



**Mission Parks, Recreation + Tree Commission Meeting Minutes
AUGUST 16, 2021**

DRAFT UNTIL APPROVED

The PRT Commission met in person on Monday August 16, 2021, at 6PM at the Powell Community Center in Room C.

In attendance: Jacque Gameson, Anne O’Leary, Mark Raduziner, Karin Capron, Ben Chociej, Mary Ryherd, Amy Warren, Hillary Parker-Thomas, Council Liaison

Kathy Lockard and Penn Almoney represented staff.

Absent: David Schwenk, Melissa Currie & Emily Rollheiser and Nick Schlossmacher, Council Liaison.

Guests: Laura Smith, Jenna Dickman, Jenny Smith and Bahram Sedeghi. Kim Weir – potential new commission member.

Anne O’Leary called the meeting to order at 6:02pm.

REVIEW

Approve Minutes

On page 4 -**Remove August 5 from the dates for Jacque to be at the table.**

Page 6 – **Plaques will remain at Waterworks Park for educational purposes for Rushton students.**

Page 7 – google docs for **(add the word creating)** and tracking the plaques. Fourth paragraph should read... **“We will only install Tree ID plaques for the trees that do not have a Celebration Tree bronze plaque.”**

Mark Raduziner moved to approve with the changes.

Mary Ryherd seconded the motion.

Motion carried – 7-0.

MFAC Review

Jenna Dickman, Aquatics Facilities Supervisor, provided a breakdown of the MFAC summer season.

2021 Covid Protocols

Revenue

Expenditures

82% cost recovery

Staff information – Sixteen staff staying on for the remainder of the year.

Jenny Smith, Recreation Program Supervisor, presented a Summer Camp Review.

Super thrilled to run this year since we did not have it last year.

Mission Summer Camp Snapshot

25% Mission Residents

769 total campers

2021 Covid Protocols

Revenue:

Jenny showed the past four years with 2021 being lower because of less campers. 100 as compared to 180.

Cost recovery of 157%

Expenditures

Shared a Grant received for \$5,208 from Child Care Aware.

Short staffed most of the summer – staff rallied and pulled through a hard year.

Three camp staff retained for year around employment.

Three families utilized the discounted rate for camp.

Thank you to Jenny and Jenna for their overview.

Budget – Laura Smith

Laura Smith, City Administrator, shared budget information with the members.

October 1 – budget needs to be shared with the county.

Everyone always welcome to a budget committee meeting.

Laura hit some of the highlights within the budget.

General Fund budget

CIP

Overview of other funds

Supplemental Budget Requests and Recommendations

Intent to exceed Revenue Neutral Rate for 2022 Budget

Remaining Steps

Bob Sedeghi spoke about why he was attending the meeting as a guest. Lived in Mission since 1987. Waterworks Park – has a problem- no water, no bathroom – has seen some improvements – thank you for all you have done. Now living in the 21st century. He brought three trees to put in Waterworks Park. He stated that we need water to put on the trees. He requested putting water, electricity and a building at this facility with windows and doors. People want to have weddings and events at the park.

Anne thanked him for his presentation.

Quarterly Report

Penn shared April, May and June second quarter and year to date in Aquatics. As summer progressed, more people became involved in swim lessons.

Sauna was closed down, but is now up and running.

Overview of classes broken down as percentage of capacity in classes.

Fitness and Program Revenue – Fitness classes are now included in the Community Center Memberships.

Indoor Swim Lessons – Lessons are pretty close to sold out. Private and semi-private became popular.

Penn shared information on new and cancelled memberships.

Insurance memberships increased in June due to patrons feeling more comfortable coming back into the building.

Information on regular memberships and cancelled. Several memberships cancelled due to the summer months.

All memberships are higher than the cancelled memberships.

Revenue – Resident annual – same.

Resident – 6 month – possibly look at not offering this amenity.

Non-resident annual seems to be trending up.

Project Items – tree pruning. Penn has three companies that have put in a bid.

Two companies were just going to take care of the trees and be done.

Third company – huge investment up front and then monthly investment.

Prune this fall and then bill monthly for five years to keep a tally on all the trees he has pruned.

Hillary asked if we currently have a five year tree plan.

This should be put into progress through PRT.

Hillary would like to see Climate Tree get involved

Penn has submitted an Action Item to repair the parking lot lights on the south end of the Community Center as well as the light on the monument sign.

Sustainability Commission Invite

Jacque missed the meeting due to another commitment.

Amy Warren will sign up for the September meeting.

DISCUSSION

Park Code Analysis

Penn received information from Payne and Jones which he will share with the members.

Tabled this to the September meeting.

PRT Letter to Council

A letter was presented to Council from the PRT Members. The letter is to be discussed in this meeting instead of in emails.

The letter was requesting City Council to open the door of communication with the Commission and to ask them to assert their discussion with the Commission before going forward with the budget.

Reach out to Council to respect our process as we move forward to include all changes in the park instead of just one part.

Ben asked what our position is on the planning and miscommunication and misunderstanding of our role as the PRT Commission.

What are we allowed to do, what are we obliged to do?

Who is the primary discussion maker on the parks?

Laura spoke about the budget and how that will assist with park improvements now that the City has set aside some money.

Figuring out the landscape together.

Share the 5 year CIP with the Commission.

Laura sees the PRT recommending and participating in the 5 year plan.

Laura explained several suggestions to move forward.

Laura reminded the members that all communication they have needs to be in an open record meeting, with an agenda, open to the public and minutes.

This is the legal requirement.

Councilmember Thomas wanted everyone to know that she values the work that PRT does.

She was surprised at the negative pushback regarding the dog park.

She stated that the direction finder shows that 45% of the constituents want this amenity.

She will still push forth for a dog park for Mission regardless of which park it will be placed in. She has no preference for the dog park location.

Mary Ryherd shared her background on the information on the dog park and she appreciates being able to find out more information.

Laura stated that just because it is not in the budget now does not mean that it is "not on our radar."

The 5-year CIP needs to be brought to the Commission way in advance of the budget, so they do have a chance to be invested and consider recommendations.

Get the conceptual process on paper, presented to Council and the Commission so everyone understands the needs for each park.

Laura stated that there is an incredible passion for our parks from this Commission and from the Council.

Laura stated as a reminder that in the future, the Commission has the right to call a special meeting to discuss in a format, to record the conversation and to format on a decision on a recommendation to Council.

Jacque Gameson moved to have a formal motion to present the letter to the City Council that was signed by all Commission Members.

Ben Chocie requested to table the motion until further discussion.

Karin Capron seconded.

Motion was 4-2 with one abstaining.

Noting will be given to the council at this time.

Ben stated that the understanding of the letter was to ask that the Council not push ahead with the budget to move ahead with a Dog Park at Broadmoor until the Commission can move ahead with changes to other parks.

Hillary explained the process for earmarking the money to set aside for a dog park, so it can be saved for when and if it is built and not having to use PRT money in the future.

She is a big proponent for the parks and really wants to see all the parks preserved and improved as well as maintained properly.

Discussion ensued.

Council member Thomas requested that the Commission request to Council for them to do something, rather than something they do not want done.

ID Plaques Cmte, location (TreeKeeper Map)

Penn requested to table ID Plaques.

Waterworks Conceptual Design

Penn shared information about the conceptual layouts and inclusions as well as the WaterOne constraints- underground water lines, property lines, etc. Currently, there is a porta-potty at the park and it obscures the view of the new sign, it is unsightly, but it is being used.

Conceptual plan A

Some options in terms of trail walking.

Play features.

5-12 and 2-5 age groups not clumped together.

25 – 30% more capacity – moved a little off the road and close to the bathroom – not too close, but close enough.

Circular cut through for the kids.

Benches for picnic seating.

Information stations for WaterOne or railroad stations that passed through the area.

Adding more trees.

WaterOne is on the stakeholder committee.

They want to see this area improved and stay as a City park.

Conceptual plan B

Relatively similar.

Steering committee felt very strongly about a direction.

Bathroom and pavilion need to be closer and needed to be pulled away from the playground and the parking.

Hamock grove – people can bring their hammocks to relax.

Poured in place playground structure.

Keeping with natural contour of the park.

Fourteen parking spots – same as plan A.

Adding more benches.

Bathrooms will be ADA accessible.

Mark asked about an information kiosk. Penn stated that it was not talked about, but it is important in all of our parks.

Penn proposes we move to a public meeting the first of September. This gives us three weeks to move forward.

Penn would like to see a presentation at that meeting and then break off into different groups.

Mark suggested having different drawings of amenities, but Penn suggested that we just have patrons weigh in on the open concept.

Hank with Confluence is working on a 3D drawing to share with patrons.

Penn is proposing Tuesday, September 7 at 6PM at the Powell Community Center. He will schedule the meeting

Mark Raduziner moved to adjourn the meeting

Mary Ryherd seconded the motion.

Motion carried – 6-0.

Ben Chociej left early.

Meeting adjourned at 8:36 pm.

Faithfully submitted by Kathy Lockard, Administrative Supervisor