



## PARKS, RECREATION + TREE COMMISSION MEETING MINUTES

February 20, 2023

**DRAFT UNTIL APPROVED**

The PRT Commission met at the Powell Community Center Conference Room C on Monday, February 20, 2023 at 6:00 PM.

In attendance: Jacque Gameson, Sarah Grittmann, Cindy Long, Nicole Sullivan, Kevin Schmidt, Angela Vandegrift and Council Liaisons- Mary Ryherd and Lea Loudon.

Penn Almoney and Roger Salinas, represented staff

Absent: Ryan Casey, Kim Weir and Warren Hays

Guests: John Arnett, representative from Mission Sustainability Commission

Nicole called the meeting to order at 6:01 PM and introduced Roger Salinas, Mission Facilities + Maintenance Supervisor and welcomed those present.

### **Approval of Minutes**

- Jacque requested adding the word “like” to Mary’s comments in City Council Update and add specific dollar amounts to the Streamway Park grant, clarified that the World Cup is requiring 90% landfill free as part of their contract and asked that the specific amount of returned donated funds associated with the P+R Sales Tax renewal be included.
- Sarah shared that the proper spelling of her last name is Grittmann. Penn committed to correcting on rosters and minutes.

**Jacque** moved to approve the minutes with change.

**Sarah** seconded.

**Motion Passed 6-0**

### **Sustainability Commission Report**

- Angela attended the February Sustainability Commission meeting on February 6. John Arnett reviewed what the Sustainability Commission covered in their meeting: Energy audit grant program, greenhouse gas inventory, Planning Sustainable Places grant and ped/bike access, smart recycling program- end of March and budgeting for tree planting.
- City-wide Spring Clean-up at Beverly Park on Sat, April 22 from 9-11AM- Arbor Day signage and Tree City USA elements will be combined into this.
- Sustainable Commission Environmental Fair- Sat, September 23 at the PCC from 9AM-12PM and will include vendors and all things environmental.

### **City Council Update**

- Lynn Bain was presented the Championship Tree plaque and \$50 Lowe’s Gift Card for her Pin Oak in front of City Council.
- Mary stated she would like to see the Parks, Recreation and Tree Commission (PRT) present to the CDC and present annual objectives/goals.
- Mohawk Park Phase 2 Final Design contract was awarded to Confluence unanimously supported by Council.

- Slide 1 painting and reconditioning contract at the Mission Family Aquatic Center was awarded to Blast It Clean and unanimously supported by Council.

### **No PRT Meetings on Observed Holidays**

- Penn reviewed the current standard is to no longer hold commission meetings during Mission observed holidays or holiday breaks. He specifically referenced the upcoming Juneteenth conflict with the PRT meeting time on Mon, June 19.

**Jacque** moved to approve moving the June 19 scheduled PRT meeting to the previous Monday on Mon, June 12, 2023. **Kevin** seconded.

**Motion Passed 6-0**

### **Mohawk Park Project Update**

- Penn shared that block and insulation have been delivered and are being laid for the restroom and pavilion/shelter.
- The ADA access on the corner of Beverly and 67<sup>th</sup> St. was upgraded to include a tactile plate on both corners.
- The parking lot is officially usable for construction workers and visitors. Striping will begin when temperatures get consistently warmer.
- City asked when the project will be finished and Penn responded that it is still scheduled for completion in late April 2023.
- Nicole initiated discussion surrounding the timing of Phase 1 completion and Phase 2 planning and Penn shared the general timeline of survey, schematic layout, bid and ground breaking to take place in the next 6 months.

### **Feasibility Study Update**

- Penn spent 6 hours working with PROS Consulting updating the ProForma budget to reflect the most current annual expenditures and revenues. Laura and Penn reviewed the narrative and shared changes back to PROS.
- Penn anticipates reviewing the recommendations during a stakeholder meeting in March and a Council Presentation some time in April.

### **Action Items and Planning**

- Projector replacement at the PCC will be proposed during the March 1 Community Development Committee meeting along with the Super Pool Pass and outdoor picnic tables at Mohawk Park.
- Penn shared staffing challenges that the PCC is experiencing with outdoor pool and summer camp on the horizon.
- Penn shared that Parks maintenance hiring has been difficult. Staff interviewed two great candidates and extended offers with no response.

### **Positive Improvements**

- Tree City USA status awarded to Mission for the 21<sup>st</sup> year. Tree City Growth Awarded for the 2<sup>nd</sup> year.
- Jacque shared that there are only 6 cities in Kansas that have received/maintained the Growth Award. "It's wonderful that Mission is one of those 6 cities."
- Jacque shared the upcoming Tree City Conference Tour and Recognition on March 22-23. Jacque shared her intent to attend and invited others if they can find the time, "It's well worth the time and has a lot of educational sessions."
- Nicole said she has seen people out at Water Works Park walking their dogs recently. "It's good to see people using our parks."

### **2023 Objective/Goal Planning + Subcommittee Present**

- Nicole said she is interested in creating a subcommittee for a City Council presentation that would help craft the language and format for presenting the PRT's objectives and goals for 2023.
  - Mary agreed that PRT leadership shouldn't have to do it all by themselves.
  - Cindy asked, "What are we looking at for objectives/goals for this year?"
  - Mary shared that part of the City Code it outlines a PRT budget recommendation to City Council each year by April. The PRT works through the ideas and prioritizes the focus for the year and it's really helpful to present that focus/opinion to the City Council
  - Penn stated that last year there were 4 recommendations that came out of the PRT goals/objectives discussions and that was shared as a letter from PRT Chair Anne O'Leary. He continued by sharing that 2022 recommendations included: Trail Maintenance and Improvements, Complete All Phases of Mohawk Park, Increase Landscaping in our Parks and Create a Comprehensive Plan to Market/Promote and Fundraise for the Parks + Recreation Sales Tax Renewal.
  - Cindy clarified that it was all PRT members weighing in on the objectives/goals and the subcommittee just formatting and communicating it? Mary and Nicole both responded with, "Yes, the group decides."
  - Jacque asked if the PRT should include PT city staffing as a consideration.
  - Penn responded that it would be appropriate to include PT staffing considerations especially when recommending park or trail maintenance objectives.
  - Mary reminded members that the City Council moved to support all 4 recommendations from the PRT, so their input is actionable.
  - Jacque appreciated City Council support as well as the citizen support of park improvements through the survey respondent data.
  - Lea said the citizens care about parks and recreation, which is why they overwhelmingly voted in support of the P+R Sales Tax renewal.
- Cindy** volunteered to chair the Objectives/Goals subcommittee and Nicole and Sarah agreed to participate in the presentation creation.

### **CIP and Budget Review**

- Penn reviewed the 2023 budget along with the 2023-2027 Parks and Recreation Capital Improvement Plan.
- Penn shared the City's intent to raise the standard of park and trail maintenance by increasing the PT staffing budget so that Taylor, Parks Maintenance Supervisor, has at least three PT team members to help care for park needs/improvements.
- Lea said the parks looks so much cleaner and safer
- Mary and Nicole shared feedback supporting the park maintenance improvements.
- Jacque asked about the \$200K earmark for the Streamway Park dog park and if that was one year or multiple years.
- Penn responded that the \$200K is earmarked for use one time. The Land and Water Conservation Fund grant review will happen in March and Mission should have a response on award by May or June 2023.
- Kevin asked about the GO Bond that was referenced in the budget.
- Penn responded that there are multiple projects that Council felt should not be pushed too far beyond the next year or two, which influenced City Administration to gather information about a GO Bond and Council ultimately supporting that. The GO Bond will generate funds immediately available for Public Works and Parks projects and use the Street Sales Tax and Parks + Recreation Sales Tax revenues to pay it down.
- Penn shared the upcoming projects in motion: Broadmoor Park perimeter trail survey/design and ultimately construction; Mohawk Park Phase 2 final design, bid and construction; Water Works Park final design, bid and construction; potentially Streamway Park grant award, final design, bid and construction.
- Jacque asked if it's still Mission's intent to have WiFi at each park.
- Penn responded that Andersen Park and Broadmoor Park each have WiFi access right now and Mohawk Park WiFi will come online in the next two months. Water Works WiFi will be accessible upon project completion in 2024.
- Kevin asked when Water Works Park will be finished and what it will look like.

- Penn showed the Water Works Park conceptual design and discussed Stantec's idea of increasing the parking footprint and potentially bringing it off street.
- Nicole discussed Water Works Park changes with street improvements and noticed and thanked Taylor for replacing the damaged bench at Water Works Park.
- Nicole also mentioned that it helps her to visit parks when thinking about annual objectives/goals.

#### **Review Conceptual Designs**

- Tabled in lieu of time

**Cindy** made a motion to adjourn the meeting.

**Jacque** seconded.

Motion unanimously carried

Meeting adjourned at 7:20 PM.

Faithfully submitted by Penn Almoney, Mission Director of Parks and Recreation, secretary pro tempore, for Kim Weir, who was unable to attend this PRT Commission meeting.