

# **PARK BOARD AGENDA**

Monday, June 2nd, 2025

- I. Call to Order
- II. Approval of April 7, 2025, Minutes
- III. Old Business
- IV. New Business
  - A. Review Bylaws
  - B. 4<sup>th</sup> Fish price increase
  - C. Orchard Acres Playground
  - D. Finance Report
  - E. National Clean Up Day - September
- V. Correspondence
- VI. Event Updates
  - A. Hometown Market
  - B. Summer Park Performances
  - C. 4<sup>th</sup> of July Schedule
- VII. Off Agenda
- VIII. Adjournment

**\*\* Reminder - Next meeting Monday, August 5th**

# **HAYSVILLE PARK BOARD**

Minutes  
April 7, 2025

Call to Order: The meeting was called to order at 5:15 p.m. by Mayor Kessler in the Council Room at City Hall, 200 W. Grand, Haysville, KS.

Those in attendance at the start of the meeting was Ken Bell, Jonas Harris, Teri Grey, Mayor Russ Kessler and Georgie Carter.

## **Approval of Minutes:**

Mayor asked for a motion to approve the minutes of March 3, 2025.

“I make a motion to accept the minutes for March 3, 2025.”

Motion by Jonas - Second by Ken

Motion carried.

## **Old Business:** N/A

## **New Business:**

### Review the Bicycle and Pedestrian Master Plan

Discussion about Bicycle and Pedestrian Master Plan. Need to change 157% Community to 57%.

### Arbor Day Date – Monday, May 5 at 5:15pm – Country Lakes Park

Received designation for 2024 – 25 years. Scouts have been contacted.

### Finance Report

Georgie presented the finance report for funds 31, 51 and Rec/Parks Sales Tax.

“I make a motion to approve the finance report.”

Motion by Teri - Second by Ken

Motion Carried.

### Approval for Historic Flowers for \$250

Removed from agenda. Was already discussed at last meeting.

### ADA Equipment for Cohlma Increase by \$3,000

Discussion about ADA equipment. Originally approved \$160,000. Showed layout of second Piece is \$76,577=\$5,691 for sidewalk.

“I make a motion to approve the ADA Equipment for Cohlma increase by \$3,000.”

Motion by Jonas - Second by Teri

Motion carried.

### Approve Match for Waste Tire Grant (\$8,908)

Georgie discussed that she applied for a grant through KDHE for swing mats and picnic tables. Mats for Dorner, PC & Country Lakes. Tables for Riggs, Orchard Acres. Will order May 1.

“I make a motion to approve the match for Waste Tire Grant at \$8,908.”

Motion by Ken - Second by Jonas

Motion carried.

**Correspondence:** N/A

**Event update/Reminders:**

Party in 060 – Saturday April 26<sup>th</sup> from 3-9pm

PW Recycling Center – 10 - noon on April 26th

**Off Agenda:**

Anything else the board would like to see us working on. Jonas mentioned Sarah Lane culverts are full. Georgie will talk to Tony about that.

**Adjournment:**

Mayor asked for a motion for adjournment.

“I make a motion to adjourn this meeting.”

Motion by Jonas - Second by Teri.

Motion Carried.

The Park Board meeting adjourned at 5:31 pm

No meeting in May – Arbor day planting, on May 5<sup>th</sup> at 5:15pm in Country Lakes Park.

## **HAYSVILLE PARK BOARD BYLAWS**

The intent and purpose of these bylaws is to provide the Park Board with procedures to follow in the conduct of meetings and to provide a systematic way to recommend items to the Governing Body of the City of Haysville, Kansas. The Park Board is responsible for all trees on City owned property in conformance with the requirements of the Tree City USA standards, and to advocate for safe access to sidewalks, pathways, and/or roadways for bicyclists and pedestrians.

### **BOARD TERMS**

- A. The Board shall be composed of five (5) members, one (1) of whom shall be the mayor or councilmember appointed by the mayor to serve as ex-officio chairperson of such Board. The other four (4) members shall be resident taxpayers of the City who shall be appointed by the mayor with the consent of the governing body. The primary goal of such membership is for each Ward of the City to be represented by a Board member, but this goal is not mandatory if any given Ward fails to provide a volunteer. The secondary goal of such membership is that all positions remained filled to provide the greatest input from Haysville resident taxpayers.
- B. No member of the Park Board shall be related by blood or marriage to the mayor, to any member of the council or to any officer of the city government. The members of the Board shall serve without compensation.
- C. Upon creation of the Board, two members of the Board shall be appointed for an initial term of one year, and two members shall be appointed for an initial term of two years. Thereafter, all appointments shall be for two-year terms, and all members shall be eligible for reappointment(s) at the discretion of the mayor.
- D. In the event of death, resignation, or other disqualification of any members of the Park Board, his or her successor shall be appointed by the mayor by and with the consent and approval of the council members of the city and such appointment shall be for the unexpired term only. The members of the Park Board may be removed by the mayor for failure to attend meetings, training and workshops, neglect of duty, or malfeasance in office.
- E. The Board shall meet at least once quarterly, and meetings can be held online or through conference call. The Board shall make its recommendations to the city council in writing at least six days before to the next regularly scheduled city council meeting.
- F. The Park Board shall make an annual report of all its proceedings and of the condition of the parks of this city to the governing body during the month of January each year; provided, that any procedural rules and regulations established by the Board shall be subject to review and modification by the city council. A majority of the five members shall constitute a quorum for the transaction of business.

## **DUTIES OF THE BOARD**

- A. Develop a list of goals and objectives, to include needs and usage of the existing parks and open space; needs for additional park grounds; the size and types of park grounds to be considered; development of short- and long-range capital improvements required to develop current and proposed park grounds; and essential environmental concerns for the community and the surrounding planning and growth area.
- B. Study, investigate, counsel and develop and/or update annually, and administer a written plan for the care, replacement, maintenance, and removal or disposition of trees and shrubs in the parks, along streets and in other public areas that will serve as the official comprehensive tree plan for the city.
- C. Develop programs and review existing programs to encourage the usage of City parks and open space. When feasible, such programs should provide for joint use of land with other governmental entities to include the USD 261.
- D. Develop initiatives to enhance the image of the community, both at the neighborhood level and city-wide, through beautification and preservation projects to include landscaping, tree planting, decorative lighting, and measures to reduce traffic, noise, sight and other types of pollution.
- E. Develop and maintain a list of recommended tree species for planting anywhere within the city. Such list shall be available to residents of the city upon request to aid in the selection of trees for private properties. The list shall be updated annually by the Board to reflect new developments or species which have favorable characteristics for inclusion in the community forest.
- F. Plan for and carry out an annual Arbor Day Observance and Proclamation.
- G. Promote the safe use of bicycling and walking for transportation, wellness, recreation, and environmental enhancement through various means of transportation, including bicycling and walking.

## **ORGANIZATION AND OFFICERS**

- A. There shall be a Chairperson and secretary. The secretary will be a designated City employee.
- B. The Chairperson shall preside at all meetings of the Board. In the absence of the Chairperson, one of the Board members will be selected to serve as the acting Chairperson.
- C. The Chairperson, shall have the right to vote on motions placed before the Board. The secretary, if a designated City employee, shall not have a vote. Members may be

allowed to participate in a meeting by conference call. Any such conference call shall be subject to the provisions of the Kansas Open Meetings Act.

- D. The Secretary shall have the following duties:
- (1) Take minutes of each Board meeting.
  - (2) Be responsible for publication and distribution of copies of the minutes, reports, and decisions of the Board to the members of the Board.
  - (3) Advise the Mayor of vacancies on the Board and expiring terms of members.
  - (4) Submit to the Mayor names of persons interested in serving on the Board.
  - (5) Prepare and submit to the Council a complete record of the proceedings before the Board on any matter requiring City Council consideration.
  - (6) Provide, by US Mail and/or email, an agenda with the time and place of the next meeting not later than the Friday prior to the scheduled meeting.
  - (7) Provide public access to any meeting taking place by conference call.

## MEETINGS

- A. The Park Board shall meet on the first Monday of each calendar month. The regularly scheduled time shall be 5:15 p.m. at City Hall. ~~the Public Works Office.~~ Meeting times will be posted on the City's webpage. Such notice shall designate any change in place or time of any such monthly meeting as determined necessary by the Board.
- B. All meetings shall be open to the public. The public may access any meeting taking place by conference call with prior notification to the secretary.
- C. Members of the Park Board shall make it a regular practice to attend meetings and any scheduled workshops. If, for any reason, a Board member cannot attend the scheduled meetings, it is the Board member's responsibility to notify the secretary of the absence prior to the meeting.
- D. If a Park Board member is absent from two consecutive meetings without notifying the secretary prior to the meeting or absent 20 percent (approximately two times) in a calendar year, then upon a motion by the Board, the name of the member will be forwarded to the mayor for removal from the Board.
- E. The jurisdiction of the Park Board shall include all parks, dedicated park lands and any other matters involving Haysville's Park systems.
- F. The record of all Board meetings and hearings shall be kept on file at City Hall, in such manner as to be available for public inspection during regular office hours.
- G. Amendments to these rules may be introduced at any meeting of the Board and voted on at the same or any subsequent meeting, provided that notice of the consideration of any such amendment is provided to each member with the agenda packet. ~~or passage, either in the form of a letter or official Agenda of the Park Board, is mailed to each member prior to its first introduction at a regular meeting.~~



# **Haysville's 4th of July Celebration**

## **Event Schedule: July 4, 2025**

***\*Events Sponsored by the City of Haysville & Park Board\****

### **Independence Day Parade 8:00 am**

The parade will start at the Haysville Middle School (900 W. Grand) and end at Haysville United Methodist Church (601 E. Grand). Lineup at 7:00 am. Co-Sponsored by Haysville Chamber of Commerce.

### **Cornhole Tourney**

**9:00 am, Pre-Register, \$20/Team**

Participants must be 18 years old. Boards provided. Bring your own bags. Double elimination tourney. Register by Monday, June 24th. Games begin at 9:00 am.

### **OK Kids Fishing Derby**

**9:00 am, Ages 3 - 13, FREE!**

Join us in one of America's favorite pastimes - fishing at Riggs Park Lake! No parental assistance allowed! Prizes will be given for participation, to everyone who catches a fish and for the most fish caught! Must be present to win! Registration begins at 8:30 am. Fishing begins at 9:00 am. Fishing allowed until 9:45 am!

### **Frog Races**

**10:00 am, Ages 3 - 13, FREE!**

Find a frog or toad and bring it to race in one of our favorite events! Races will be divided by age groups. Heats and age group winners will receive a prize! No parental assistance allowed! Registration begins at 9:45 am @ the Riggs Band Shell.

### **Hot Dogs in the Park**

**Immediately following Frog Races - FREE!**

Free Hot Dogs in Riggs Park.

### **Red, White & Water Games Immediately following Frog Races Ages 3 - 13, FREE!**

Come cool off with water-themed games/activities at Riggs Park.

### **Raft Races at the Pool**

**11:30 am, Ages 6 - 13, FREE!**

Kids will race on a raft across the pool. Prizes will be awarded. Registration begins at 11:15 am. Races begin at 11:30 am.

### **Water Carnival at the Pool**

**12:00-5:00 pm, Free with Donation**

Swim for FREE! We ask that each person brings one non-perishable food item for the Haysville Food Bank. Games and prizes throughout the day!

### **Food Court**

**6:00-10:00 pm**

Come enjoy various Food Trucks and Pat's Concessions.

### **Concert,**

**7:30-9:45 pm, FREE**

Come enjoy this free concert by Jet City.

### **Fireworks**

**9:45 pm (approximately)**

The highlight of evening is the fireworks display! Bring your lawn chair to Riggs Park and enjoy a front row seat to the action. You won't want to miss this show!!