

**CITY OF MISSION, KANSAS**  
**PARKS, RECREATION, AND TREE COMMISSION MEETING**  
**AGENDA**

**Monday, April 15, 2019**

**6:00 p.m.**

**Sylvester Powell, Jr. Community Center**

*“To enrich the quality of life for residents of Mission and surrounding areas by fostering a strong sense of community and providing a variety of multi-generation activities that promote healthy lifestyles.”*

1. Approval of March 18, 2019 meeting minutes (Mark R)
2. Arbor Day Activities (Jacque/Karin)
3. Upcoming Programs/Events: - (Kathy/Jenny)
  - Bunny Eggstravaganza
  - SPJCC 20th Anniversary Celebration
4. Update on revisions to Committee membership and Council Liaison positions (Laura)
5. 2020 - 2024 CIP Program Development (Laura)
6. CIP Committee Update - (Laura)
7. Other
8. Adjournment

**Mark Raduziner - Chairperson**  
**Sylvester Powell, Jr. Community Center**  
**6200 Martway St.**  
**913-722-8200**



## Mission Parks, Recreation and Tree Commission Meeting Minutes

**DRAFT UNTIL APPROVED**

**Monday, March 18, 2019**

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

In attendance: Mark Raduziner, Ward IV, Anne O'Leary, Ward I, Karin Capron, Ward II, Mary Funk, Ward IV, Jacque Gameson, Ward IV, Amy Burkes, Ward IV, Debora Rushing, Ward III and Lindsay Vaughn, Ward III.

Laura Smith and Kathy Lockard represented staff.

Absent: Lekha Shreedhar, Ward I, Cougar Gray, Member at Large, Watson Deacon, Student Representative, Dahnika Short, Ward II, and Mellissa Currie, Ward II

Guests - Christina Farmer and Hillary Thomas - Representing Mission: Dog Park

Mark called the meeting to order at 6:19 p.m.

### **1. Approval of November 8, 2018 meeting summary**

**Anne O'Leary** moved to approve. **Mary Funk** seconded with **Jacque Gameson** requesting information on the tree in front of the House of Stewart on Lamar and Martway be removed since it is dead. Laura Smith has followed up on the removal of the tree.

**Minutes approved.**

### **2. Presentation by Mission: Dog Park**

Christina Farmer, Chair and Hillary Thomas, Ward I Council member presented information to the Commission Members on the progress of the Mission: Dog Park group. Christina Farmer presented a PowerPoint presentation that provided information on the work of the group of the last several months. Their steps to date include:

- 1..Learn - Reviewed findings gathered by the Mission Dog Park Task Force
2. Inform - Social media pages; - Pop up dog park event
3. Research - Online survey published September 13th
4. Locate - 1 -1.5 acres of land or larger. Location Recommendation: Broadmoor Park  
Broadmoor is option #1 - total 1.6 acres - sent out bids for fencing.

The Task Force suggested next step would be to hosting forums to solicit feedback from the

neighbors. Anne O'Leary asked why the forum would be the next step as she felt that the PRT had made a strong recommendation NOT to use an existing park as a dog park.

Laura reminded the Commission that a dog park was an item identified through the Park Master Plan. The Council also modified the original recommendation of the PRT, allowing for existing parks to be part of a conversation.

Anne brought up that the Parks Master Plan also states that the City of Mission does not have enough parks for the size of our City.

The Commission asked the Mission: Dog Park representatives how/why they had narrowed their recommendation to Broadmoor Park. Christina Farmer indicated that their survey identified either Mohawk or Broadmoor as the preferred locations. The group felt Broadmoor was a better option because it was surrounded primarily by commercial property and already included restrooms and parking.

Several PRT members expressed feeling that they need to focus on how to prioritize and get items completed in the parks. They want to be clear on how a dog park will fit in with other priorities. We need to work on identifying the stakeholders, and how we solicit input once we identify options for Broadmoor - or any park. The PRT Commission is frustrated as they feel like nothing has been done in the parks even though they have made recommendations in the past.

Mark said he did like the idea of a public forum or two once the PRT had "all our ducks in a row." We need to take forward any/all options being considered for a particular park, so the stakeholders are not being asked to make decisions on only one option. He also believes there is a lot more research that needs to be done regarding costs to operate and maintain the dog park.

The Mission:Dog Park representatives shared with the Commission that they had identified a grant opportunity they were interested in pursuing, but feel that they need to have a location identified before they can have further discussion on the dog park or be successful in raising any donations.

Anne O'Leary requested rental details on how often Broadmoor Park is rented for baseball practices.

The PRT expressed how much they appreciated the research and interest that the Mission:Dog Park group has completed. Need to have more discussion on the representatives from Mission:Dog Park will work with the PRT to advance the conversation.

### **3. Tree City USA Recertification - Laura**

The application has been submitted online. They recommended that we strengthen our public relations/notifications efforts surrounding the Arbor Day Event on April 26th. Encourage in Mission Magazine and on website and hopefully through Shawnee Mission Post. Jacque will contact Jay Senter with the post.

#### **4. Update on Arbor Day Poster Contest and Arbor Day Activities**

Jacque presented the framed posters with the ribbons for PRT Commission to view. Karin will distribute ribbons with the Connecticut quarter to each of the students. PRT Commission Members are invited to attend the event on Friday, March 22nd at 2:15 p.m. at Rushton Elementary School. Arbor Day Tree Planting on April 26th - 9:45- 11:45 am in Waterworks Park. All members are welcome and Jacque will post the information in the signboard at Waterworks Park.

#### **5. Review Tree Plan**

In order to maintain the Tree City USA certification the City's Tree Plan should be reviewed and updated as necessary in even numbered years. It should have been completed in 2018, but didn't get done because of the transition in the Department. The Plan is now ready to go forward to Council, and then will be reviewed again in 2020 to get back on the proper review cycle.

Mark made the recommendation to change item #4 on page 1 to **Commission** from the word Board.

Last page - last line - move date to **April 2019**.

2nd page - first paragraph - last line - change word berry to **berries**.

Interface with the Landscape - first paragraph - 3rd to the last line - change the word forms to **form**;

Last page - item #3 - **Arbor Day Poster Contest**.

#### **6. Championship Tree**

Kathy presented the information to the Commission from Don Rinck on his Championship Tree. **Anne O'Leary** moved to award Mr. Rinck the Championship Tree for 2018.

**Karin Capron** seconded

**Motion passed.**

Don will be notified and Kathy will follow up with the sign and the other awards. Mr. Rinck will be invited to attend the May Council meeting to be recognized. We are now accepting nominations for 2019.

#### **7. Upcoming Program Events**

Kathy provided the event dates; Bunny Eggstravaganza (4/20) and Pickleball Tournament (4/6). Jenny will send out an email to Commission Members to sign up.

#### **8. Update on Director Search**

Laura reported that the candidate who had been extended an offer and completed the background checks contacted her the day before he was to be appointed by the City Council and withdrew his name. He declined to be with his family due to some health issues with a new family member. The position will be readvertised and we will begin the selection process over again. John Vaughn will continue to serve in the position of Interim Director.

## **9. Commission Roles and Responsibilities**

The Commission continually struggles to have a quorum in order to conduct business. This is due in part to the fact that the PRT is larger (15 total members) than most of the other committees or commissions, therefore requiring a higher number of attendees to reach the quorum. The membership was increased when the Park & Recreation Commission and the Tree Board were merged so that no one had give up their appointment.

Staff is proposing that we consider downsizing the membership through attrition. At least two current members (Leekha Shreedhar and Erin Beaslin) have resigned because they have moved or will be moving out of Mission. There may be others who are interested in giving up their positions. Laura asked the Committee if they were interested in reducing the Commission size from 15 to 12, possibly 11 to bring the membership more in line with other boards? The consensus was to move forward with this recommendation for Council consideration.

The City's code reads that Parks, Recreation and Tree Commission is required to have one representative from each ward with two being students and one can be being from outside the City (non-resident). Council will need to adopt an ordinance to change the code.

Laura also advised that the Council is going to have a council liaison for each board and commission. The goal is to improve communication among our appointed boards/commissions and the elected officials. Laura anticipates the Mayor will make the Council liaison appointments in April.

Laura provided a calendar of special events for the Parks, Recreation and Tree Commission, and asked if this was something the Commission would find beneficial. All agreed this could be helpful. The Commission also agreed that we will work to have packets go out the Wednesday before the scheduled meeting to give members plenty of time to review the information.

## **10. 2020-2024 CIP Program Development**

This was on the February agenda, but we were not able to discuss since we did not have a meeting due to lack of a quorum. We need to work on our five year projects to be able to send recommendations to the CIP Committee and eventually the City Council.

Laura distributed information and reviewed the areas where the Commission will need to focus their attention. This will be primarily on recommended improvements to the outdoor parks.

A sub committee, or smaller working group was recommended to spend some more time to develop more more specific recommendations. More targeted “master plans” for each of the park will ultimately need to be developed. The Commission agreed they would like to start with Mohawk Park. They also discussed resurrecting the discussions about signage and wayfinding for the parks.

The goal will be to develop/recommend specific action items. Laura will set some dates for a meeting to have a group (whoever is interested) in getting together to create the list and detail for a five year plan over the next couple of months.

The Commission also discussed the importance of engaging neighborhoods and the general public in the process. This will be important information for the Council as proposed projects move forward.

#### **11. Other**

Jacque wanted to extend a “Thank You” to the City for the curbside removal of the trees during the winter storm and KCP&L power outages.

### **Adjournment**

**Mary Funk** moved to adjourn the meeting.

**Anne O’Leary** seconded.

**Motion passed.**

**Meeting adjourned at 9:04 p.m.**

Faithfully submitted by Kathy Lockard, Administrative Supervisor.