Attachment 2

Parks Passport Winner's Certificate:



**WINNER!**

**Ashley Muehlbauer**

Good for 2018 Superpass

OR

\$50 Parks and Recreation voucher to one  
of the six participating cities of your choice.

(Fairway, Leawood, Merriam, Mission, Prairie Village or Roeland Park)

EXPIRES SEPTEMBER 1, 2018

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Attachment 3  
Tennis Courts in R Park

Tennis Court RFP results:

- We only received one bid and it was for \$236,800
- five firms attend the pre-bid meeting
- one other firm sent a bid but it did not arrive until 9/12 (we cannot accept it) and it was \$194,000
- the City engineer's estimate was \$140,000
- our budget for the project is \$130k plus \$20k in grant funding
- SKW believes that the wet weather has contractors backed up and this kept them from bidding on a project that is intended to be completed yet this year
- plan is to rebid the project (in 2017) with a notice to proceed in the spring of 2018.
  - Fall/winter bids for spring work tend to garner better bids as firms are securing work to fill their construction calendars for the following year.

Downstream effects on USTA grant:

- USTA requires that we have a firm bid that supports the budget submitted with the application
- we will hold off on submitting the application to USTA until the next round of bids have been received.
- this will provide ample time for USTA to consider the grant and provide us notice of award before the spring notice to proceed date

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Attachment 4  
R Park trail update

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## Parks Wish List 2017, 2018 Draft #1.3

	A	B	C
1	<b>2017 Budget Allotment-\$20K</b>		
2	<b>Action-Fall 2017</b>	<b>Cost</b>	<b>Responsible Parties</b>
3	Nall Park Brush clean-up (\$2K spent)	\$2000 app.	City, BLVD, Urban Trails
4	Install bike rack in R Park with pad	\$500 app	PW
5	Relocate doggie bin in R Park away from picnic tables	\$300 app	PW
6	Remove damaged Granada piths and store	\$500 app	PW
7	Purchase and install 4 six foot benches 2 backed, 2 flat @ Granada with pads-Approved	\$4420 plus shipping	Parks, City & PW
8	R Park quarterly trail maintenance	\$500 app	City, PW
9	Replace two damaged basketball nets at R Park	\$200 app	PW
10	Purchase and install Nall Park dual trash & recycle bin	\$1515 plus shipping	Parks, City & PW
11	Expand lawn contract to include blow off of limestone trail in R Park and string trim trail @ mowing	\$500 app	PW, City, Lawn Service
12	Winterize park drinking fountains (3) & Nall Park restroom	\$800	PW
13	<b>Total</b>	<b>\$11,235</b>	
14	<b>Action-Spring 2018</b>		
15	Install Butterfly Garden at Nall Park	\$500 app	TBD
16	Renovate two islands east of Roe	\$2000 app	TBD
17	Purchase additional tree markers for new trees	\$30 each plus shipping, stakes and locks	TBD
18	Nall Park Grill replacement	\$200 app each	TBD
19	Purchase and install three new metal trash bins in Nall Park	\$2520 plus shipping	TBD
20	Nall Park Round about landscaping	\$1000 app	TBD
21	Add whimsical art piece at pool entrance	\$1500 app	TBD
22	Purchase and install 3 customized eight foot benches at Carpenter-Pads not required-Not Approved	\$4680 plus shipping	Council, Parks, City & PW
23	Plant and maintain island urns	\$500 app	TBD
24	<b>Move to Arts Committee</b>		
25	Replace urn on Island east of Roe	\$200 app	Arts & PW
26	<b>Move to Site Prep Budgeted for 2018</b>		
27	Lower manhole cover in R Park	Unknown	TBD
28	Fall professional aeration, seeding and fertilizing of R Park	Unknown	TBD
29	Grading in R Park for Soccer	Unknown	TBD
30	<b>Improvements as allowed</b>		
31	Nall Park teeter totter purchase	\$1200 app plus shipping	TBD
32	app=approximate		

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IN HONOR OF ALL CITIZENS WHO GIVE THEIR  
TIME AND RESOURCES TO OUR GREAT CITY.  
MANY REAP THE BENEFITS OF YOUR  
WORK & GIFTS. YOU MAKE A DIFFERENCE.  
THANK YOU!

~THE FAMILY OF MAYOR JOEL MARQUARDT~  
(A SPECIAL THANK YOU TO OUR GOOD FRIENDS  
THE DAVISES & GREBES)

Cast aluminum plaque

8" x 4"

Raised single line border

Cambria Math font, caps (needed a condensed version of Times Roman)

Minimum height of letters shown, can not make smaller

Edited copy

Satin face/ black field & edge /lacquer

Metal garden stake, 24" long, attached with machine screws at angle

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