

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

TIME: 5:30 P.M  
DATE: TUESDAY, FEBRUARY 11, 2020  
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 January 14, 2020 Minutes
- 5) Old Business
  - a) Member Selection for Amphitheater Committee
- 6) New Business
  - a) Arbor Day 2020 – *discussion item*
  - b) 2021 CIP Request for Council Consideration - *discussion item*
- 7) Staff Report
- 8) Adjournment

**MINUTES – REGULAR MEETING  
MAIZE PARK AND TREE BOARD  
TUESDAY, FEBRUARY 11, 2020**

The Maize Park and Tree Board met in a regular meeting at 5:30 pm, Tuesday, January 14, 2020 with *Vice-Chair Patrick Atchison* presiding. Board members present were *Marina Fulton, Maren Breit, Steve Schmidt and Rob Ulbrich. Joshua Belcher and Dennis Wardell* were absent.

Also present was: *Jolene Graham, Deputy City Administrator, Ross Jensby, Public Works and Laurie Atwood, Administrative Assistant.*

**APPROVAL OF AGENDA:**

The Agenda was submitted for Board approval.

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

**APPROVAL OF THE DECEMBER 10, 2019 MINUTES:**

The Park and Tree Board Meeting Minutes of December 10, 2019 were submitted for approval.

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

**MEMBER SELECTION FOR AMPHITHEATER COMMITTEE**

The forming of an amphitheater committee consisting of Park and Tree Board members, Recreation Commission members and city staff was discussed. No official action was taken by the board. This item will be revisited on February 11<sup>th</sup>, 2020.

**RFP for amphitheater**

Copies of the RFP for the amphitheater were provided to Park and Tree Board members for their review. The RFP is to be released on January 15<sup>th</sup>, 2020 and due back February 10<sup>th</sup>, 2020. No official action was taken on this discussion item.

**2019 Tree City USA Application**

Being designated as a Tree City USA by the Arbor Day Foundation requires the fulfillment of four standards: An established tree board, a community tree ordinance, a forestry program with an annual budget of at least \$2.00 per capita and an Arbor Day observance and proclamation. Maize has been the recipient of this award for fifteen years. The Tree City USA application for 2019 was submitted on behalf of the City of Maize with all standards met on January 8, 2020. Awards for 2019 have yet to be announced. No official action by the board was taken on this discussion item.

**ADJOURNMENT:**

With no further business before the Board:

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

Meeting adjourned at 6:05 pm

Approved by the Park and Tree Board on \_\_\_\_\_ 2020.

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

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

# MAIZE PARK AND TREE BOARD

## STAFF REPORT

**DATE:** February 11, 2020  
**TO:** Maize Park and Tree Board  
**FROM:** Richard LaMunyon, Jolene Graham, Laurie Atwood, Ross Jensby  
**RE:** Staff Report

### Parks Update

- LWCF 50/50 grant has been awarded to the City for the amphitheater.
  - RFP will be released January 15
  - RFP due February 10
  - Committee for amphitheater will be formed
- Agreement to purchase Cathey property has been signed
  - Title work and Phase I Environmental Study is underway
  - Demolition estimate is being prepared
  - Closing date for the property is set for no later than February 29<sup>th</sup>

### General City Update

#### **Pending Council Items**

- Eagles Nest, 2nd Add Phase 1 (*Streets*) (Feb)
- 2020 Project Funding Plan Update (Feb)
- Designee for KDHE loan (Feb)
- Charter Ordinance for USD 266 Project Funding (Feb)
- NW Bypass “ROW preservation funding Agreement (Feb/Mar)
- Kelsey Zone Change (*119<sup>th</sup> north of 29<sup>th</sup>*) (March 2nd)
  - *Deferred from Planning January 2nd*
  - *Meetings with adjoining property owners*
    - ✓ *Jan 16<sup>th</sup> & Jan 23<sup>rd</sup>*
  - *Planning Commission February 6<sup>th</sup>*
- Amphitheater Contract (Mar)

#### Items

- Amphitheater
  - RFP due February 10<sup>th</sup>
  - Park and Tree Board: March 10<sup>th</sup>
  - Council: March 16<sup>th</sup>
- New USD 266 school campuses
  - Under discussion and planning

- ✓ Sewer service – gravity feed system; Lift station to be a future City project
- ✓ Roadways/sidewalks/intersection construction to begin this summer
- ✓ Architect/Engineers/Staff are coordinating efforts
- ✓ February 5<sup>th</sup> update meeting with Architect, Engineer and BOE
- iCompass –
  - Software for meeting preparation and presentation
  - March/April launch
- Incode Financial and Court User Conferences
  - February 20<sup>th</sup> and 21<sup>st</sup>
  - Hosted by the City of Maize
  - A number of staff is attending
- Budget Management Team Meeting
  - February 27<sup>th</sup> @ 10:00am
- Public Works Items
  - On February 1<sup>st</sup>, Jeff Priddle became the Interim Public Works Director
  - Staff is preparing Public Works organizational chart and job description modifications for Council consideration in the next two months

**Economic Development**

- Reiloy USA Expansion
- Barn’rds Restaurant
- Cypress Point
- Carriage Crossing
- Copper Creek Apartments
- Hampton Lakes Villas
- Eagles Nest II, Phase 1
- 4 single family permits YTD

**Upcoming Meetings**

- |                               |                          |              |
|-------------------------------|--------------------------|--------------|
| • Wednesdays                  | Mayor's Weekly Meeting   | @ 11am       |
| • February 17 <sup>th</sup>   | Council                  | @ 7pm        |
| • <b>March 2<sup>nd</sup></b> | <b>Council (Special)</b> | <b>@ 7pm</b> |
| • March 5 <sup>th</sup>       | Planning                 | @ 7pm        |
| • March 10 <sup>th</sup>      | Park & Tree              | @ 5:30pm     |
| • March 16 <sup>th</sup>      | Council                  | @ 7pm        |

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