

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

TIME: 5:30 P.M
DATE: TUESDAY, APRIL 9, 2019
PLACE: MAIZE CITY HALL
10100 GRADY AVENUE

AGENDA

VICE-CHAIR MARINA FULTON, PRESIDING

- 1) Call to Order
- 2) Roll Call
- 3) Approval of the Agenda
- 4) Approval of January 8, 2019 Minutes
- 5) Old Business
- 6) New Business
 - a) Arbor Day 2019
 - b) Land and Water Conservation Fund Grant
- 7) Staff Report
- 8) Adjournment

**MINUTES – REGULAR MEETING
MAIZE PARK AND TREE BOARD
TUESDAY, JANUARY 8, 2019**

The Maize Park and Tree Board met in a regular meeting at 5:30 pm, Tuesday, January 8, 2019 with *Chair Dennis Wardell* presiding. Board members present were *Vice-Chair Marina Fulton, Maren Breit* and *Patrick Atchison*. *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.
Atchison seconded. Motion declared carried.

APPROVAL OF THE DECEMBER 11, 2018 MINUTES:

The Park and Tree Board Meeting Minutes of December 11, 2018 were submitted for approval.

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

2018 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 fourteen years. The Tree City USA application for 2018 was submitted on behalf of the City of Maize with all standards met on January 4, 2019. Awards for 2018 have yet to be announced. No official action by the board was taken on this discussion item.

Park and Tree Board Sponsored Master Gardener Classes

One of the education goals for the 2019 Park and Tree Board Objectives is to sponsor a Master Gardener from the Sedgwick County Extension Office to offer a free class to the community through the Maize Recreation Commission. Hugh Nicks, lifelong Maize resident and Master Gardener, has agreed to present a class on common planting and care mistakes that kill new trees on April 9th from 6-7pm at the Maize Recreation Center. He will also lead a class on damage control of lawn, shrubs & trees by voles, moles & gophers on May 7th from 6-7pm at the Maize Recreation Center. 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 6:03 pm

Approved by the Park and Tree Board on _____ 2019.

Park and Tree Board Member

Recording Secretary

**MAIZE PARK AND TREE BOARD
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TUESDAY, APRIL 9, 2019**

AGENDA ITEM #6A

ITEM: **Arbor Day 2019**

BACKGROUND:

In February staff was contacted by Chris Morrison, an Earth Science Teacher at Maize South High School, about the possibility of a joint Earth Day or Arbor Day project with the City of Maize Park and Tree Board. Approximately 120 freshman students enrolled in Earth Science classes at Maize South would participate in the project.

Staff, along with three teachers from Maize South High School, determined that an Arbor Day planting event on Friday, April 26th would most be in line with curriculum and student goals. The students will be split into a morning session and afternoon session. Each pair of students will plant one tree for a total of 67 trees. The students plan to track and record the air quality and other environmental impacts by developing QR coded markers for each tree.

In conjunction with Hillside Nursery, staff identified locations and tree species for 67 trees. Thirty-two trees will be planted around the City Hall campus. The trees around City Hall will be larger balled and burlapped trees to better match the established buildings. Thirty-five trees will be planted alongside the new sidewalk on 45th street between Plantation and east to the Railroad tracks. The trees for this location will be smaller 5 gallon trees.

A draft of the schedule of events has been prepared and is attached. This schedule may be altered slightly as the date nears. A back-up rain date for the event has been scheduled for May 3, 2019.

This will be the biggest Arbor Day planting for the City of Maize as well as an exciting first partnership with our Maize schools.

FINANCIAL CONSIDERATIONS:

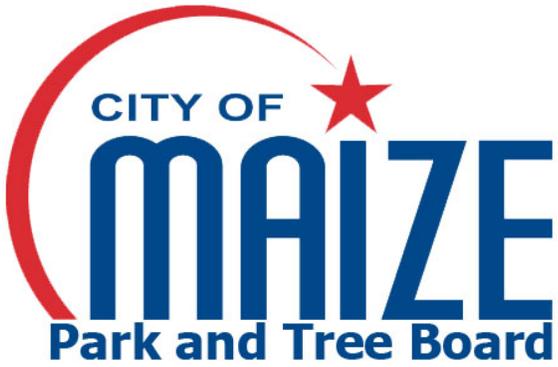
The cost of the project is estimated at \$8500 with a not-to-exceed budget of \$10,000. Funds for this project are within the Park CIP budget authority.

LEGAL CONSIDERATIONS:

None.

RECOMMENDATION/ACTION:

Approve the proposed activities for the City of Maize's Arbor Day 2019 celebration and recommend the expenditure of funds not-to-exceed \$10,000 to City Council and staff.



Maize South High School

Arbor Day Celebration

April 26, 2019

Schedule of Events

SESSION 1: 7:45-10:45am | 45th Street Planting

- | | |
|------------------|--|
| 7:45 | Students arrive at City Hall |
| 7:50-8:00 | Welcome and Introductions
Dennis Wardell, Park and Tree Board Chair |
| 8:00-8:30 | Tree Planting Demonstration
Hugh Nicks, Sedgwick County Extension Master Gardener |
| 8:30-9:45 | Tree Planting along 45th Street
(starting at Plantation street & east to Railroad Tracks) |
| 10:00 | Presentation
Donna Clasen, Mayor of the City of Maize |
| 10:15 | Reception |
| 10:45 | Students depart City Hall |

LUNCH: 10:45-11:15

A light lunch will be provided for any Council, volunteers and staff who will be present for the entire day's activities.

SESSION 2: 11:15am – 2:15pm | City Hall Planting

- 11:15** **Students arrive at City Hall**

- 11:20-11:30** **Welcome and Introductions**
Dennis Wardell, Park and Tree Board Chair

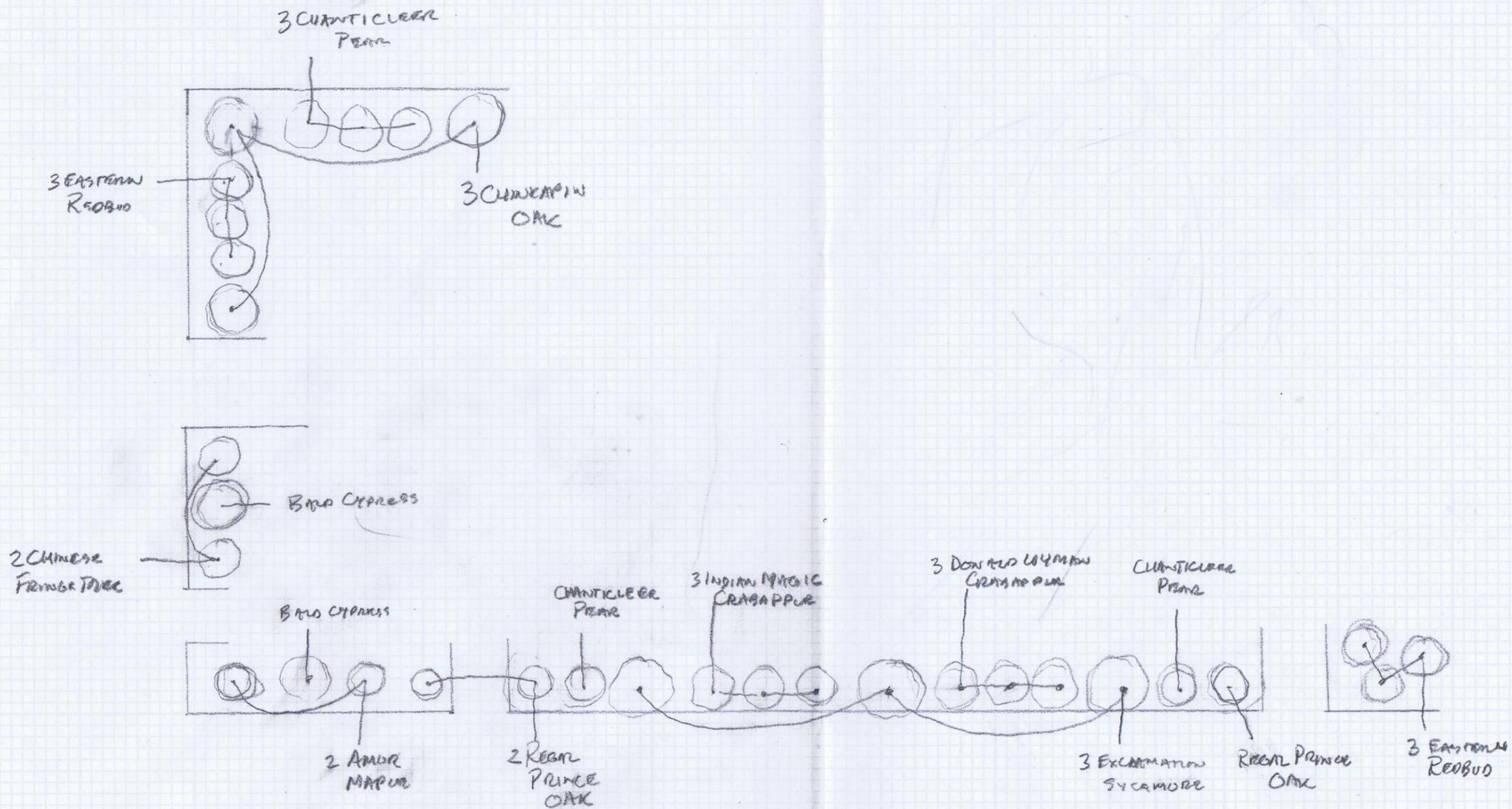
- 11:30-12:00** **Tree Planting Demonstration**
Hugh Nicks, Sedgwick County Extension Master Gardener

- 12:00-1:15** **Tree Planting at City Hall**

- 1:30** **Presentation**
Donna Clasen, Mayor of the City of Maize

- 1:45** **Reception**

- 2:15** **Students depart City Hall**



Arbor Day
Friday, April 26, 2019
City Hall Plantings

Chinkapin Oak



Chanticleer Pear



Eastern Redbuds



Chinese Fringe Tree



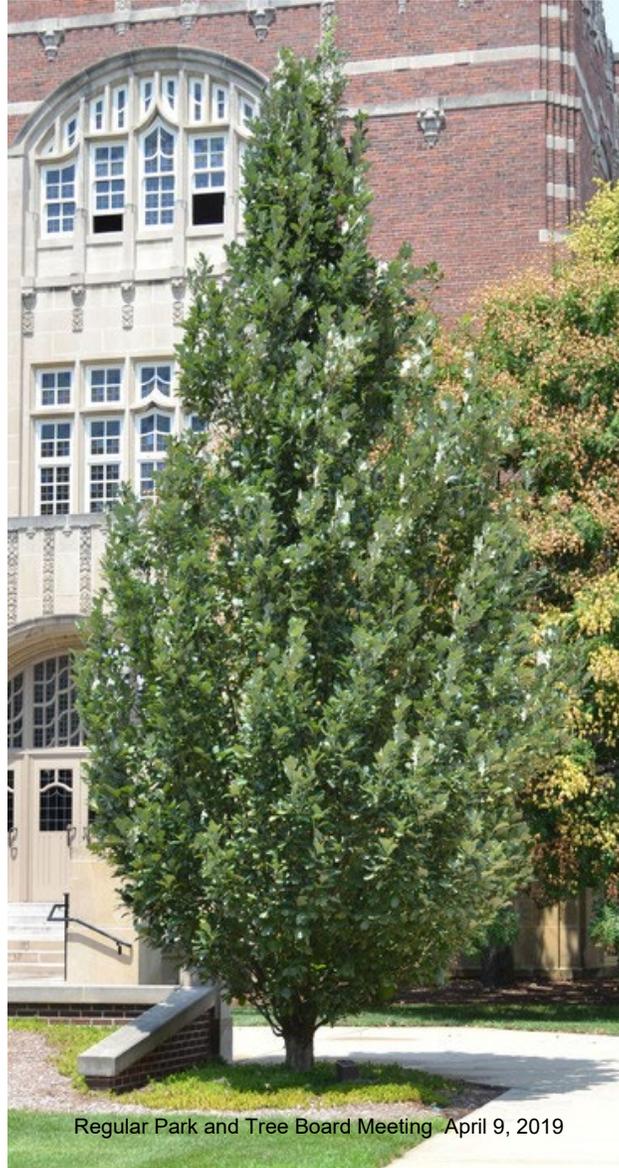
Lacebark Elm (substitute for Bald Cypress)



Amur Maple



Regal Prince Oak



Exclamation Sycamore

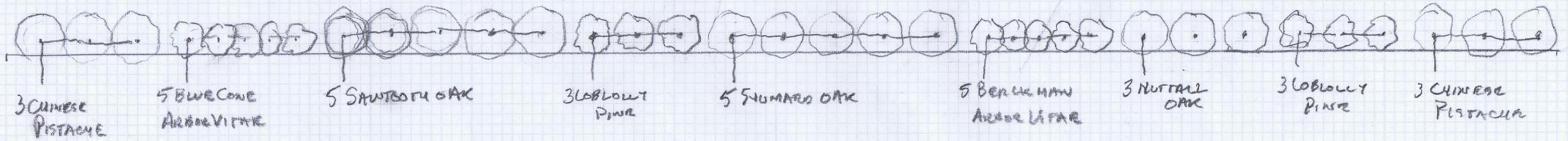


Indian Magic Crabapple



Donald Wyman Crabapple





Landscape Plan For MAIZE 45th ST. NORTH

Scale 1" = 60'



Hillside
Nursery

2200 S. HILLSIDE, WICHITA, KANSAS 67211 / PHONE (316) 686-6414

Arbor Day
Friday, April 26, 2019
45th Street Plantings
Plantation Street to Railroad Tracks

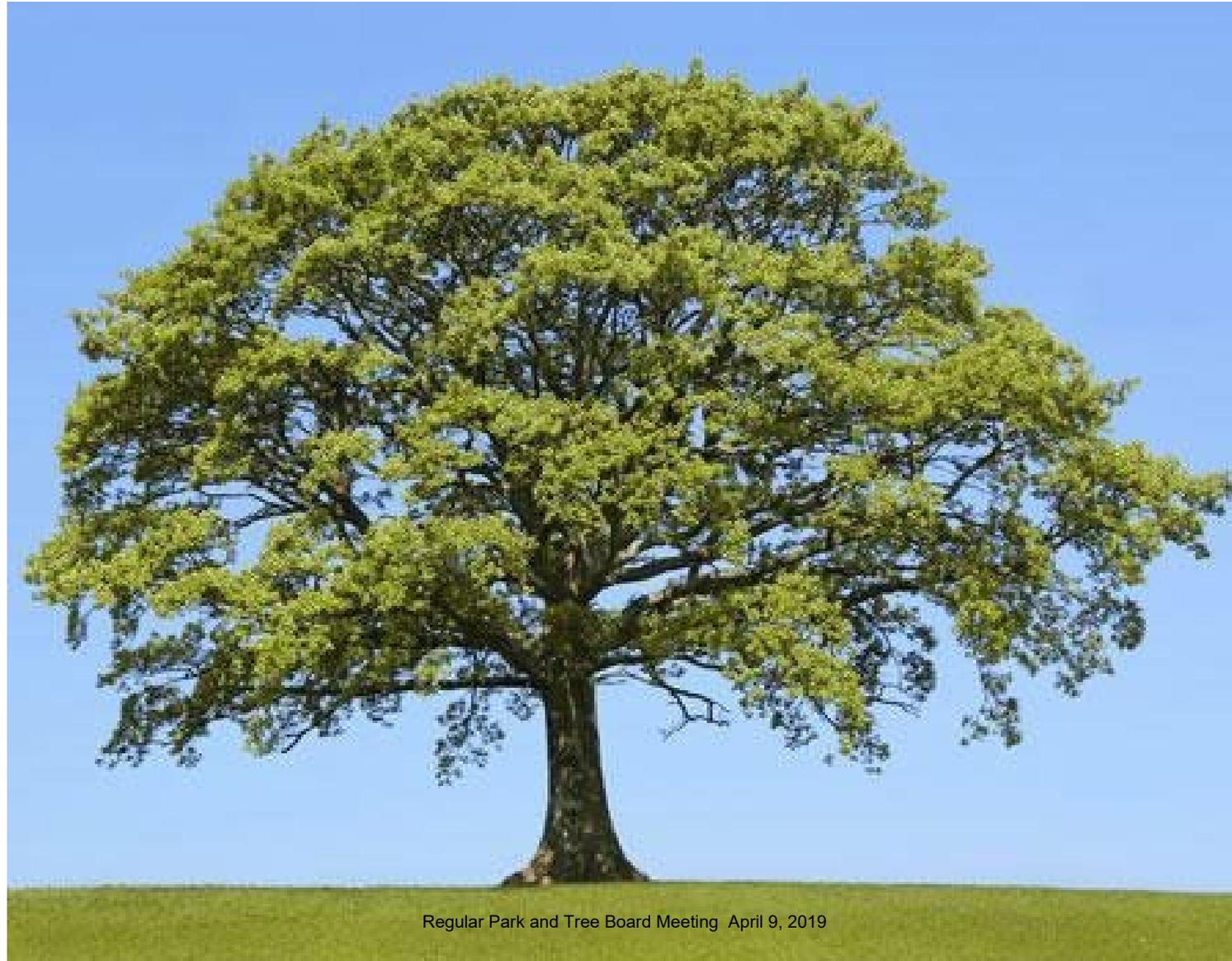
Chinese Pistache



Blue Cone Arborvitae



Sawtooth Oak



Loblolly Pine



Shumard Oak



Berkman Arborvitae



Nuttall Oak



**MAIZE PARK AND TREE BOARD
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AGENDA ITEM #6B

ITEM: Land and Water Conservation Fund Grant

BACKGROUND:

During the 2019 budget process, the Park and Tree Board requested Capital Improvement Project funding to accomplish one of the Master Park Plan top two priorities: new parkland acquisition or construction of an amphitheater at Maize City Park. The successful completion of either of these projects would entail the receipt of a 50-50 matching grant from the Land and Water Conservation Fund grant.

Staff researched several land opportunities; however, no purchase agreements were reached with any current landowners in time to complete an application by the April 15, 2019 deadline.

Staff has therefore decided to apply for the grant for an amphitheater at Maize City Park. As part of the Academy Arts District Project, RDG consultants provided the City with an cost estimate for the construction of an amphitheater. The breakdown of costs for an amphitheater with a stage roughly 40' x 60' is below. The artist's rendering is attached.

Breakdown of Amphitheater Costs

- Canopy - \$300,000
- Stage - \$60,000
- Site Prep - \$30,000
- Sidewalk Connections - \$10,000
- Utilities - \$50,000
- Architecture/Engineering - \$50,000

Total Costs - \$500,000

FINANCIAL CONSIDERATIONS:

Staff conservatively projects an ending 2019 Parks CIP budget balance of \$175,000.

Requesting \$75,000 for 2020 Parks CIP would ensure the City's grant match of \$250,000 for the amphitheater project to be completed by the beginning of 2020.

LEGAL CONSIDERATIONS:

None.

RECOMMENDATION/ACTION:

Approve the completion of a 50-50 matching grant application from the Land and Water Conservation Fund for constructing an amphitheater at Maize City Park and request a minimum of \$75,000 for 2020 Parks CIP from Council to ensure a full grant match.

MAIZE PARK AND TREE BOARD

STAFF REPORT

DATE: April 5, 2019
TO: Maize Park and Tree Board
FROM: Richard LaMunyon, Jolene Graham, Ross Jensby
RE: Staff Report

Parks Update

- Welcome to two new members who were appointed to the Park and Tree Board by Mayor Clasen on March 18, 2019!
 - Steve Schmidt and Susan Woods
 - Bios attached
 - Both terms will be through May 2021
- Tree City USA 2018
 - Award was received last week. Congratulations!
 - Certificate will be framed and displayed in the City Hall Lobby.
- Park and Tree Board sponsored Master Gardener Classes:
 - **Selection, planting and care of Kansas trees.**
Tuesday, April 9th, 6-7pm at the Maize Recreation Center
Hugh Nicks, lifelong Maize resident and Sedgwick County Extension Master Gardener, will present a class on common planting and care mistakes that kill new trees. Proper tree selection, planting and care will be covered so that you will be equipped to offer your trees the opportunity for a long and healthy life. This free class is sponsored by the City of Maize Park and Tree Board.
 - **Damage control of lawn, shrubs & trees by voles, moles & gophers.**
Tuesday, May 7th, 6-7pm at the Maize Recreation Center
Hugh Nicks, lifelong Maize resident and Sedgwick County Extension Master Gardener, will present a class on how to tell the difference between these pesky lawn critters and provide solutions for their removal, as well as other best lawn management practices. This free class is sponsored by the City of Maize Park and Tree Board.

General City Update

Pending Council Items

- Series 2019A Temp Note Sale (*Villas at Hampton Lakes and Carriage Crossing VI*) (April)
- Master Bicycle/Pedestrian Plan (April)
- Utility Rates Revision Discussion/Workshop (April)
- City Audit Presentation (April)
- Industrial Park Re-spread of Taxes (April)

- Arbor Day Proclamation (April)
- Consent Agenda Zoning Cases: (April)
 - Easement Vacation Fiddler’s Cove
 - Zoning Case #Z-01-019 (Kilgore Enterprises)
 - Nick’s Addition Zone Change/CUP
- Policy Manual Update (April/May)
- Petitions Resolutions (Carriage Crossing 7) (May)
- Black Hills Franchise Ordinance (May/June)

Additional Items

- Budget Management Staff Team Meeting
 - Thursday, April 11th at 9:00am.
 - Agenda and Topics are under construction
- Incode Budgeting Software
 - Jocelyn and Sara will be attending an Incode conference/ training in Dallas, April 7-10.
 - Court software demonstration – Thursday, April 11th at 10:30am
- Public Works Tech Upgrade
 - A server will be installed to enhance speed and capacity for mapping and PW operations.
 - Staff researching fiber connection options for the long-term
- ICT Chiropractic & Acupuncture Open House (5255 N. Maize Road)
 - April 12th 1-5pm
 - Plaque to be presented on behalf of the City

Economic Development

- Industrial Park
 - Shuttle Aerospace moving equipment into the building
 - Evans Building closed on the land. Construction to begin ASAP.
- Dollar Tree (north of O’Reilly’s Auto & south of Goodwill)
 - Landscaping and signage under discussion
- Housing Developments
 - Eagles Nest II Addition
 - Construction of the first homes will begin off of Maize Rd. and develop to meet Eagle’s Nest I Addition
 - Developer is working on Final Plat for Planning Commission approval
 - Cypress Point
 - Third home is under construction
 - Carriage Crossing 6th Addition
 - Grading work has restarted due to improved conditions
 - 8 Duplex building permit applications have been approved
 - Copper Creek Apartments
 - Eight apartments occupied in Building #1
 - 12 Single family permits, YTD.
 - 8 Duplexes, YTD

Upcoming Meetings

- April 8th Special Meeting & Utility Rate Workshop @ 6:00pm
Meal served @ 5:30pm
- April 9th Park & Tree @ 5:30pm
- April 11th Planning @ 7:00pm
- April 15th Council @ 7:00pm
- April 22nd City/BOE Workshop @ BOE @ 6:00pm
- May 2nd Planning @ 7:00pm
- May 6th Council Workshop @ 6:00pm
- May 14th Park & Tree @ 5:30pm
- May 22nd Council @ 7:00pm

~ Weekly Mayor's Workshop every Wednesday at 11:00 am ~

Maize Park and Tree Board New Member Bios

Steve Schmidt

Per your request, I'm providing a brief background of myself and my interest in serving. I attended Maize schools from 8th grade until the middle of my senior year of high school before our family moved to Buhler, KS. Obviously, Maize has dramatically changed since my school years. I graduated from Bethel College in North Newton, KS and worked as a CPA at Ernst & Young in Wichita for 8 years before moving to Hutchinson where I was Partner/CFO of Sirloin Stockade for over 20 years. We moved back to Maize a few years ago when I accepted a position at Mennonite Housing, a provider of low-income housing in the Wichita area. I currently am the Director of Development at Profit Builders, a small accounting and payroll services firm at 29th and Ridge road.

I'm married to a nurse and have 3 grown boys who are in or recently graduated from college. Lynn and I live in the Watercress addition. Upon moving to Maize, we planted over 200 trees/shrubs/flowers around our yard so I do enjoy landscaping as a hobby. I'm not an expert in plants but enjoy the peacefulness and beauty of nature and believe it's an important part of any community.

We enjoy biking, walking, good food and all things nature. Traveling to national parks and hiking in the mountains is especially fun! While living in Hutchinson, we were active in Journey Mennonite Church where I designed, raised funds and oversaw construction of a community playground on our church property. I love great trees, especially the Sequoias, but I don't think we'll ever have any of those in Kansas!

I enjoy working with people, brainstorming ideas, and organizing projects. If you think my background would be helpful to the Board, I'd appreciate the opportunity to help out. Feel free to call or email me with questions.

Thanks so much!
Steve Schmidt
620.474.3909
Steve391192@gmail.com

Susan Woods

Thank you for the opportunity to serve on the Park and Tree Board. I want to share a little bit about my background both professionally and personally.

My career of 33 years in the technology industry gave me great insight into how to effectively communicate technology and marketing transitions. My skills include speaking in front of diverse and large audiences, running workshops, and preparing materials for senior management. I traveled extensively (and exhaustively) for 30 years and decided in 2017 to take a short Sabbatical.

I grew up in a “very” environmentally aware family in a small town on the coast of NC. My career took me inland where I worked and raised two kids in Greensboro, NC, until last year when I moved to Maize with my husband, Brian Woods. Brian has lived in Wichita for over 40 years and while he was a “farm kid,” his career has been in Aerospace Supply Chain, currently with Spirit. My in-laws are Charlie and Janice Clupny, who are lifelong Maize residents.

My interest in serving on the Park and Tree Board lies in a personal conviction of knowing we all need to be outside and in motion! Families need outdoor places they can go to make the “outdoors” part of their entertainment lifestyle.

I invite you to connect with me on LinkedIn under my legal name, Susan Macheledt, or reach me through my contact info below.

Susan Woods 336-207-9955

Smwoods0616@outlook.com

4060 Reed Ave #2402, Maize KS 67101