



**Park Board Minutes**  
**Monday, January 26, 2026, 7:00 p.m.**  
**Kirkwood Community Center**  
**111 South Geyer**



- I. **CALL TO ORDER** – Park Board President Nate Wurtz call the meeting to order at 7:01 pm. Fellow Board members Alan Hopefl, Lauren Nieman, Jordan Wienke, Becky Jones, Steve Ostrowski and Mark Adams were in attendance, Ellen Edman and Kevin Miller attended via phone. Staff Liaison Kyle Henke, Park Superintendent Pete Laufersweiler and Nancy Luetzow, City Council Liaison, also were in attendance.
- I. **CITIZEN COMMENTS** – Sheila Burkett, 12019 Old Big Bend, Kirkwood, introduced herself as a candidate for City Council.
- II. **APPROVAL OF DECEMBER 15, 2025 MEETING MINUTES** – Alan Hopefl motioned to approve the December 15, 2025 minutes and Mark Adams seconded the motion. Ellen Edman requested one correction. Minutes were approved with correction, passed unanimously.
- III. **APPROVAL OF THE JANUARY 12, 2026 WORK SESSION MINUTES** – Lauren Nieman motioned to approve the January 12, 2026 work session minutes, Jordan Wienke seconded the motion, and the Park Board approved the January 12, 2026 work session minutes unanimously.
- IV. **COMMITTEE ASSIGNMENTS/REPORTS**
  - a. Finance Committee Update – Steve Ostrowski reported that the committee met on January 12 and that there was a public meeting for input on January 23. They still needed a date for the March 2026 meeting. Board agreed that the next Park Board meeting would be March 9, 2026. Ellen questioned the statement about a modest property tax increase and Kyle informed the Board that it was a proposed modest increase in revenue from property taxes in the FY27, not an increase on property taxes. Ellen is concerned that those funds could be depleted in 10 years.
- V. **UNFINISHED BUSINESS**
  - a. Master Plan Review/Discussion – Kyle reported that he should receive the final draft from PDS around February 20. He will then review the master plan one more time for corrections and then it will be posted for public review. A public hearing will be scheduled for input at a future Park Board meeting, which will be followed by another Park Board meeting to consider approving the plan and again followed by another meeting where council will consider approval of the plan. Kyle is hoping that this entire process is completed by May 2026. Lauren appreciated the tight timeline.
- VI. **NEW BUSINESS**
  - a. Greentree Festival Vehicle Access and Tree Protection – Several members of the Greentree committee were in attendance. Kyle began the discussion by noting that there is a lot of traffic along the main walk, Pete is greatly concerned with soil compaction due to booths expanding outside of their designated spaces with trucks and trailers. Pete mentioned that they have lost three trees due to soil compaction. The festival has been causing more damage lately. Not only is the food booth area a concern, but there is also some concern for the game booth and folk life locations.



**Park Board Minutes**  
**Monday, January 26, 2026, 7:00 p.m.**  
**Kirkwood Community Center**  
**111 South Geyer**



Becky Jones emphasized the need to “take back control.” Lauren asked if there was an issue with enforcing, Pete explained more staff and Greentree volunteers are needed to help. Mary with Greentree explained that the committee has already begun making needed changes and there are more people on the food vendor committee to enforce guidelines. Other suggestions included: moving some south side booths to the north side based on electric needs, roping off areas to keep vehicles out, a check in area for food booths (only arts and crafts had a check in booth in prior years). Becky Jones volunteered to assist at the Greentree Festival. It was mentioned that County Health Guidelines have made it difficult for vendors to travel lightly, as they need more equipment to safely run their booths within the guidelines. There was discussion that with Pete’s help some of the larger equipment booths could be relocated. The Greentree committee members assured the Park Board that at their meeting on Wednesday they will talk policies.

- b. Dirtburner RC Car Track Storage Request – Pete explained that city ordinances needed to be reviewed before any decisions could be made regarding the Dirtburner storage plan. Kirk Eidel came on behalf of the Dirtburners Club requesting that they be permitted to add a 20 x 8 x 8.6 ft. storage unit under the Dirtburner structure for their tractor and other grounds maintenance tools. Theft, while not too bad now, had been an issue in the past. The storage unit would be secured to the ground with piers. Lauren Nieman asked if the current structure was built on piers for flooding or viewing, A member stated it was built on piers for better track view. Becky suggested they could paint the storage unit to match the rest of the structure and even put sponsor banners on it. Kirk explained that the Dirtburner Club is growing and a storage structure would help the members with upkeep. Pete reiterated that the structure would need to be in compliance with city ordinance, Kyle proactively emailed Jonathon Raiche for ordinance clarification and is awaiting a response. Jordan Wienke hoped it would comply as it is a good idea. Nate concluded discussion by saying that the Board will wait for more detailed information on this subject.
- c. Fillmore Park Restroom Discussion – Nate gave a recap of prior discussions. Jordan inquired as to the purpose of voting on this if any. Ellen reiterated that the neighbors do not wish to have a restroom facility in Fillmore Park. The Board reviewed the Minutes from 8/18/25 and noted that the decision to investigate the cost and installation of a restroom at Fillmore was in fact voted down.

**VII. SUPERINTENDENT OF PARKS, HEAD RANGER AND VOLUNTEER COORDINATOR REPORTS** – Pete discussed his attached report. Sarah, volunteer coordinator, is moving on and Renee, longtime city horticulturist, is retiring. Walker Lake landscape repairs are going well. Mitchell Park is almost complete. Kyle emphasized that a grant paid for the majority of Mitchell Park’s upgrades. Ellen thanked all those involved with Mitchell Park. Alan asked if there would be a dedication, Kyle said there will be a ribbon cutting in the Spring. Horticulture Staff has been working on the annual burns, the weather had not been cooperating. Pete praised the staff for coming together to help with the storm clean-up. Some staff members even stayed nearby in a hotel so they could help. Pete was very



**Park Board Minutes**  
**Monday, January 26, 2026, 7:00 p.m.**  
**Kirkwood Community Center**  
**111 South Geyer**



proud of everyone involved, especially since he was off-site and did not need to come in. Becky commended both his leadership and the staff's hard work and organization. Lauren asked if there is anyone within the city that could fill the newly vacant positions. Pete explained that Sarah's is a PT position and Renee's is a lateral move for Parks employees so probably not. Sarah's EOY volunteer report showed 2,430.5 hours logged of volunteer time!

- VIII. DIRECTOR'S REPORT** – Kyle announced that Phase Three of the community center renovations begins March 2, 2026 with the closing of the ice rink. This renovation will take approximately five months to be finished by the end of July. The City Council approved needed repairs for the Aquatic Center, including replacement of many valves.
- IX. BOARD MEMBER COMMENTS** – Ellen Edman shared with the Park Board that the Park Board Foundation received their tax ID number. Ellen complimented Linda Ross and others who got the Foundation going and thanks to the Park Board members who helped, citing now that the foundation has their tax number that Park Board members can donate if they would be inclined to do so. Kyle said the foundation has already received a \$15,000 grant from Gaylord Foundation. Nate thanked the staff and those who helped to bring the Master Plan together. Jordan mentioned a hill concern at Monfort Park that seems to have been taken care of with a "Child Watch" sign and trimmed bushes by neighbors. She feels it is now very safe. Becky Jones asked regarding Greentree if there are regulations in place and if staff does have say in what is brought in? She reiterated that both sides of the main drive need to be "reined in" and that the North Side is the better side. There was a brief discussion of charging different rates, with Steve explaining that higher booth costs for food vendors would result in higher food prices for Greentree guests. Ellen suggested that a Park Board member become a Greentree committee liaison. Becky said that there should be a vendor meeting prior to Greentree to explain guidelines in detail. Kyle said the more people involved with Greentree food booth set up the better.
- X. COUNCIL LIAISON REPORT** – Nancy Luetzow reported that City Council approved the Aquatic Center repairs. City Council is preparing to hold their first work session for the FY27 budget. A consultant has been hired to find the new CAO.
- XI. ADJOURNMENT** – Nate Wurtz adjourned the meeting at 8:12 pm.

**Next Meeting – February 23, 2026**