



Mission Parks, Recreation and Tree Commission Meeting Minutes

Monday, May 20, 2019

The City of Mission Parks, Recreation and Tree Commission met at the Sylvester Powell, Jr. Community Center in the Breakout Room at 6:00 p.m.

In attendance: Anne O'Leary, Karin Capron, Jacque Gameson, Mellissa Currie, and Lindsay Vaughn. Also attending were City Administrator Laura Smith, Administrative Supervisor Kathy Lockard, and City Council Liaison Nick Schlossmacher.

Absent: Mark Raduziner, Mary Funk, Amy Burkes, Deborah Rushing, Cougar Gray, and Watson Deacon.

Laura called the meeting to order at 6:08 p.m.

Laura announced that she received an e-mail from Amy Burkes resigning from the committee even earlier than anticipated because her family is moving to Minnesota. This brings the current committee membership down to six members. Staff will be putting out information on the City's website and other social media to solicit interest in the PRT Commission.

Introduction of Council Liaisons

Last month, Laura advised that the City Council had revised their policies and created City Council Liaison positions to various Commissions in an effort to help improve communication and to allow the work of the Commissions to feel more connected with the goals of the City Council. Councilmember Nick Schlossmacher was introduced. Hillary Parker Thomas is the other Council liaison to the PRT, but is currently on maternity leave and was absent from the meeting.

PRT Members introduced themselves and told how many years they had been on the commission.

Approval of April 15, 2019 minutes

Laura presented the draft minutes from the April 15, 2019 meeting and asked if there were any additions or corrections. The following comments were offered:

- Correct spelling of **Karin's** name throughout the minutes;
- **Adding a shelter to Mohawk Park** should be listed under the Mohawk Park discussion;

- Broadmoor Park - change the word bride to **bridge**.
- 4th paragraph - Mark expressed that her **should be he**.

Jacque Gameson moved and **Mellissa Currie** seconded to approve the minutes with corrections. **Minutes were approved as amended (5-0)**.

Championship Tree

Karin Capron and **Jacque Gameson** will take the 2018 Championship Tree plaque to Mr. Don Rinck, 2018 winner, to put in his yard as he is unable to attend a Council Meeting.

Kathy presented three new Championship Tree forms for consideration for 2019. Laura will copy the forms and present them for the Commission's review at the next meeting.

Replacement of Mayor's Christmas Tree

Laura reported that the tree used for the Holiday Lighting ceremony, located on the east lawn of the Community Center is not in good health. It was evaluated by an Arborist, who has recommended replacement of the tree.

Laura reviewed a quote secured by John Vaughn and Aaron Cherry from Ryan Lawn and Tree for a Norway Spruce, which is a hearty tree, to replace the current tree. Options included:

- \$700 for a 6-7 foot
- \$1140 - 8-9 foot
- \$1760 - 10-11 foot tree

Prices include installation and a two year warranty.

Discussion of planting it in the fall rather than in the heat of the summer. Members suggested moving the tree a little further to the south not to replant it in the same area.

The City has a proposal for \$1,090 to treat the trees on the Community Center property for Emerald Ash Borer at a total cost of \$1,090.

There is a tree across the street in the Park on Beverly that needs to be removed. Karin recommended a Lob Lolly Pine to replace the tree and Laura will do more research on getting that replaced.

Recap of 20th Anniversary

The May 11th event celebrating the 20th Anniversary of the opening of the Community Center was a success with over 100 free admissions to the Community Center. A special promotion was offered for that day only, offering a 20% discount for anyone who renewed or purchased a membership. Staff processed thirty-three new memberships and forty-six renewals for an

estimated total of \$32,627. Staff will continue to look at ways to promote the facility throughout the year.

MFAC Opening

Staff provided an update on plans for the season opening of the Mission Family Aquatic Center. A soft opening is planned for Friday, May 24th from 5-8 p.m. and Commission members and their families are welcome to attend.

The 2019 season will officially begin on Saturday, May 25th at 12:00 noon. There were some issues with the pumps that needed to be addressed in preparation for the season, but with in-house and contractual support, they were addressed. Several of the plexiglass panels on the play feature in the leisure pool are scheduled for replacement. They have been ordered and will be installed by staff upon arrival. Aquatics Manager Luis Benavides and Public Works Superintendent Brent Morton were able to install the shade structure awnings, saving approximately \$3,000 in contractual labor expenses.

Upcoming Programs/Events

Jenny Smith sent along a big “thank you” to everyone for helping with Bunny Extravaganza. She will be circulating an e-mail soon looking for help with the following events:

- Friday, June 21 - Backyard Campout - Help with hot dogs/s’mores 5-7 p.m. or 7-9 p.m.
- Saturday - July 6th - Mission Picnic - 4-10 p.m. - all hands on deck.

Jenny also asked that a sheet be circulated to the Commission member to secure shirt sizes so new event shirts can be ordered.

2020 - 2024 CIP Program Development

Laura provided members with the draft spreadsheet on the 2020 - 2024 CIP Program. She will be looking tonight for a recommendation from the PRT Commission members that will then be forwarded to the CIP Committee and, ultimately, the City Council.

The budget will be adopted specifically for the 2020 projects, with the remainder being approved in concept, subject to change in future budget years. Key projects of note for the Parks and Recreation program include:

- Installation of entrance signage at each of the City’s outdoor parks
- Wayfinding signage to be produced and installed by the Public Works Department. The PRT Commission will be asked to brainstorm on the appropriate locations for the wayfinding signs.
- Funds for potential repairs to the tennis courts in Andersen Park. The court surfaces are in poor condition. Staff will work on securing quotes to resurface and bring that information back to the Commission for review and recommendation.

- Addition of restrooms in Mohawk Park

Anne O’Leary moved to recommend the Capital Improvement 2020-2024 Budget to the CIP Committee for them to move forward to the Council.

Karin Capron seconded.

Motion passed (5-0).

This recommendation will go to the June 10th CIP Committee Meeting and a final recommendation will be presented to the City Council on June 26th.

Other

Laura advised the Commission that the Council has asked for staff to work on scheduling an energy audit for all city facilities, which could result in some long-term utility savings. The Sustainability Commission as well as the Parks, Recreation and Tree Commission will be involved in the audit with the Community Center being at the top of the list as it is the building with the highest energy useage among all City facilities. The audit is expected to begin in the fall of 2019.

Laura advised that a representative from Parks, Recreation and Tree Commission was still needed for the CIP Committee. **Jacque Gameson** volunteered and Laura will take that recommendation to the Mayor.

Karin Capron shared her story of the little girl who was at the Waterworks Arbor Tree Planting who helped water the tree and the mother stated that the family had purchased a watering can for the little girl who now waters the tree every time she goes to the park.

Park Adoption Program - Laura advised the PRT that both the Boy and Girl Scout troops from Rushton Elementary School have signed up to adopt Waterworks Park. Laura will be working with their designated coordinator, Suzie Legg, in the fall to identify potential projects for the park. Laura will keep the Commission posted. Jacque would like to put together a poster for the Boy Scouts on the trees that are planted in Waterworks Park.

Jacque Gameson and **Karin Capron** represented the Parks, Recreation and Tree Commission in presenting the Arbor Day Poster Contest award to the 5th grade poster contest winner at the May Council meeting as well as accepting the Tree City USA awards from the state of Kansas.

Jacque thanked the Mission Magazine for the coverage of trees in the last Mission Magazine.

June 17th - 6:00 pm - next meeting.

Anne O’Leary moved to adjourn.

Karin Capron seconded.

Meeting adjourned at 7:40 p.m.