



BOARD OF PARK AND RECREATION COMMISSIONERS

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ADMINISTRATIVE SERVICES (ASV) COMMITTEE

Jeff Meyers, Chair
Heather Rubesch
George Schlagel
Steve Baru, Board Chair Ex Officio Member

MEETING MINUTES

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

April 8, 2019
5:30 pm

CALL TO ORDER/ROLL CALL

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

Committee Members Present: Jeff Meyers, George Schlagel

Committee Members Absent: Heather Rubesch

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
Mary Eads, Administration Assistant

DISCUSSION & ACTION

A. AT&T Business Local Calling Agreement – Ted Tartenaar, ITS Manager

Mr. Tartenaar presented the 2019 renewal of the AT&T Business Local Calling Agreement. He explained AT&T is the sole provider of traditional phone line services for the majority of JCPRD locations, which are spread throughout the County. These services are currently covered under an expiring Business Local Calling Agreement that provides a discounted monthly rate for all traditional AT&T phone lines.

ASV-1 It was the consensus of the committee to recommend Board consent approval of the 2019 AT&T Business Local Calling Agreement.

B. Selection of Underwriters and Resolution(s) Authorizing the COP Offer for Sale – Noelle Testa, Chief Financial Officer

Ms. Testa explained at the March 20, 2019 Board meeting, the JCPRD Board adopted Resolutions 2019-01 and 2019-02 to finance park and facility improvements with the issuance of federally tax-exempt debt. A third resolution, Resolution 2019-03, was also adopted to refinance 2010D COP with the issuance of taxable debt.

The resolutions authorized the JCPRD Finance Group (consisting of the Executive Director, Deputy Director, Chief Financial Officer, Bond Council, and Financial Advisor), to solicit proposals from investment banking firms to underwrite the sale of the COP's. The Finance Group met on April 5, 2019, to evaluate and score the responses. The Finance Group recommends approval of Piper Jaffray to perform underwriter services for the three COP issuances.

ASV-2 It was the consensus of the committee to recommend Board consent approval to award underwriting services to Piper Jaffray through the adoption of a resolution authorizing the offer for sale of approximately \$6,365,000 principal amount of COP's for series 2019A to finance development of Cedar Niles Park, approximately \$4,540,000 principal amount of COP's for series 2019B to finance facility improvements at Mid-America Sports Complex and/or Mid-America West Sports Complex and approximately \$2,595,000 principal amount of COP's for series 2019C to refinance 2010D COP offering for New Century Fieldhouse.

OTHER BUSINESS

No other business was discussed.

ADJOURNMENT

Mr. Meyers adjourned the meeting at 5:33 pm.

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

[Signature on file]

JEFF MEYERS, *Committee Chair*

PREPARED BY Jennifer Assmann, ASV Sr. Administrative Assistant

Approved April 17, 2019