

**PARKS ADVISORY BOARD AGENDA
MONDAY, DECEMBER 1, 2025 4:00 P.M.**

- A. CALL TO ORDER** – Frankie Hull, Chairman
 - B. ROLL CALL**
 - C. REVIEW OF AGENDA**
 - D. CONSENT AGENDA**
 - 1. Parks Advisory Board Minutes – Monday, November 3, 2025
 - 2. Parks Accounting Worksheet – December 2025
 - E. COMMENTS**
 - 1. Comments from Public
 - Any citizen desiring to address the Board shall be recognized, advance to the podium, state his/her name and address for the record. Comments shall be limited to 3 minutes unless extended by a vote of the majority of the Board. Citizens may address the Board on agenda items as they are brought to the floor.
 - REGULAR AGENDA ITEMS**
 - F. PUBLIC HEARING(s), SPECIAL PRESENTATION(s), & PROCLAMATION(s)**
 - G. OLD BUSINESS**
 - H. NEW BUSINESS**
 - 1. Park Department Updates – December 2025.
 - I. COMMENTS FROM ADVISORY BOARD MEMBERS AND STAFF MEMBERS**
 - J. ADJOURN**
-

**PARKS ADVISORY BOARD WORK SESSION
MONDAY, DECEMBER 1, 2025**

- A. ROLL CALL**
- B. DISCUSSION ITEMS**
 - 1. Future parks plan discussion

PARKS ADVISORY BOARD MINUTES

MONDAY, November 3rd, 2025 4:00 P.M.

A. CALL TO ORDER- Marcie Roberts, called meeting to order at 4:00 P.M.

B. ROLL CALL

Frankie Hull-Absent

Lisa Brookover-Present

Marcus Kastler- Arrived at 4:16

Marcie Roberts-Present

Bob Kriebel-Present

C. REVIEW OF AGENDA

D. CONSENT OF AGENDA

1. Parks Advisory Board Minutes - Monday, October 6th, 2025

Motion to Approve was made by Lisa Brookover

All in Favor

Second by Bob Kriebel

E. COMMENTS

1. Comments from public

Any citizen desiring to address the Commission shall be recognized, advance to the podium, state his/her name and address for the record. Comments shall be limited to 3 minutes unless extended by a vote of the majority of the Commission. The Commission does not hear matters involving litigation or City Personnel. The Commission does not take action on subjects not on the agenda unless unusual or hardship conditions exist. Citizens may address the Commission on agenda items as they are brought to the floor.

REGULAR AGENDA ITEMS

F. PUBLIC HEARING(S), SPECIAL PRESENTATION(S), & PROCLAMATION(S)

City Manager Ben Brubaker wants to present an idea to the parks board.

He would like to come back together with the board and refresh the 10-year plan. He states that his intention is not to negatively affect but rather expand opportunities. A 10-year plan should be a living document meant to guide but not blind. It must adapt to new financial realities, leadership priorities, and evolving community needs. Ben provided a document showing a list of decisions already impacting the current parks plan and his proposed changes to the parks plan. Ben went over the different parks and how he suggests we re-evaluate. He then reminded them that this was not set in stone and he would like to have a work session after the next meeting and sit down and go over some of their ideas.

They all agreed it would be a good idea to extend the next meeting to add a work session.

G. OLD BUSINESS

H. NEW BUSINESS

Director of Community Development Amber Dean Present the KDOT Innovative Technology Grant. This would be for the solar light along the new walking trail. She stated she has received some of the numbers back and if we did a 30% match (which would give us more points) the total match amount would be \$219,320.00. That would be split between the transportation fund and the parks fund, so that would put parks about \$110,000.00 roughly.

Some discussion took place on where the money would be pulled from and how much was in the fund now.

Motion to Approve was made by Lisa Brookover All in Favor

Second by Bob Kriebel

I. COMMENTS FROM ADVISORY BOARD MEMBERS AND STAFF MEMBERS

Director of Parks Jarrod Powers gave a parks update.

Graham Construction has been awarded the bid for the parking lots, shelter pads, and the tennis court sidewalks.

Pfister park playground equipment and mulch has been ordered. Staff have also started removing dead trees from the park.

We have received all the documents needed from the company that is going to paint the pool, we are just waiting on a start date.

J. ADJOURN- 4:46 P.M.

Motion was made by Marci Roberts All in Favor

Second by Marcus Kastler

Parks Advisory Board,

I am writing this to request a refresh of vision to our current parks plan. First, the work that has been done by this board over the last few years has been instrumental to funding park changes and moving the city to a more viable asset planning and operations mindset. Your work built a foundational mindset that I believe is aligned to the mindset I want for the city.

I know the board feels strongly about the presentation to the tax payers and my proposal isn't intended to negatively effect but rather expand opportunities. A 10 year plan should be a living plan meant to guide but not bind the city. It must adapt to new financial realities, leadership priorities, and evolving community needs.

As you know the sales tax is managed in two categories. Staff manages about \$127k in maintenance funds a year. Initially \$100k of that was supposed to fund two parks employees and \$27k was supposed to fund bathroom maintenance. The remaining is allocated to the designated parks for park equipment upgrades, new ball fields, parking lots, and park features. Below I have reallocated about \$585k and an allocation of the park maintenance funds of \$500k.

Decisions that are already impacting the current parks plan:

- Establishing 7 ball fields near the air museum no longer necessitates the addition of fields in our parks plans.
- Creation of a Parks Department. The staff were already working on parks but we added maintenance to their duties vs just mowing. This gives \$100k a year to put towards other parks maintenance projects.
- Decision to focus Public Service on streets, alleys, and sidewalks vs construction crew for city projects. This raises the cost of construction in our park plans although parks staff can support.
- Purchase of property for new housing developments expanding growth to the west side of Coffeyville.
- New city staff that is looking to maximize revenues and operations across city operations.

Proposed changes to the parks plan in place:

- Re-evaluate the total project cost to each park considering the impacts mentioned above.
- Re-evaluate the primary need in each park.
- Remove or reduce up to 6 parks.
- Staff and parks board address the addition of up to 9 other park locations.

Optional considerations:

- Longfellow – I have this down for removal from the plan. This is not currently a park. It is meant to replace Grace Park. The land has not been donated to the city yet. It was also originally going in here because the city was going to partner with USDA on building homes in the area. The old school is being rehabbed near this park and will become a location with short term transient housing.
- New Central – I have this down for relocating. This park has no location yet. We should consider this park to be built on the west side near our future new developments.
- Harmon – I have this down for removal. CVR really wants this property. We should remove most of the cost from our plan but keep it for restoration with CVR partnership.
- Eldridge – I have this down for reduction in spending. This park could be restored for ½ the cost listed today.
- Roosevelt Trail - The plans for this trail include things that are not recommend by staff and would encourage lower safety in the area. We could do upgrades at half the cost.
- Pfister Park – I have this down for a small reduction and think planning should be based off work done on new fields and pool upgrades.

Other park locations for consideration:

- *Little League.*
Lions Park - Fully maintained by Rec Commission but owned by city. Property has been offered as donation for more park equipment.
- West Side Parks - We bought 100 acers and 5 acers. This is the side of town development is happening on. Need to plan for future parks.
- Tennis Courts - Spent nearly \$150k OVER on budget. Maintenance needs to be regular.
- Rails to Trails - Lighting needs, seating needs, trash receptacles etc.
- Fairgrounds - A lot of needs. Probably the largest contributor to sales tax revenue in the city.
- Veteran Memorial - *Back words* We are contractually obligated to help pay for needed upgrades. - *Stadium*
- Veteran Stadium - *Back words* We have committed the land. City funds are needed to start this project with the remaining funds donations. - *Memorial*
- Pool - Probably the largest destination for families in town. Several upgrades and major maintenance projects should be considered.

Based on this plan we would gain \$585k to deploy further:

Park	Keep or Remove	Complete	Planned Year	Funds Planned	Funds Used+/-	New Proposal
Sycamore	Keep	95%	2023	\$ 200,000	\$ 370,500	
North Park	Keep	95%	2024	\$ 150,000	\$ 237,000	
Longfellow	Remove	0%	2025	\$ 150,000		\$ -
Eldridge	Keep 1/2	0%	2026	\$ 150,000		\$ 75,000
Leclere	Keep	0%	2027	\$ 300,000		\$ 300,000
Harmon	Keep w/CVR	0%	2028	\$ 240,000		\$ 60,000
New Central	New Location	0%	2029	\$ 150,000		\$ 200,000
Walter Johnson	Keep	0%	2030	\$ 150,000		\$ 150,000
Roosevelt Trail	Keep 1/2	0%	2031	\$ 110,000		\$ 55,000
Pfister Park	Reduce	0%	2032	\$ 375,000		\$ 200,000
				\$ 1,625,000		\$ 1,040,000

Based on park reductions and reallocations:

Parks	Potential Spend	Notes	Amount
Lions Park	\$ 150,000	Paid for through reductions and reallocations of park revenues	\$585k
Tennis Courts	\$ 115,000		
Rails to Trails	\$ 50,000		
Fairgrounds	\$ 150,000		
Veterans Memorial	\$ 100,000		
Veterans Stadium	\$ 20,000		
Pool	\$ 500,000	Paid for through maintenance revenues	\$500k new spend w/\$516k in maint. still available
West Side Parks	\$ -	Already allocated for above	

There may yet be other considerations and needs to watch for and adapt to.

Revenue

Revenue Category	2022	2023	2024	2025 YTD	Totals by Category	Comments
Sales Tax	\$34,822.15	\$426,552.97	\$418,561.61	\$382,529.62	\$1,262,466.35	40% of a City 1/2 cent sales tax
Donations		\$7,500.00	\$7,500.00		\$15,000.00	2023 Donation Earmarked for Sycamore Park. 2024 Donation earmarked for Tennis Courts at LeClere Park
Reserve Fund Contributions*			\$403,908.75		\$403,908.75	2024 Reserve Fund Contribution Earmarked for Tennis Courts at LeClere Park
Other Contributions		\$24,000.00			\$24,000.00	Proceeds from Sale of 10th Street Lot
Reimbursements	\$0.00	\$0.00	\$12.91	\$11.13	\$24.04	
Annual Totals	\$ 34,822.15	\$458,052.97	\$ 829,983.27	\$382,540.75	\$ 1,705,399.14	

*Sourced from Fund 500 (General Capital Reserves)

Expenses

Project/Category	2023	2024	2025 YTD	Totals By Category	Comments
Sycamore Park	\$ 183,302.84	\$ 30,778.13	\$ 12,375.50	\$ 226,456.47	See Detail
North Park		\$ 37,236.00	\$ 50,771.93	\$ 88,007.93	See Detail
Pfister Park	\$ -	#VALUE!	\$ 72,745.51	#VALUE!	See Detail
LeClere Park TC		#VALUE!	\$ 633,867.50	#VALUE!	Non-sales tax funds. See Detail
Misc-Park Improvements	\$ -	\$ 1,500.00	\$ 18,254.46	\$ 19,754.46	See Detail
Annual Totals	\$ 183,302.84	#VALUE!	\$ 788,014.90	#VALUE!	

Sales Tax

Year	EOY Balance (Sales Tax Funds Only)	
2022	\$	34,822.15
2023	\$	285,572.28
2024		#VALUE!
2025		#VALUE!

Sycamore Park

Date	Tran	Reference	Description	Amount	Vendor	Invoice	Year
9/10/2025	A27938	CHK: 114552	PARKING LOT DESIGN R-25-68	\$ 12,325.50	10364	2025.65001.10-101	2025
1/29/2025	A19409	CHK: 113050	PARK SIGN	\$ 50.00	03645	36639	2025
11/5/2024	A16277	CHK: 112532	8' STEEL EDGING X 140	\$ 3,473.04	56525	76625	2024
4/5/2024	A07393	EFT: 006425	44 GAL TRASH CAN X6	\$ 345.24	01410	669814	2024
4/5/2024	A07585	CHK: 110780	CONDUIT CLAMP, BOLTS	\$ 49.47	60295	INV0150141	2024
4/3/2024	A08833	CHK: 111061	PARK BENCHES, TABLES, TRASH CANS	\$ 11,140.00	55530	245573	2024
3/18/2024	A06406	CHK: 110573	1 5/8" TUBING	\$ 168.00	01750	17225	2024
3/11/2024	A06576	EFT: 006280	TURF FERTILIZATION	\$ 5,880.00	60174	5901	2024
3/6/2024	A05981	EFT: 006233	RESEEDING DISTURBED SOIL	\$ 2,750.00	60174	5881	2024
2/14/2024	A05249	EFT: 006144	PVC, ELL, COUPLING	\$ 19.55	03840	1122-1010184	2024
1/20/2024	A05842	CHK: 110476	80# CONCRETE MIX	\$ 6.25	02070	384078	2024
1/17/2024	A04685	CHK: 110215	PLAYGROUND SIGNAGE	\$ 1,039.48	51521	INV463	2024
1/2/2024	A05106	CHK: 110324	COUPLINGS, ELBOWS	\$ 40.84	00778	42729	2024
1/2/2024	A05107	CHK: 110324	COUPLINGS, PIPE GLUE	\$ 35.70	00778	42731	2024
1/1/2024	A05418	EFT: 006176	WOOD CARPET X 180 CY	\$ 5,830.56	58955	5845	2024
12/28/2023	A03735	EFT: 006006	POLE FOUNDATION X 12	\$ 8,233.68	54032	9335382233	2023
12/18/2023	A03048	CHK: 109954	4 CY	\$ 587.00	03385	7520	2023
12/18/2023	A03148	EFT: 005960	FENDER WASHER X 50	\$ 7.84	53435	KSCOF113820	2023
12/18/2023	A03629	EFT: 005995	THHN 12 WIRE	\$ 179.00	03840	1122-1009671	2023
12/14/2023	A03047	CHK: 109954	10 CY	\$ 1,427.00	03385	7514	2023
12/14/2023	A03147	EFT: 005960	EXPANSION ANCHOR X 50	\$ 39.56	53435	KSCOF113809	2023
12/14/2023	A03628	EFT: 005995	TAP CONNECTOR, BLOCK, WIRE NUT	\$ 182.29	03840	1122-1009660	2023
12/13/2023	A03178	EFT: 005971	13.36 TON OF AB-3	\$ 149.63	57100	698319	2023
12/13/2023	A03210	EFT: 005979	WIRE CONNECTORS	\$ 49.02	59035	51080239-00	2023
12/12/2023	A03046	CHK: 109954	10 CY	\$ 1,427.00	03385	7504	2023
12/11/2023	A03176	EFT: 005971	14.71 TON OF AB-3	\$ 164.75	57100	697699	2023
12/8/2023	A03045	CHK: 109954	5 CY	\$ 722.00	03385	7500	2023
12/8/2023	A04073	CHK: 110125	EXPANSION JOINT X 20	\$ 181.80	02070	383149	2023
12/7/2023	A03175	EFT: 005971	15.65 TON OF AB-3	\$ 175.28	57100	697110	2023
12/7/2023	A04072	CHK: 110125	10'/16' 2 X 4	\$ 17.94	02070	383143	2023
12/6/2023	A03044	CHK: 109954	14.5 CY	\$ 2,069.50	03385	7494	2023

12/5/2023 A03174	EFT: 005971	15.50 TON OF AB-3	\$	173.60	57100	696357	2023
12/4/2023 A04071	CHK: 110125	16' 2 X 4	\$	11.39	02070	383043	2023
12/1/2023 A03223	CHK: 109966	RUBBER MULCH	\$	94.96	60622	202312211527	2023
11/30/2023 A03043	CHK: 109954	14.5 CY	\$	2,084.00	03385	7481	2023
11/29/2023 A02555	EFT: 005907	CONDUIT	\$	77.96	03840	1122-1009469	2023
11/29/2023 A03172	EFT: 005971	15.52 TON OF AB-3	\$	173.82	57100	695504	2023
11/28/2023 A02554	EFT: 005907	MAIN, CONDUIT, CIRCUIT	\$	230.67	03840	1122-1009458	2023
11/27/2023 A02542	CHK: 109874	9.5 CY-SYCAMORE PARK	\$	1,374.50	03385	7478	2023
11/27/2023 A02844	CHK: 109903	POST HOLE AUGER RENTAL	\$	75.00	00738	202312151488	2023
11/22/2023 A02609	EFT: 005924	9.50 TON OF SS-5	\$	106.40	57100	694775	2023
11/21/2023 A02978	CHK: 109939	FORM BOARDS	\$	26.34	02070	382783	2023
11/17/2023 A01932	CHK: 109787	14 CY-SYCAMORE PARK	\$	1,930.00	03385	7463	2023
11/16/2023 A02608	EFT: 005924	14.19 TON OF AB-3	\$	158.93	57100	693778	2023
11/16/2023 A02976	CHK: 109939	24" ROUND CORNER STAKE X 20	\$	173.00	02070	382647	2023
11/14/2023 A01930	CHK: 109787	14 CY-SYCAMORE PARK	\$	1,958.00	03385	7438	2023
11/13/2023 A01728	CHK: 109720	BRACKETS, LABOR FOR SIGNAGE	\$	157.44	00174	10917	2023
11/9/2023 A02881	CHK: 109948	2/0 ZNC CHAIN	\$	19.90	00777	40991	2023
11/8/2023 A01503	CHK: 109660	12 X 12 ARLINGTON GAZEBO X 6	\$	13,494.60	50897	D1780	2023
11/8/2023 A01929	CHK: 109787	7.25 CY-SYCAMORE PARK	\$	1,013.00	03385	7420	2023
11/8/2023 A02543	CHK: 109874	7.25 CY-SYCAMORE PARK	\$	1,013.00	03385	7489	2023
11/8/2023 A02879	CHK: 109948	3/16" CHAIN	\$	50.22	00777	40971	2023
11/7/2023 A02975	CHK: 109939	18" STEEL FORM STAKE X 20	\$	126.00	02070	382405	2023
11/6/2023 A02097	CHK: 109768	2 X 4 METAL FORM X 50	\$	3,935.75	56810	109908	2023
11/3/2023 A02973	CHK: 109939	18" STEEL FORM STAKE X 20	\$	126.00	02070	382289	2023
11/1/2023 A02189	CHK: 109798	WALL BLOCK X 90, RUBBER MULCH	\$	986.74	60622	202311211465	2023
10/30/2023 A01555	CHK: 109693	LIGHT POLE X 12	\$	14,880.00	59900	5589272-00	2023
10/24/2023 A01489	CHK: 109689	SWINGS, SEATS, SPRING RIDERS	\$	13,455.00	38318	101823-14169-IN	2023
10/20/2023 A01550	EFT: 005835	MULTI TAP CONNECTOR X 24	\$	494.31	59035	51079717-01	2023
10/18/2023 A01727	CHK: 109720	SIGNAGE, REINFORCED PLATES	\$	425.00	00174	10895	2023
10/11/2023 A01205	EFT: 005802	THHN 6, 10 WIRE	\$	2,850.64	59035	51079717-00	2023
9/20/2023 A00617	CHK: 109520	LIGHT BRACKET X 12	\$	1,632.00	59900	5589272-02	2023
9/5/2023 A00134	CHK: 109437	FLOOD LIGHT X 24	\$	7,176.00	59900	5589272-01	2023
8/8/2023 A00528	CHK: 109483	CPOSTS, BRACKETS, FINIALS	\$	1,358.20	51521	396523	2023
7/25/2023 A98841	EFT: 005602	28.27 LATERAL-DRAIN TUBE	\$	391.54	57100	669536	2023

7/24/2023	A98839	EFT: 005602	45.26 TON OF SCA-2-DRAIN TUBE	\$	706.05	57100	669210	2023
7/24/2023	A98840	EFT: 005602	6.83 TON SCA-2-DRAIN TUBE	\$	114.81	57100	669211	2023
7/19/2023	A98721	CHK: 109134	60" CORRUGATED DRAIN TUBE	\$	3,601.50	52347	T163360	2023
6/20/2023	B45903	CHK: 108797	RCLS POST HOLE AUGER RENTAL	\$	15.00	00737	202306211157	2023
5/31/2023	B45902	CHK: 108752	RCLS BUCKET SEATS, TIMBERS	\$	5,437.00	38318	053023-9876-IN	2023
5/23/2023	B45900	CHK: 108691	RCLS POST HOLE AUGER RENTAL	\$	22.50	00738	202306071094	2023
5/23/2023	B45901	CHK: 108735	RCLS 80# CONCRETE MIX X 42	\$	255.78	02070	378098	2023
5/2/2023	B45899	CHK: 108568	RCLS KING KONG PLAYGROUND	\$	71,527.00	38318	050123-8879-IN	2023
2/9/2023	B45898	CHK: 108047	RCLS 9 STATION FITNESS EQPMNT	\$	13,776.00	38318	012523-6263	2023

Total Exp	\$ 226,456.47
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Year	Total
2023	\$ 183,302.84
2024	\$ 30,778.13
2025	\$ 12,375.50

North Park

Date	Tran	Reference	Description	Amount	Vendor	Invoice	Year
9/10/2025	A27938	CHK: 114552	PARKING LOT DESIGN R-25-68	\$ 12,325.50	10364	2025.65001.10-101	2025
7/18/2025	A26079	CHK: 114248	TREE REMOVAL SEEDING R2522	\$ 27,000.00	2610	25472-A	2025
6/12/2025	A24110	CHK: 113932	12X10 ARLINGTON GAZEBO	\$ 11,446.43	50897	D2893	2025
6/28/2024	A11043	CHK: 111599	POWDER COAT HANDRAILS	\$ 840.00	60622	202407182156	2024
6/14/2024	A10343	CHK: 111398	PLAYGROUND EQUIPMENT	\$ 25,299.00	38318	061424-23602-IN	2024
4/3/2024	A08833	CHK: 111061	PARK BENCHES, TABLES, TRASH CANS	\$ 10,155.00	55530	245573	2024
2/8/2024	A05364	CHK: 003891	PURCHASE OF 0 W NEW #1	\$ 821.00	57325	202402181656	2024
2/8/2024	A05364	CHK: 003891	PURCHASE OF 0 W NEW #2	\$ 121.00	57325	202402181656	2024

Total Exp	\$ 88,007.93
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Year	Total
2023	\$ -
2024	\$ 37,236.00
2025	\$ 50,771.93

Pfister Park

Date	Tran	Reference	Description	Amount	Vendor	Invoice	Year
10/17/2025	A29836	CHK: 114870	GAMETIME GRANT MATCH FOR PLAYG	\$ 72,745.51	10384	177902-01-02	2025

Total Exp	\$ 72,745.51
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Year	Total
2023	\$ -
2024	\$ -
2025	\$ 72,745.51

LeClere

Date	Tran	Reference	Description	Amount	Vendor	Invoice	Year
8/25/2025	A27549	EFT: 008677	LIGHT BRACKET X 6 - TENNIS CT	\$ 1,974.00	56100	930995736	2025
7/2/2025	B10836		RCLS PAY 3 TENNIS COURT CNSTRC	\$ 149,200.00	10168		2025
6/20/2025	B10834	Misc 000000	RCLS PAY 2-TENNIS CRT CNSTRCTN	\$ 36,605.58			2025
6/20/2025	B10835		RCLS PAY 2 BALANCE DUE	\$ 311,394.42	10168		2025
5/12/2025	A22865	CHK: 113688	TENNIS COURT RECONSTRUCTION	\$ 132,000.00	10168	MID-AMERICAN 5-12-	2025
2/28/2025	A22140	CHK: 113543	ELEC WIRE-CONDUIT -CONNECTORS	\$ 2,693.50	53231	176-12593-01	2025
12/30/2024	A17380	EFT: 007611	VALMONT POLE X 12 - TENNIS CRT	\$ 30,831.07	56100	929633529	2024
8/22/2024	A13032	CHK: 111948	SHADE STRUCTURES-TENNIS COURTS	\$ 92,960.75	10102	301150	2024

Total Exp	\$ 757,659.32
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Year	Total
2023	\$ -
2024	\$ 123,791.82
2025	\$ 633,867.50