



PARKS, RECREATION + TREE COMMISSION MEETING MINUTES

September 19, 2022

DRAFT UNTIL APPROVED

The PRT Commission met at the Powell Center Conference Room E on Monday, September 19, 2022 at 6 PM.

In attendance: Anne O’Leary, Jacque Gameson, Warren Hayes, Cindy Long, Kevin Schmidt, Nicole Sullivan, and Council Liaison, Mary Ryherd.

Penn Almoney, represented staff

Absent: Ryan Casey, Council Liaison Lea Loudon, Mark Raduziner and Kim Weir.

Anne called the meeting to order at 6:03 PM.

Approval of Minutes

Minutes were corrected for the mention of Sustainability Commission the school fair, which is the Go Green Environmental Fair on Sept 17.

Cindy moved to approve the minutes with change.

Kevin seconded.

Motion Passed unanimously 7-0

Sustainability Commission Report – Cindy Long

- Cindy reported that the Sustainability Commission is in unanimous approval of the renewal of the Parks and Recreation sales tax; many Sustainability Commission members have supported the Yes vote with signs and donations to offset the cost of the signs.
- The Sustainability Commission suggested that their score card be implemented for the Mohawk Park improvements.
- The Mission Vale housing project at 5819 Nall was reviewed using the sustainability score card and includes low-cost housing beginning at \$1,975 monthly rental rate.
- PRT was thanked for participating as a vendor at the Go Green Environmental Fair on September 17.
- Jacque will represent the PRT at the Sustainability Commission meeting on Monday, October 3 at 6:30 PM.

City Council Update – Mary Ryherd

- Mary encouraged everyone to attend the Gateway discussion during City Council Work Session at 6:30 PM on Wednesday, September 28 at the Powell Community Center.
- The Johnson Drive Road diet is done. Anne mentioned that the left-hand turning lanes are hazardous at mid-block. Mary will take that to Council.

Mohawk Project UPDATE – Penn Almoney

- This week the stakes were placed on the perimeter of the construction site and Penn is awaiting work on the start of the mobilization of the site, which is estimated to be Thursday, September 22.

Feasibility Study UPDATE – Penn Almoney

- Laura Smith and Penn Almoney have received PROS Consulting seven-page rough draft recommendations report containing 60+ recommendations.

- Warren asked what the next step in the process is. Penn shared that PROS next phase of delivery is combining those recommendations that were reviewed with analysis information and templates. This will be the heart of the proposed business plan which will be reviewed and prioritized by the stakeholders. The end goal is to have a usable plan that divides recommendations into a 3–6-month timeframe, 6–12-month timeframe and long-term (1-2 years) in a format that is easily understood and actionable. Penn would like to see 10 priority goals that can be focused on and accomplished in the short-term.
- The analysis templates will be a guide to Key Performance Indicators for the future operation of the Powell Community Center.
- When asked what PROS recommends for Kathy Lockard’s former position, Penn said that PROS has recommended hiring a business manager for the Powell Community Center. This position would support operations and facility staffing and perform the data analysis for the Powell Community Center.

Summer Camp End of Season - Penn Almone (for Jenny Smith who is attending the National Parks and Recreation Annual Conference in Phoenix, AZ)

- The 2022 Mission Summer Camp program which is licensed through the Kansas Department of Health and Environment had a very successful season with 181 unique registered campers, 120 each week, 22% of whom were Mission residents.
- Total revenue was \$177,881 with expenses of \$99,794. A 178% cost recovery. The complete report is attached to these minutes.
- Mission received a Child Care Aware Grant of \$18,000 per month which covers camp-related expenses (including some personnel costs which were increased from \$8 per hour to incentivize camp staff applications).
- Mission has scholarship assistance program which makes “any and all welcome” to the camp. This program was advertised through email and social media to generate more donations. Every camper that requested assistance was given up to a 40% discount based on HUD standards.
- COVID-19 protocols were very effective and were set in place prior to the first case, so staff had a clear plan that worked well in minimizing additional exposures. Cases were very minimal, only nine cases all season which is very remarkable for hosting 120 children each of the 9 weeks.
- Penn stated the camp registration would increase by \$6.00 next year. Jacque suggested the non-resident fee be increased more than \$6.00, since Mission tax dollars are funding the camp for non-residents.

Staffing + Resignations – Penn Almone

- Facilities Maintenance Supervisor, Craig Donner, has resigned. He accepted a similar position at Woodside for less facilities and a higher salary. This vacancy is posted as a City-wide Facility Maintenance Supervisor with a \$71K- \$103K salary range, increasing the duties of the job from just the Powell Community Center and MFAC to all city facilities.
- Nick Shepard, Recreation Coordinator has also resigned effective Tuesday, September 27. He has taken a job with McDonalds. Nick’s position will likely be posted after the feasibility study is complete. Jenny Smith will absorb his duties during the interim.

LWCF Grant – Penn Almone

- Penn shared with all the Commission members the 265 page (530 pages front and back) spiral bound document he prepared and submitted for a \$453K reimbursable grant to the Land & Water Conservation Fund for a Streamway Dog Park project, which has a Phase 1 estimated cost of \$907,340.00.
- This grant request will be reviewed by the Kansas Department of Interior – Wildlife & Parks for alignment in scope and vision. They should respond to Penn within 30-60 days.
- Penn said many municipalities don’t utilize these grants as they require annual reporting to the State of Kansas and recreation use commitments in perpetuity.

Positive Improvements – Penn Almone

- High efficiency lighting controls have been installed at the Powell Community Center.
- Sales Tax Use signs have been installed at the MFAC, Tennis Courts, and Legacy shade facilities.
- The Broadmoor Park Concert attracted approximately 600 visitors. Anne suggested future concerts start earlier in the evening. Long lines at the restroom and food trucks made for difficult decisions the evening of the concert.

Sales Tax Renewal Efforts

- Ballots are due by tomorrow -- September 20. Results should be available on September 21.
- Thanks to designs by Nicole and Anne and distribution by Mark, Jacque and Anne the "Mission for Parks Vote YES" and "Keep Renewing our Parks" signs were placed in the yards of 100 Mission residents.
- These signs were a grassroots campaign by the PRT Commission members for passage of the ten-year renewal of the Parks and Recreation 3/8 cent sales tax. They were purchased with seed money from the PRT Commission members and donors who wanted to display the signs.
- Jacque reached out to the following special interest groups in Mission by phone and email: Rushton PTA, Conceptual Planning stakeholder committee members, the Marlin's swim team, the Dog Park supporters, and the NE United soccer parents.
- Jacque commented, "It was disappointing that the Marlin's, Dog Park supporters and the NE Soccer parents showed little support for the tax renewal signs."
- Donations to date total \$730, with more donations promised and not yet received. The cost for the signs which were printed by SignPro was \$658.35.
- A motion was made by Jacque, seconded by Nicole, to have Penn discuss with City Administration and Council the PRT's interest in establishing a fund within the Mission Charitable Fund 501(c)(3) specific for Park Improvements. The remaining balance of donations for the tax renewal fund, which were not utilized to cover the cost of the signs and other special projects for park improvements, could be transferred there.

Heartland Tree Alliance – Legacy Park Prune – Penn Almone

- A tree prune of the young oaks at Legacy Park will be scheduled for December. Penn will provide the exact date when it is available.
- Jacque invited all Commission members and their friends and neighbors to join in the Heartland Tree Alliance pruning event at the Powell Community Center and Beverly Park on Saturday, October 1 from 9AM to Noon. This is part of the Treekeeper's instructional classes being hosted this September at the Powell Community Center by the Heartland Tree Alliance/Bridging the Gap. Instructors and equipment will be provided for this educational opportunity.

Mission Tree Canopy – Penn Almone

- Penn informed the Commission of the six donated and replacement trees which will be planted this fall.
- The Richmond's donated a Joe Kozey Japanese Pine which will be planted at the NW section of Broadmoor Park. Bridging the Gap has donated a Red Oak, which will be planted on the eastern edge of the Powell Community Center.
- Replacement trees will be planted at City Hall, Rock Creek Trail, Powell Community Center, Broadmoor Park and Legacy Park.
- Anne called the Commission's attention to numerous dead trees, especially pines, in the Bridges apartment complex near 51st and Foxridge Drive. Penn will discuss this with Brian Scott, Community Development Director.

Spooky Walk Volunteers – Penn Almone

- On behalf of Jenny Smith, Penn is requesting volunteers for the Spooky Walk at Streamway Park on Friday, October 28. Set up will begin at 4PM with the activities running from 6-8PM. Commission members volunteering should contact Penn or Jenny Smith. Cindy Long said she is available to volunteer.

Next meeting 6:00 PM Monday, October 17, 2022, at the Powell Community Center.

Jacque made a motion to adjourn the meeting.

Warren seconded.

Motion unanimously carried 7-0

Meeting adjourned at 6:58 PM.

Faithfully submitted by Jacque Gameson, Mission Parks, Recreation + Tree Commission Vice Chair, secretary pro-tem, for Kim Weir, who was unable to attend this PRT Commission meeting.