



BOARD OF PARK AND RECREATION COMMISSIONERS

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RECREATION (REC) COMMITTEE

Leslee Rivarola, Chair
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Nancy Wallerstein
Mike Pirner, Board Chair Ex Officio Member

MEETING MINUTES

JCPRD Administration Building Boardroom
7900 Renner Road, Shawnee Mission, KS 66219

February 11, 2019
5:30 pm

CALL TO ORDER/ROLL CALL

The meeting was called to order by Committee Chair Leslee Rivarola, and roll call was taken as follows:

Committee Members Present: Steve Baru, Leslee Rivarola, Nancy Wallerstein

Committee Members Absent: None

Guests Present: None

Staff Members Present:

Jill Geller, Executive Director
Jeff Stewart, Deputy Director
Jennifer Assmann, ASV Sr. Administrative Assistant
Jo Ann Courtney, Administration & HR Manager
Noelle Testa, Chief Financial Officer
Jay Hinrichs, Development Director
David Grant, Human Resources Director
Ted Tartenaar, Information Tech. Services Manager

Richard Smalley, Marketing & Communications Mgr.
Susan Mong, Superintendent of Culture
Katie Baergen, CUL Sr. Administrative Assistant
Rhonda Pollard, Superintendent of Recreation
Jane Lickteig, REC Sr. Administrative Assistant
Jim Wilson, Project Manager
Tim Bair, Fine & Performing Arts Manage
Mary Eads, Administration Assistant

DISCUSSION & ACTION

A. Mid-America West Sports Complex (MAWSC) Backstop Repair – Jim Wilson, Project Manager

Mr. Wilson presented funding request for MAWSC backstop repair and exemption to competition and award of repair contract to Empire Netting and Fence for consideration. A summary of the background was presented to the committee, along with options for repair or replacement of the backstops. Emphasis was given on the timing of action by the JCPRD Board so the contractor could start procuring the materials for the repair and begin production of the engineering submittals. If the contractor is approved and the project can be started immediately after the February Board meeting, the contractor has indicated that play could resume as soon as late March or early February. Staff recommend proceeding with the purchasing exemption, project funding, and contract approval as it is the best option to minimize revenue loss and the associated tournament hospitality revenue and customer satisfaction impacts for JCPRD. Ms. Wallerstein asked if the same footing will be used with the backstop repairs. Mr. Wilson explained that the new backstops will require 4 new, large (12" diameter) posts to be installed on larger footings at the 4 corners of each backstop. These 4 existing posts will have to be dug out completely and replaced with larger footings. The remaining old footings and posts will be cut off at 30", coated black, and faced with new, black chain link material. The upper netting material will then attach to this short fence. Maintenance

equipment and pass balls will contact the rigid part of the 30" chain link fence, instead of snagging the fabric netting. A new 16" wide concrete mow strip will be installed along the face of the old and new posts to contain the infield mix. This same mow strip will serve as the future attachment point for the recommended synthetic turf renovation. This coincides with the future Sports Field Safety Plan is to change to a synthetic surface/artificial turf for future improvements. Mr. Baru inquired as to the timeframe in completing the backstop repairs. Mr. Wilson shared that if the backstop repairs are approved by the Board at the February 20, 2019 Board meeting, staff can notify the company to start work as soon as possible. The contractor indicated a construction timeframe of 4 weeks from the official start date. The first scheduled tournament play at Mid-America West Sports Complex was March 3, 2019, with goal of regular play resuming by April 2019. Mr. Stewart shared that only the damaged back stops will be replaced with the outfield fencing and dugout fencing staying as existing.

REC-1 It was the consensus of the committee to recommend Board consent approval to authorize staff to utilize Purchasing Policy 16.8 Paragraph A. "Exceptions to Competition" to procure the repair work for the MAWSC Backstops. It is also the consensus of the committee to recommend Board consent approval to allocate \$200,000 from the CIP Bank and \$150,000 from the REC CIP to create the project for the MAWSC Backstop Repair in the amount of \$350,000 and approve an agreement with Empire Netting and Fence in the amount of \$297,822 to complete the backstop repairs at the sports complex as indicated in their initial proposal, dated January 25, 2019.

B. JCPRD Food Products & Supplies Bid results – Rhonda Pollard, Superintendent of Recreation

Ms. Pollard presented the JCPRD Food Products & Supplies bid results for consideration. JCPRD sells concession items at multiple District locations throughout the year. In order to secure the best prices for products and supplies JCPRD has formally bid for these products and supplies. JCPRD staff opened and reviewed bids submitted for JCPRD Food Product and Supplies. Three vendors submitted bids: 1. EVCO Wholesale Food Corporation, 2. Sysco Kansas City, and 3. US Foods, Inc. After review, bidder No. 1 was over the superintendent's estimate on several items; bidder No. 2 submitted incomplete bid documents; and bidder No. 3 changed JCPRD's bid document, modifying bid specs, which is not acceptable. After review and discussion, the only acceptable bid is EVCO Wholesale Food Corporation, with certain items rejected due to cost estimates over the superintendent's estimate.

REC-2 It was the consensus of the committee to recommend Board consent approval of staff's recommendation to award the Food Product and Supplies bid to EVCO Wholesale Food Corporation for having the lowest overall bid, rejecting items #14, #24, #26, #55, #59, #60, and #71 for exceeding Superintendent's Bid.

C. First Student Bus Lease Agreement – Rhonda Pollard, Superintendent of Recreation

Ms. Pollard presented the First Student Bus Lease Agreement for consideration. The First Student Bus Lease agreement is necessary to allow JCPRD to provide transportation for summer camp participants. The agreement clarifies the duties and responsibilities of each party. This agreement is a renewal of the previous year's agreement. This is the eighth year for this agreement. Changes to the agreement include a cost increase of .04 per mile each year for the next 3 years, the dates, and appropriate names on the signature page.

REC-3 It was the consensus of the committee to recommend Board consent approval of the First Student Bus Lease Agreement.

D. KC Royals BB Corp. Facility Use Agreement (KCCC Kick-off Event) – Rhonda Pollard, Superintendent of Recreation

Ms. Pollard presented the KC Royals Baseball Corporation Agreement (KCCC Kick-off Event) for consideration. JCPRD has for many years conducted the Kansas City Corporate Challenge (KCCC) Kick-off Event in the Truman Sports Complex parking lot and surrounding road, owned and operated by the Kansas City Royals Baseball

Club. This facility is one of few in the city that can provide the area necessary for this huge event, involving more than 10,000 individuals. This facility provides the ample parking required, and a route for the walk that can be restricted from vehicular traffic. This is the ninth year for this agreement. This agreement is a renewal of the previous year's agreement. Changes are to the dates and appropriate names on the signature page.

REC-4 It was the consensus of the committee to recommend Board consent approval of the Kansas City Royals Baseball Corporation Facility Use Agreement (Kansas City Corporate Challenge Kick-off Event).

E. City of Prairie Village Day Camp Program Agreement – Rhonda Pollard, Superintendent of Recreation

Ms. Pollard presented the City of Prairie Village Day Camp Program agreement for consideration. The City of Prairie Village provides the use of Harmon Park and the Prairie Village Municipal Swimming Pool for JCPRD's summer camps. There is a high demand for summer camp activities for the children in Johnson County, and limited availability of facilities. This agreement with the City of Prairie Village provides a venue in the northeast part of the county where there are limited options for parents. This is an ongoing and successful partnership between JCPRD and the City of Prairie Village. This agreement is a renewal of the previous year's agreement. This is the tenth year for this agreement. Changes are to the dates, Non-Discrimination Clause, and appropriate names on the signature page.

REC-5 It was the consensus of the committee to recommend Board consent approval of the City of Prairie Village Day Camp agreement.

F. City of Prairie Village Learn to Swim Agreement – Rhonda Pollard, Superintendent of Recreation

Ms. Pollard presented the City of Prairie Village Learn to Swim agreement for consideration. JCPRD offers Learn to Swim programs to the community at the Roeland Park Aquatic Center. Demand for these programs increases during the summer months, and this agreement provides for the use of the Prairie Village Swimming Pool, at no charge to JCPRD for use of the pool, to offer these summer programs. This agreement is a renewal of the previous year's agreement. This is the tenth year for this agreement. Changes are to the dates, program information, Non-Discrimination Clause and appropriate names on the signature page.

REC-6 It was the consensus of the committee to recommend Board consent approval of the City of Prairie Village Learn to Swim Agreement.

G. Swimming Pool Facilities Super Pool Pass Agreement – Rhonda Pollard, Superintendent of Recreation

Ms. Pollard presented the Agreement by and among the City of Fairway, Kansas; the City of Leawood, Kansas; the City of Merriam, Kansas; the City of Mission, Kansas; the City of Prairie Village, Kansas; the City of Roeland Park, Kansas and Johnson County Park and Recreation District for use of swimming pool facilities (Super Pool Pass) for consideration.

REC-7 It was the consensus of the committee to recommend Board consent approval of the Agreement by and among the City of Fairway, Kansas; the City of Leawood, Kansas; the City of Merriam, Kansas; the City of Mission, Kansas; the City of Prairie Village, Kansas; the City of Roeland Park, Kansas and Johnson County Park and Recreation District use of swimming pool facilities (Super Pool Pass).

OTHER BUSINESS

No other business was discussed.

ADJOURNMENT

Ms. Rivarola adjourned the meeting at 6:03 pm.

**BOARD OF PARK AND RECREATION COMMISSIONERS
ADMINISTRATIVE SERVICES COMMITTEE**

[Signature on file] _____

LESLEE RIVAROLA, *Committee Chair*

*PREPARED BY Jane Lickteig, REC Sr. Administrative Assistant
Approved February 20, 2019*