

Minutes for LEAWOOD METROPOLITAN RECREATION AND PARK DISTRICT

Thursday Jan. 8th, 2026
Leawood Elementary School
LITTLETON, CO 80123
6:00 p.m.

Attendees: Marci Turaga (secretary), Ken Leaf (park manager), Vicki Graves (board member), Zach Sack (President), Carole Gottlieb (Treasurer), Jesse Opgenorth (board member)

Meeting was called to order at 6:03pm by President, Zach Sack

Administrative Items

Treasurer's Report

Carole Gottlieb reported that insurance premiums have been paid. W-9 forms are due in preparation for tax season, and 1099s are expected to be issued. Payments to Randy will continue through March during/until the transition to the new Design By Sundown. Carole informed that the District needs to file a physical copy of the budget with the Department of Local Affairs (DOLA), which she will do.

Park Maintenance and Operations

Park Manager Report (Ken Leaf)

- Ken reported 36.5 hours worked, slightly less due to illness and holidays.
 - Ongoing activities included fall cleanup, beaver monitoring, and playground inspections. During inspections, hardware was identified that needs replacement. Playground maintenance items noted include a loose bolt on monkey bars and missing caps on the "general store" structure.
 - Board approved effort to apply protective paint. Ken will research appropriate sourcing and color-matching options for painting trees along waterways in Kendall and Weaver parks to prevent beaver damage. Beaver activity continues to be monitored in Weaver and Kendall, where a lodge has been identified.
 - Met with Colorado Wildlife and Mile High Flood District regarding installation of a pond leveler. Next steps include obtaining water level measurements and developing a long-term plan.
 - A shared Google Sheet will be implemented to track park manager day-to-day tasks and long-term projects.
 - Ken to communicate with Designs by Sundown, which has begun tree trimming operations.
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Capital Projects and Long-Term Planning

Signs

- Sign drafts were shared with board members. Board members to review and make edits and adjustments to be submitted to Judy.
- Goal to have final draft of signs, pending phone number, by February meeting.

Grants

- Vicki reported on several grant opportunities:
 - Great Outdoors Colorado (GOCO): District was discouraged from applying, as the program prioritizes larger-scale projects. Suggestion made to consider Kendall Park dirt trails as possible option for GOCO support.

- Colorado Tree Coalition: Possible grant money for purchasing trees for Weaver Park. Application requires a one-page letter of intent including budget details, potential funding from the Colorado Forest Service, emphasis on diversity and resiliency, and possible volunteer involvement. Vicki will proceed with applying for this grant.

Phone Systems

- Jesse Opgenorth reported on phone system options. The SDA referred him to High Country Workplace Technology, with an estimated cost of \$20–22 per month. The system would provide a single phone number for residents to leave messages, which would then be forwarded to 2–3 board members and the Park Manager.
 - An alternative option discussed was Google Voice through Google Workspace, estimated at \$7 per user per month plus an additional \$10 per month for Google Voice. Benefits of Google Workspace were discussed, including point-to-point voice functionality.
 - Jesse and Carole to continue researching these options with goal to make a prompt decision, so information can be included in new signs.
 - Research to include bundling Google Workspace for email, storage, and phone communication.
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New Business

Event Planning for 2026

- Marci suggested the board anticipate 2-3 events/ community activities during the year.
- Suggested events:
 - Arbor Day event
 - Early June Leawood Baseball cleanup and game
 - Kendall thistle cleanup in June
 - Fall Raccoon clean-up event

Meeting adjourned by President Sack at 7:30 p.m.

Minutes submitted by: Marci Turaga, Secretary