

**MEETING NOTICE  
MAIZE PARK AND TREE BOARD  
REGULAR MEETING**

TIME: 5:30 P.M  
DATE: TUESDAY, DECEMBER 10, 2019  
PLACE: MAIZE CITY HALL  
10100 GRADY AVENUE

**AGENDA**

**CHAIR DENNIS WARDELL, PRESIDING**

- 1) Call to Order
- 2) Roll Call
- 3) Approval of the Agenda
- 4) Approval of September 10, 2019 Minutes
- 5) Old Business
- 6) New Business
  - a) 2020 Master Park Plan Objectives
- 7) Staff Report
- 8) Adjournment

**MINUTES – REGULAR MEETING  
MAIZE PARK AND TREE BOARD  
TUESDAY, SEPTEMBER 10, 2019**

The Maize Park and Tree Board met in a regular meeting at 5:30 pm, Tuesday, September, 2019 with *Chair Dennis Wardell* presiding. Board members present were *Vice-Chair Marina Fulton, Patrick Atchison, Maren Breit, Steve Schmidt and Rob Ulrich*. *Joshua Belcher* was absent.

Also present was: *Richard LaMunyon*, City Administrator, *Ross Jensby*, Public Works and *Jolene Graham*, Executive Assistant

**APPROVAL OF AGENDA:**

The Agenda was submitted for Board approval.

**MOTION:** *Fulton* moved approve the agenda.  
*Schmidt* seconded. Motion declared carried.

**APPROVAL OF THE JULY 9, 2019 MINUTES:**

The Park and Tree Board Meeting Minutes of July 9, 2019 were submitted for approval.

**MOTION:** *Fulton* moved to approve the agenda  
*Atchison* seconded. Motion declared carried.

**LAND AND WATER CONSERVATION FUND GRANT**

Staff updated the board on the Land and Water Conservation Fund Grant for an amphitheater at Maize City Park. The state committee is recommending our project for funding to the federal committee. If the application is approved at the federal level, the funding is “official” and will be available starting this fall. Update on the grant is to be provided to staff on November 4<sup>th</sup>, 2019. The grant match is provided for in the 2020 Budget. This was a discussion item only; no action was taken.

**Maize Fall Festival**

Agenda Item #6A was presented to the Park and Tree Board for approval. The agenda item included Park and Tree Board participation in the 2019 Fall Festival with a booth and \$500 to fund a tree giveaway drawing.

**MOTION:** *Atchison* moved to approve the agenda  
*Breit* seconded. Motion declared carried.

**ADJOURNMENT:**

With no further business before the Board:

**MOTION:** *Atchison* motioned to adjourn.  
*Fulton* seconded. Motion declared carried.

Meeting adjourned at 6:07 pm

Approved by the Park and Tree Board on \_\_\_\_\_ 2019.

\_\_\_\_\_  
Park and Tree Board Member

\_\_\_\_\_  
Recording Secretary

**PARK AND TREE BOARD  
REGULAR MEETING  
TUESDAY, DECEMBER 10<sup>TH</sup>, 2019  
AGENDA ITEM # 6A**

**ITEM:           2020 Master Park Plan Objectives Update**

**BACKGROUND:**

On December 13, 2016, the Park & Tree Board approved the 2017 Master Park Plan and recommended it to the City Council for their approval and implementation. On February 20, 2017, the Council approved the plan. Each Council member received a copy of the 2017 Master Park Plan.

The Park and Tree Board conceived this 2017 edition of the Master Park Plan as a “living document” that will be continuously modified and updated. A living document concept provides the flexibility to keep the master plan in sync with the development of the City and to quickly shift priorities with opportunities that arise. Significant updates would be presented to Council at least once per year.

The Park and Tree board held a workshop on November 12, 2019 to determine their priorities for 2020. The objectives section for 2020 of the Master Park Plan has therefore been updated to reflect their goals and it is attached to this coversheet. Hardcopies of this section will also be made available to replace the “2020 Master Park Plan Objectives” section in the boardmembers’ personal copies of the Master Park Plan.

**Priorities of the 2020 objectives include:**

- Move forth with an Amphitheatre and the necessary amenities in the City Park pending grant approval
- Continue to identify possible properties for park land
- Continuation of community outreach with:
  - Further engagement with USD 266, Boy and Girl Scout Troops and other community groups
  - Arbor Day celebration
  - Promotion of Monarch Waystations
  - Ballet in the park
- Evaluate streetscape and parklet concepts from the Maize in Motion and Academy Arts District Plans and determine installation options.
- Recreation Commission partnership
  - Request additional meetings for continued partnership opportunities
  - Sponsor Park & Tree education classes through the Recreation Commission

**FINANCIAL CONSIDERATIONS:**

None

**LEGAL CONSIDERATIONS:**

None

**RECOMMENDATION/ACTION:**

Approve the 2020 Master Park Plan Objectives Update and recommend for Council approval

## 2020 Objectives - **DRAFT**

1. Goal: Develop & Enhance Existing Parks
  - a. *March* – Propose a development timeline of City Park improvements and cost estimates to Council for the 2021 Budget process
  - b. *March* – Develop ideas and opportunities for projects to enhance space around amphitheater
  
2. Goal: Land Acquisition
  - a. *April* - Continue to identify possible properties for park land
  - b. *February* – Prepare 2021 CIP request for Council Consideration
  
3. Goal: Temporary Pop-up Parks
  - a. *Fall* - Conceive of a place-making strategy for pop-up parks in Maize for 2021 and corresponding equipment purchases
  
4. Goal: Nature Parks
  - a. *April* – plan and schedule spring planting day at Monarch Waystation
  - b. *September* – plan and schedule fall planting day at Monarch Waystation
  - c. *January - March* – Evaluate streetscape and parklet concepts from the Maize in Motion and Academy Arts District Plans and determine installation options.
  
5. Goal: Education
  - a. *January* – apply for Tree City USA designation
  - b. *February* – begin Arbor Day planning.
  - c. *March* – request Arbor Day proclamation be approved by City Council
  - d. *April* – Arbor Day observance
  - e. *Spring & Fall* - Offer stipend for a Master Gardener class through the Recreation Commission’s programming
  - f. *Year-round* - Look to connect with USD 266, Boy and Girl scout troops and other community groups to participate in joint projects.
  
6. Goal: Community Partnerships
  - a. *February* - Request joint meeting with the Recreation Commission to seek joint projects and programming ideas for amphitheater.
  - b. *May* – Discuss partnerships and projects to further engage with USD 266 students and staff.
  
7. Goal: Fundraising and Citizen Engagement
  - a. *August* - Consider involvement in the Fall Festival
  - b. *September* - Ballet in the Park
  - c. *Yearlong* - Consider fundraising opportunities
  
8. Goal: Social Media
  - a. *Yearlong* - Continue Facebook, Twitter and Website promotions of Park and Tree Board Activity

# MAIZE PARK AND TREE BOARD

## STAFF REPORT

**DATE:** December 10, 2019  
**TO:** Maize Park and Tree Board  
**FROM:** Richard LaMunyon, Jolene Graham, Ross Jensby  
**RE:** Staff Report

### Parks Update

- Employee Christmas party is December 13<sup>th</sup> at 6:00pm: All Park and Tree Board members are welcome to attend.
- Still waiting to hear update on Amphitheater grant. Hoping to hear update by the end of the year.
- Possible new parkland
  - Staff has visited with the property owner
  - An appraisal will be completed by the end of 2019
  - Possible Council consideration early 2020

### General City Update

#### **Pending Council Items**

- Eagles Nest II Water and Sewer Construction Contract (Dec)
- Kelsey Zone Change (Jan)
  - Duplexes on 20 acres west side of 119<sup>th</sup> north of 29<sup>th</sup>
  - On January 2<sup>nd</sup> Planning Commission Agenda
- Benefit Fee Ordinance (Jan)
- 2020 Master Park Plan Updates (Jan)

### Items

- Congratulations to the Police Department
  - The Kansas Department of Transportation and the Bureau of Transportation Safety and Technology presented the Maize Police Department with an Alco Sensor Breath Alcohol Tester (over \$500 value) for their participation in the 2019 Middle School Seatbelt Enforcement (Ticket or Treat).
- Westboro Baptist Church Demonstration at Maize High Schools
  - Wednesday, December 11 from 1:40-2:10pm at both high schools
  - Maize and Wichita Police Departments are handling security
- iCompass Software for Agendas
  - Goal is to have an agenda on the new system for the February Council meeting
- Woodard Addition preliminary plat
  - Jay Russell development (south of 45<sup>th</sup>)
- Nick's Addition
  - Jay Russell development (north of 53<sup>rd</sup>)

- 119<sup>th</sup> Wastewater options (USD 266 Bond Issue)
  - Move forward toward with RFP in conjunction with USD 266
- 45<sup>th</sup> Street Sidewalk Project nearing completion.
- Steve Anderson will assume Engineering Duties December 9<sup>th</sup>.
- WAMPO MTP
  - City/USD 266 Joint Presentation last Thursday to the selection committee
  - 45<sup>th</sup> Street, 119<sup>th</sup> Street and Academy Street improvements were presented as top priorities
- Thanksgiving Meals delivered to Families in Need Today
  - Donated by the Lions Club
  - Delivered by the Police Department
  - 30 Families
  - 115 People
- Holidays City Hall Closures/Annual Christmas Party
  - Employees Christmas Party – December 13<sup>th</sup> @ 6pm
  - Christmas – December 25<sup>th</sup> & 26<sup>th</sup>
  - New Years - January 1

**Economic Development**

- Commercial
  - Barn’rds
    - Footings and foundation poured
  - Dollar General nearing completion
  - Reiloy USA – Grading work starting soon
- Hampton Lakes Villas
- Cypress Point
- Carriage Crossing
- Copper Creek Apartments
- 25 Single Family permit YTD
- 26 Duplexes YTD

**Upcoming Meetings**

- December 10<sup>th</sup>                      Park and Tree                      @5:30pm
- December 16th                      Council                                      @7:00pm

*~ Weekly Mayor’s Workshop every Wednesday at 11pm ~*