



## **Mission Parks, Recreation and Tree Commission Meeting Minutes**

**Monday, March 20, 2017**

The City of Mission Parks, Recreation and Tree Commission met at the Sylvester Powell, Jr. Community Center in Meeting Room B on Monday, **March 20, 2017** at 6:00 p.m.

In attendance: Mark Raduziner, Ward IV, Anne O'Leary, Ward I, Mary Funk, Ward IV, Nathan Dormer, Ward III, David Schwenk, Ward III, Deborah Rushing, Ward III, Jacque Gameson, Ward IV, Karin Capron, Ward II, Mellissa Currie, Ward II and Jim Sloss, Member at Large. Christy Humerickhouse, Kathy Lockard and Jenny Smith represented staff.

Absent - Erin Beaslin, Ward IV, Maril Crabtree, Ward IV and Lekha Sreedhar, new member.

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

Jim Sloss, Member at Large was not at the February meeting so he introduced himself to the new members.

### **Approval of February 20<sup>th</sup> Meeting Minutes.**

- **Mary Funk** moved to approve the minutes of the February 20th meeting;
- **Jim Sloss** seconded.
- **Motion passed.**

### **Tree City USA Recognition Day – March 22<sup>nd</sup> – 23<sup>rd</sup> 2017 – Beloit, KS.**

- Karin Capron and her husband will be traveling to Beloit and Karin will represent the City of Mission at the meeting;
- This is the 15th year for the City of Mission to be a Tree City;
- Karin will give members a report at the next meeting.

### **Poster Winner Presentation at Rushton – March 29<sup>th</sup>, 2017**

- The time is scheduled for 2:30 p.m.;
- Karin, Jacque and Kathy will attend, Deborah will already be at the school, and the invitation was extended to all members of the Commission;
- First, second and third place winners will be presented with their framed posters and a gift card to Target - \$25 for 1st place, \$15 for second place and \$15 for third place;
- Every 5th grade student will be given a participant ribbon with a Connecticut quarter

glued to the ribbon;

- Christy will get the 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place winners ribbons for the framed posters.

### **Arbor Day Program – Friday, April 28<sup>th</sup>, 2017**

- Karin will send an invitation via email to the 2<sup>nd</sup> grade teachers to attend this event;
- Deborah Rushing will get the teacher's emails to Karin;
- Karin and Jacque presented a brief overview of the event;
- All Commission Members were invited to attend and participate in this event;
- Once the 2nd grade teachers respond and verify the time and date, Kathy will send the information to all the members.

### **2017 Super Pool Pass Agreement**

- This is the 9<sup>th</sup> year for the City of Mission participating in the program;
- The cities of Roeland Park, Fairway, Leawood, Merriam, Prairie Village and Mission participate;
- The 1<sup>st</sup> year of participation the City of Mission made \$2,418.00 and the 8<sup>th</sup> year the City made \$7,221;
- The City of Mission keeps 50% of the fees we make off the sale of the Super Pool Passes sold through our city;
- The other 50% of the fees are put into a pot which is then divided between all the city pools based on attendance by Super Pool Pass holders.

### **2017 Swim Meet Letter of Understanding**

- When one of the six home pools (those participating in the Super Pool Pass Agreement) is closed for maintenance, swim meet or any other reason, patrons who have a membership to any of the six participating pools can go to any of the other pools free of charge. Example: The City of Mission has a swim meet, any patron holding an MFAC membership would be able to go to Fairway, Prairie Village, Leawood, Merriam or Roeland Park and use that pool at no charge.

### **Legacy Park/Celebration Tree Program Update**

- To date, seven trees have been sold and will be placed in Legacy Park;
- Instant Shade will plant on either March 29<sup>th</sup> or 30<sup>th</sup>;
- Karin's green giant tree will be planted at Mohawk Park as well as another tree in Mohawk on one of those days;
- The tree in Water Works Park for the Arbor Day Tree Celebration will also be planted on that day;
- Christy will let everyone know when the trees will be planted so they can attend if they

want;

- Six of the seven trees will be getting plaques for their trees - a 5 x 9 plaque that will sit at the base of the tree with some concrete. Plaques should be ready within 10 working days after approval;
- Public Works staff will be responsible for watering all the trees.

### Parks and Recreation Master Plan Review

- Seven Big Ideas – Look at the big picture. The inspiration and element of measure for the components of the Master Plan;
- Recommendations – Financial, Facility, Program, and Operations and Management; Primary goals in each recommendation.;
- **Financial Recommendations - Goal - To maintain a fiscally responsible Parks and Recreation System. Steps taken to achieve the goal:**
  1. Renew a dedicated revenue stream for Parks and Recreation upon the ten-year sunset of the current sales tax;
  2. Develop a capital investment plan that ensures proper funding is available for future Parks and Recreation improvements and amenities;
  3. Identify potential partnership opportunities to help fund park improvements and operations;
  4. Identify opportunities to shift the Sylvester Powell, Jr. Community Center to 100% cost recovery;
  5. Identify opportunities to improve cost recovery of the Mission Family Aquatic Center;
  6. Determine the cost of operating parks and the cost to provide these amenities to the community.
- **Facility Recommendations - 3 primary goals - Create a consistent identity for Mission Parks that is recognizable to the public at large. Enhance connectivity to parks and neighboring trail networks and Expand and improve park facilities. Steps taken to achieve the goals:**
  1. Create a master plan for Streamway Park that enhances the natural environment and establishes a park theme or identity;
  2. Incorporate a financial feasibility study within the Streamway Park Master Plan to address opportunities to generate revenue with usage fees;
  3. Analyze the costs associated with acquiring the access road into Streamway Park;
  4. Replace and expand existing site furnishings based on the new Site Furnishing Standard for Mohawk Park, Broadmoor Park, Waterworks Park, Andersen Park, Park on Beverly and Pearl Harbor Park.
- **Program Recommendations - 2 primary goals - Promote Events that bring the community together and Continually reinvest in park programming;**
- **Operations and Management Recommendations - 5 Goals - Maximize park staffing efficiencies, training and education. Initiate strategic partnerships to efficiently provide parks and recreation services and Maximize information distribution through the use of technology. Provide a quality, award winning park system. Provide quality maintenance for parks and recreation.**

1. How do we maximize our staffing?
  2. We focus so much time and money on the Community Center and Aquatic Center but we need to focus our attention on the parks. They need to have an identity to tie them all together;
  3. The dedicated tax should be spent on Parks.
- **Capital Improvements Plan - Plans for the Community Center, Mission Family Aquatic Center and Parks.**

### **Adopt A Park Program**

- Obtain three or four volunteers from the Commission to be on a sub-committee to create/write the guidelines for a Mission Adopt a Park Program;
- Write a program overview/description;
- Establish City and participant responsibilities;
- Identify parks and spaces available for adoption;
- Establish safety guidelines;
- Identify recommended clean up procedures;
- Recommend safety guidelines;
- Prepare letter of recommendation to Community Development Committee;
- Christy will work with the volunteers on this sub-committee;
- Try to have a recommendation ready to present to the Parks, Recreation and Tree Commission at the May Meeting so they can make a motion to take the recommendation to the Community Development Committee in June to then take to the Council for their approval;
- Mellissa Currie, Nathan Dormer and David Schwenk volunteered to be on this committee;
- Christy will send out an email to different links to connect to some different information;
- Christy mentioned that the Parks & Recreation and Tree Commission could adopt a park;
- Deborah suggested basketball courts in the parks – possibly Waterworks and Broadmoor.

### **CIP Committee - Capital Improvement Committee**

- This is a committee being appointed by the Mayor. It will consist of two members from the Planning Commission, one member from the Sustainability Commission, two members from the Parks, Recreation and Tree Commission and one member from each Ward;
- The committee will work with staff on looking at large projects and prioritize when the projects need to be completed;
- The Mayor will contact the people he chooses and let them know that they have been appointed to this committee.

### **Other**

- The City of Mission Parks need to be “destination” Parks. Merriam is doing great things with their parks with new equipment and connecting their parks. The City of Mission needs to do the same. The City of Fairway only has one park but it is always busy with activities.

What can we do to start each of our parks to being connected? The same receptacles in each of the parks, the same benches, the same signs. Wayfinding signs to let people know that a park is down a certain street.

We have a Master Plan – let’s use it! Christy challenges all the members to challenge her to implement the Master Plan.

- Sarah Sooter – Parks & Recreation Coordinator has accepted a position with the City of Lenexa. Her last day will be this Friday, March 24<sup>th</sup>. Everyone is invited to attend a cake reception for her from 12:00 - 1:00 at the Community Center. We are planning on filling the Parks & Recreation Coordinator position in May.
- Jenny spoke on legislation. HB 2384 has been introduced by the House Taxation Committee that would tax services on the gross receipts received from dues charged by public and private clubs, this would include the membership fees to the community center.
- Jenny spoke on special events. – Pickleball Tournament on Saturday, April 1<sup>st</sup>. She needs volunteers to assist with this event. Start games at 9:00 a.m. and continue until 6:00 p.m. Volunteers are asked to be here at 8:00 a.m. Jenny can use people for partial hours if they are available. Jenny will send out an email as a reminder and then volunteers can let her know if they are available to assist.
- Bunny Eggstravaganza – Saturday, April 15<sup>th</sup> – asking ALL Commission Members to be at this event. Arrive at 9:30 a.m. – out by 12:30 p.m. Jenny will send out an email for that event as well.
- Christy is working on the RFP for the Arborists and the City of Mission is still involved in the tagging of City trees for spring – do not have a specific date yet.

### Adjournment

- **Karin Capron** moved to adjourn the meeting;
- **Jim Sloss** seconded;
- **Motion passed.**
- Meeting adjourned at 7:47 p.m.

Respectfully submitted by Kathy Lockard, Administrative Supervisor, City of Mission Parks & Recreation

