

Minutes
Parks Committee
CITY of ROELAND PARK
Wednesday October 11th, 2017; 6:00pm-8:00pm
Roeland Park City Hall

Committee in Attendance:

Cory Coe
Jared Luebe
Jennifer Provyn
Jim Kanally

Kathleen Whitworth
Patrick Franken
Tyler Steele

Staff/Advisors:

Becky Fast (Council Liaison)
Donnie Scharff (Public Works
Superintendent)

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.

I. Administrative

A. Call to order

1. Amendments to Agenda: Becky Fast expressed concern for dwindling greenspace
 - a. Jennifer to research:
 - i. National benchmark ratio (for land locked cities) of park/greenspace to total land
 - ii. Roeland Park ratio of parks/greenspace to total land
 - iii. If gap, what percentage of mandatory greenspace per development closes the gap?
 - iv. What percentage of Roeland Park parks contain greenspace that is not useable (e.g., Nall Park, Cooper Creek)
2. September minute approved

II. Old Business

A. 2017 priorities (Attachment 2 for Wish List)

1. Granada Park: new benches + Nall Park trash+recycle bin: ordered in Sept; 9 weeks for delivery
2. Granada Park: plinth removal (Oct/Nov): Public Works removed one plinth and it was set upon a 12 inch concrete footer; Public Works on track to remove all plinths, remove concrete footers, and store
3. R Park: relocate dog waste bin from playground area to park perimeter: COMPLETED
4. R Park: install bike rack (Oct/Nov)
5. R Park: basketball nets COMPLETED

B. Budget

1. 2017 Budget: \$704.87 left in Parks discretionary fund
2. Goals for November meeting:
 - a. determine how to allocate discretionary fund spending
 - b. determine placement of Nall Park trash+recycle bin (need map of Nall Park with existing amenities)
3. Parks requested amount remaining in Maintenance Fund from Public Works
4. Public Works expressed concerns with the Wish List: staff encouraged Parks Committee to keep the Wish List for maintenance items, not improvements

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- a. Parks will insert column in Wish List to delineate (where possible) maintenance items from improvement items
- b. Parks will continue to include improvement items on the Wish List
- 5. 2017 monies generated from soccer leagues at R Park: Public Works confirmed this is going into a General Fund
 - a. Parks requested clarification from Public Works on what is meant by General Fund
 - b. Parks majority voted that the monies generated from Park use should be used for Parks maintenance and/or improvements
 - c. Parks considers this important issue as it will set the precedent for future use agreements (e.g., shelter rental, etc.)
 - d. Parks did discuss issues with having Parks be "self-generating" in terms of funding; it was expressed that this could be a slippery slope
 - e. Parks ultimately requested further clarification and guidance from Public Works (and potentially the City Administrator) on the matter; therefore, while Parks majority voted that the Parks-generated funds should be used for parks/greenspaces, Parks holds on that request until further information is gathered (from Public Works and City Administration)
- C. Nall Park Bike Trail
 - 1. Installation should begin 10/31
 - 2. No community clean-up event will be scheduled
 - 3. Jennifer to follow-up with Doreen (City Staff) on including pictures and updates in the next Roeland Parker newsletter
 - 4. Jennifer to follow-up with Kelley on including announcements via social media to the community that there will be construction at Nall Park starting 10/31
- D. R Park
 - 1. Tennis courts update
 - a. Goal is an RFP between Thanksgiving and Christmas with April 2018 construction
 - b. If Public Works did the tear-down there is the potential to save ~\$15k in costs; Public Works confirmed that they are actively exploring this option and that it does hinge upon the depth of the existing asphalt
 - 2. Ad hoc committee: R Park Shelters Task Group
 - a. Ad hoc committee will present to Parks in November
 - b. Parks will invite other committees to a later meeting (potentially December) for feedback
 - c. Goal is to present to Council and City Staff in February
 - d. Potential donor for one of the shade structures; Ad Hoc committee is following-up
 - e. Public Works noted that Staff is going to start working on researching other options for shade structures in the near future.
 - i. Parks was unclear what "other options" refers to; funding options? design options? Parks requested further clarification from Public Works

IV. New Business

- A. City no longer has a forester on staff
 - 1. City has an agreement with Custom Tree Care which outlines Arborist Inspection Services
 - a. Staff expects to use these arborist services moving forward at a cost of \$75/hr
 - b. Parks expressed concern at this cost
 - c. Parks requested from Public Works an understanding of the services that this arborist will provide and at what frequency
 - i. Will the arborist be visiting greenspaces x times per week/month?
 - ii. Is the arborist on-call for reported tree issues?
 - iii. Can we expect that the arborist will identify or mitigate new issues?

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- iv. Request to Public Works for the certifications of the arborist
 - v. Parks requested information from Public Works on when the remaining 2 trees on the City-wide planting plan will be installed (2 junipers in R Park)
 - vi. Public Works noted that they are working to determine who will own the future tree planting plans, etc.; Public Works anticipates having this information for Parks by January 2018
2. Tree City USA status
 - a. Staff is working to familiarize themselves with Tree City paper work
 - b. Parks requested that Public Works have a bulleted list of requirements for Parks by January 2018 meeting
 3. Arbor Day lead
 - a. Public Works noted that the lead has always been Parks Committee/Events Committee to staff's knowledge and should remain so
 - b. Parks noted that the City Forester had actually handled and provided direction to Parks for that event
 - c. Parks will determine internal action items for planning Arbor Day in 2018 after Public Works provides information on Tree City USA requirements
 4. Public Works confirmed that it will be responsible for the care of the City's young trees, including but not limited to: watering, fertilizing, pruning, mulching around the base and keeping the base clear of grass and weeds
 5. Parks is very concerned about the damage consistently being done to the City's trees (particularly the young trees) by the mowing crews of the company that the City is contracting for mowing
 - a. Public Works noted that this is already noted in contract and has been discussed with mowing contractor; that this is not a new concern for staff
 - b. Parks expressed even greater concern that Public Works is aware of the issue and that the issue is still not resolved
 - c. Public Works is meeting with the mowing company the week of 10/8 and will again address
 - d. Parks requested firm resolution and update at the November meeting
 6. Parks identified (via citizens) existing trees either diseased or currently infested
 - a. 2 trees on west side of R Park had an infestation that stripped the trees of leaves (one was Greenspire Littleleaf Linden); potential for moving to a 3rd tree that the previous Forester had been monitoring
 - i. Public Works noted that this is the first time that staff is aware of issue; Public Works will monitor and report back next meeting
 - b. Sterling Silver Linden at R Park has a split trunk
 - i. Public Works noted that this is the first time that staff is aware of issue; Public Works will monitor and report back next meeting
 - c. Fir tree at Community Center is losing needles from infestation or disease
 - i. Public Works noted that this is the first time that staff is aware of issue; Public Works will monitor and report back next meeting
 7. Parks is exploring portal or other mechanism for citizens to submit parks/trees issues to Parks (or Public Works)
 - a. The general concern is that without a forester actively watching trees issues could be missed
 - b. Public Works is diligent about correcting issues that they see in Parks, but they cannot see everything
 - c. Parks discussed having groups of people ``adopt`` parks and report any issues to Parks so that Parks can pass the information along; Parks discussed that having the issues go straight to Public Works makes sense, but Parks did not want Public Works to be inundated with email/requests/etc.

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- d. Parks to follow-up with Jan Grebe about the Dog Walkers group potentially keeping an eye out at parks when/if they regularly walk those parks
 - e. Parks will obtain pictures of damage to trees that has been caused by the mowing crew (or that has unknown causes) to document for the next meeting
- B. Juniper Pocket Park
- 1. Pocket Park requires: delivery of soil; water delivered for the tanks; City responsible for mowing
 - 2. There are gardens in the space that are used by residents
 - 3. The 4 residents who use the pocket park desire to be self-sustaining and where feasible, they do not want to have to seek monies or resources from the City for operation
 - a. Parks expressed concerns that this City park is not treated as other City parks
 - b. Currently, the City provides water. Is this documented somewhere for the City to do this? Whose water tank is it? Who bought it? Who is responsible for replacing it?
 - c. The Park looks more like an extension of someone's backyard than a Park; when Jennifer visited to take pictures she noted that she did feel as though she was trespassing
 - d. Parks determined that this park needs to be treated as other City parks
 - i. should have a clear delineation (like a fence) between the adjacent private properties and the public City park property
 - ii. should have Roeland Park branded park signage
 - iii. if this Park is to be treated as a community garden, then there should be more beds, better bed layout/design to optimize space and aesthetics, and that this option should be advertised to the community (much like the community gardens at the Community Center)
 - iv. Once the park is better branded then the issues of produce theft and dog waste (e.g., install dog waste bin) can be better addressed
 - 4. 2018 Goal: master plan for Juniper Pocket Park
- C. Roeland Park Run Event (still lacks official name)
- 1. Bike/Run Event to all Parks in RP – potential event in fall 2018
 - a. Race route has change; new link will be provided at next Parks meeting
 - b. Date selection; race timing services; identifying community partners; next steps will be covered at the 10/24 meeting

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