



BOARD OF PARK AND RECREATION COMMISSIONERS

Steven Baru, Chair
Leslee Rivarola, Vice Chair
George Schlagel, Secretary
Paul Snider, Treasurer
Jeff Meyers, Asst. Secretary
Heather Rubesch, Asst. Treasurer
Bob Carlson, Board Member
Steven C. Klika, Board Member

REGULAR BOARD MEETING

Meadowbrook Park Clubhouse
9101 Nall Avenue, Prairie Village, KS 66208

April 17, 2019
7:13 p.m.

MEETING MINUTES

CALL TO ORDER / ROLL CALL

The meeting was called to order by Board Chair Steve Baru, and roll call was taken as follows:

Board Members Present: Steve Baru, Bob Carlson, Steve Klika, Jeff Meyers, Leslee Rivarola, Heather Rubesch, George Schlagel, Paul Snider

Board Members Absent: None

County Manager’s Liaison: Joe Waters, Assistant County Manager, was in attendance.

Legal Counsel: Fred Logan and Andy Logan were in attendance.

Guests: See Visitor Register.

Staff in Attendance:

Jill Geller, Executive Director
Jeff Stewart, Deputy Director
Terry Anderson, Superintendent of Safety & Outdoor Education/Park Police Chief
Bill Maasen, Superintendent of Parks & Golf Courses
Susan Mong, Superintendent of Culture
Rhonda Pollard, Superintendent of Recreation
Jo Ann Courtney, Administration & HR Manager
David Grant, Human Resources Director
Jay Hinrichs, Development Director
Cliff Middleton, Planning & Development Manager
Richard Smalley, Marketing & Communication Mgr
Ted Tartenaar, ITS Manager
Noelle Testa, Chief Financial Officer
Jennifer Assmann, Sr. Administrative Assistant
Mary Eads, Administration Assistant
Mindy Love, Museum Director
Audrea Griggs, Museum Executive Assistant
Katie Kelley, System Administrator
Mike Dizney, NE Region Park Manager

Jim Wilson, Project Manager III
Shannon Sonnier, Sports & Facilities South Mgr
Sarah Vogelsberg, Facility Rental Coordinator
Cindy Lawrence, PGC Sr. Administrative Assistant
Jamie Lawrence, SW Region Assistant Park Mgr
Adam McElhattan, New Century Fieldhouse Maintenance Supervisor
Chuck Dvorak, Central Region Assistant Park Mgr
Lysa Dvorak, Outdoor Adventure Specialist
Katie Baergen, CUL Sr. Administrative Assistant
Rob Knaussman, Children’s Services Specialist
Rob Weber, Park Police Operations Captain
Kari Baesel, 50 Plus Special Events & Travel Specialist
Lisa Hughes, Children’s Services Specialist
Chris Pennington, Park Police Officer
James Ward, Park Police Officer I
Shawn Shively, Park Police Sergeant

PLEDGE OF ALLEGIANCE

PRESENTATIONS

A. JCPRD State of the County Video

B. Quarterly Awards

1. **Administrative Services Division:** Katie Kelley, System Administrator
2. **Culture Division:** Audrea Griggs, Museum Executive Assistant
3. **Recreation Division:** Adam McElhattan, New Century Fieldhouse Maintenance Supervisor
4. **Seasonal Employee:** Rich Parrett, Mid-America West Sports Complex Officials Assistant
5. **Team:** Mildale Perfect Storm - Chris Pennington, Park Police Officer; Jamie Lawrence, SW Region Assistant Park Manager; Dan Haase, SW Region Park Manager
6. **Volunteer:** The Hunter Family – Gary, Mary Kay & David; Special Populations/Special Olympics Volunteers

C. County Service Pins

1. **5 Years**
 - a. Sarah Vogelsberg, Facility Rental Coordinator
 - b. James Ward, Park Police Officer I
2. **10 Years**
 - a. Cindy Lawrence, PGC Sr. Administrative Assistant
 - b. Shawn Shively, Park Police Sergeant
3. **30 Years:** Jill Geller, Executive Director

PUBLIC COMMENTS

No public comments were presented.

CONSENT AGENDA

Regular & Special Board Meetings

BRD-1 Consider approval of minutes of the Regular Board Meeting held March 20, 2019.

Committee of the Whole Meetings

COW-1 Consider acceptance of the Natural Resource Management Plan prepared by Applied Ecological Services as presented.

COW-2 Consider acceptance of the Outdoor Athletic Facilities Study as developed by The Clark Enersen Partners as presented.

COW-3 Consider approval of Fees and Charges for 2019 as presented with modification that Policy 9.1.1. Revenues / Enterprise Fund Policy include notice that general fund covers capital costs for recreational facilities.

COW-4 Consider approval of Fees and Charges for 2020 as presented.

COW-5 Consider approval of minutes of the Committee of the Whole Meeting held April 8, 2019.

Administrative Services Committee

ASV-1 Consider approval of the 2019 AT&T Business Local Calling Agreement.

ASV-2 Consider 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 Certificates of Participation (COPs) for series 2019A to finance development of Cedar Niles Park, approximately \$4,540,000 principal amount of COPs 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 COPs for series 2019C to refinance 2010D COP offering for New Century Fieldhouse.

ASV-3 Consider approval of minutes of the Administrative Services Committee Meeting held April 8, 2019.

Culture Committee

CUL-1 Consider approval of JCPRD obtaining an alcohol license to offer patrons the opportunity to purchase wine or beer in the Theatre in the Park at Shawnee Mission Park concessions areas.

- CUL-2 Consider approval of free admission to U.S. active duty military personnel and their families from Memorial Day (May 27) through Labor Day (September 2).
- CUL-3 Consider acceptance of Theatre Advisory Council minutes dated March 22, 2019.
- CUL-4 Consider approval of minutes of the Culture Committee Meeting held April 8, 2019.

Parks & Golf Courses Committee

- PGC-1 Consider approval to award bid for Shawnee Mission Park marina roof repair to Construction Management Services, Incorporated, the low bidder meeting bid specifications and under the architect's estimate, at a cost of \$222,111.00.
- PGC-2 Consider approval of the Heritage Park Exchange Agreement with the Board of County Commissioners.
- PGC-3 Consider approval of minutes of the Parks & Golf Courses Committee Meeting held April 8, 2019.

Recreation Committee

- REC-1 Consider approval of the Certificate of Intent of the City of Roeland Park, Kansas to Terminate Interlocal Agreement (Lease Purchase and Operating Agreement for Roeland Park Aquatic Center).
- REC-2 Consider approval of the Agreement of the City of Roeland Park, Kansas and Johnson County Park and Recreation District to Terminate Interlocal Cooperation Agreement (Lease Purchase and Operating Agreement for Roeland Park Aquatic Center).
- REC-3 Consider approval of the Roeland Park Aquatic Center Pool Management Agreement.
- REC-4 Consider approval of the JCPRD Scholarship Policy.
- REC-5 Consider approval of the MEP Midland Operations, LLC Agreement (KCCC awards banquet).
- REC-6 Consider approval of the Overland Park Racquet Club 2019 Facility Rental Agreement (KCCC table tennis).
- REC-7 Consider approval of the Addendum Year 2019 Kansas City Football & Cheerleading, Incorporated Agreement.
- REC-8 Consider approval of the Santa Fe Trail Blazers Parent's Association Agreement.
- REC-9 Consider approval of the School Based Child Care Programs Administration Day Care Providers Lease Agreements with the Shawnee Mission School District (JCPRD day camp program).
- REC-10 Consider approval of minutes of the Recreation Committee Meeting held April 8, 2019.

Safety & Outdoor Education Committee – No meeting held.

A. Consideration of Consent Agenda

Mr. Snider requested removal of Consent Agenda Item No. PGC-1 for further discussion.

MOTION: Mr. Schlagel moved to approve all consent agenda items with the exception of Consent Agenda No. PGC-1, which was pulled from consideration to allow additional discussion. Mr. Klika seconded. UNANIMOUSLY CARRIED.

B. Consideration of Removed Consent Agenda Item.

- PGC-1 Bid for Shawnee Mission Park marina roof repair to Construction Management Services, Incorporated, the low bidder meeting bid specifications and under the architect's estimate, at a cost of \$222,111.00

Mr. Maasen noted an error in the dollar amount for the Shawnee Mission Park marina roof repair bid. The correct cost as shown on the bid form submitted by Construction Management Services is \$222,110.

MOTION: Mr. Myers moved to approve PCG-1 with the corrected cost of \$222,110. Mr. Snider seconded. UNANIMOUSLY CARRIED.

DISCUSSION & ACTION AGENDA

- A. Preliminary 2020 Budget – Jill Geller, Executive Director and Noelle Testa, Chief Financial Officer**

Ms. Testa presented the preliminary 2020 budget. She explained staff were directed by the JCPRD Board at the April 8 Committee of the Whole meeting to fund one tenth of the Natural Resource Plan and continue funding over a 10-year period. She stated the Natural Resource budget increased by \$579,715, with \$400,000 of that funding coming out of the capital outlay budget, which made the 2020 budget increase by \$179,715.

MOTION: Mr. Klika moved to approve the preliminary 2020 budget with an increase in funding of \$179,715 to fund the first year of the Natural Resource Plan. Ms. Rivarola seconded. UNANIMOUSLY CARRIED.

Mr. Klika began discussion regarding funding for sports field improvements. He expressed his concerns regarding the repairs needed, stating that delaying repairs could become more costly in the future.

MOTION: Mr. Klika moved to submit a Request for Additional Resources (RAR) to the County with a 0.75 mill increase to fund the second phase of the Legacy Plan with sports field repairs being the top priority. Mr. Meyers seconded.

Mr. Snider expressed his concerns with approaching the BOCC too soon, noting they had just received a brief overview of the Outdoor Athletic Facilities Study at the prior joint meeting. Mr. Klika expressed his concerns regarding the sports fields, noting the decline in attendance, safety of the fields and the expectations and standards Johnson County residents expect when it comes to their parks. In response to Mr. Snider's question, Mr. Klika explained the appropriate time to submit a RAR is concurrent with submitting the budget.

Ms. Rivarola expressed her concerns with how the BOCC would receive the RAR, given their roll back of the mill levy last year, noting that JCPRD needs to gain support from the BOCC and prioritize its projects. Mr. Klika agreed the RAR needs to be presented properly, but also noted a sense of urgency in regards to timing the RAR for the 2020 budget year. Mr. Meyers expressed his concern that if JCPRD waits too long to address the fields, there is a risk of losing the facilities all together. Mr. Carlson agreed the ground work has been laid, but doesn't see a fully vetted plan. He feels more planning is needed before going to the BOCC with a mill levy increase.

Mr. Baru stated that everyone agrees on the importance of renovating the fields, but feels there needs to be some additional discussion on how renovations should be funded. Mr. Baru suggested a Board retreat to further vet and discuss how to best present the sports facility needs to the BOCC.

Mr. Klika amended his motion to instead put a place holder in the budget for a RAR.

Mr. Klika withdrew his motion.

MOTION: Mr. Klika moved to submit the 2020 preliminary budget and to advise the Budget Office that a RAR will be coming forward to support the issue of the sports fields and second phase of the Legacy Plan. Mr. Snider seconded. UNANIMOUSLY CARRIED.

- B. Mid-America West Backstop Replacement** – Jeff Stewart, Deputy Director and Jim Wilson, Project Manager. Mr. Stewart explained storm damage done to the backstops at Mid-America West Sports Complex over the winter prompted the backstops needing replacement. He noted JCPRD has been very pleased with the contractor and construction of the backstops. Staff recommend extending the contract to include the replacement of backstops for the remaining three fields at Mid-America West Sports Complex to assure uniformity throughout the complex and standardize spectator condition on all fields.

MOTION: Ms. Rivarola moved to approve a change order in the amount of \$146,379 to the Mid-America West backstop repair contract with Empire Fence and Netting and authorize the Executive Director to sign the change order and transfer \$150,000 from the MASC/MAWSC Facility Improvement project fund, funded by the 2019 COP 2019B issue, to the backstop repair

project to fund the change order and any minor incidentals that come up during the project and allow the balance of this funding to be utilized by staff for potential minor change orders that may be required. Mr. Snider seconded. UNANIMOUSLY CARRIED.

C. Meadowbrook Park Hours – Bill Maasen, Superintendent of Parks & Golf Courses

Mr. Maasen presented year-round hours of 5:00 a.m. to 11:00 p.m. for Meadowbrook Park, noting Meadowbrook Park is unique when compared to other parks in the JCPRD park system with no gated entry points and close proximity to neighbors on all sides.

MOTION: Mr. Klika moved to approve year-round hours of 5:00 a.m. to 11 p.m. for Meadowbrook Park. Ms. Rivarola seconded. UNANIMOUSLY CARRIED.

REPORTS

A. Staff Reports

1. Written reports provided in Board Report.

B. Executive Director – Jill Geller

Ms. Geller reported staff have been working on the 2019 CAPRA Accreditation process. The final report will be submitted early next week. Ms. Geller introduced Ms. Pollard to make an announcement.

Ms. Pollard announced Shannon Sonnier, Sports & Facilities South Manager, will start on Monday, April 22 as the new Assistant Superintendent of Recreation.

C. Legal Counsel – Fred Logan

No report

D. Board of County Commissioners – Steve Klika

No report.

E. Board Chair – Steve Baru

Mr. Baru thanked Commissioner Klika for advocating for JCPRD as the BOCC liaison.

F. Board Members

No report.

OTHER BUSINESS

No other business was presented.

NOTIFICATION OF UPCOMING OPEN MEETINGS

NOTE: All meetings will be held in the JCPRD Administration Building, 7900 Renner Rd, Shawnee, KS 66219.

- Administrative Services/Culture/Recreation Committees – May 6, 2019, 5:30 p.m.
- Parks & Golf Courses/Safety & Outdoor Education Committees – May 6, 2019, 5:30 p.m.
- Committee of the Whole Meeting – May 6, 2019, 6:00 p.m. (ADA Self-Evaluation & Transition Plan)
- Regular Board Meeting – May 15, 2019, 7:00 p.m.

OTHER BUSINESS

No other business was presented.

ADJOURNMENT

MOTION: Mr. Klika moved to adjourn the meeting at 9:16 p.m. Ms. Rivarola seconded. UNANIMOUSLY CARRIED

Mr. Baru adjourned the meeting at 9:16 p.m.

**BOARD OF PARK AND RECREATION COMMISSIONERS
JOHNSON COUNTY, KANSAS**

[Signature on file]

STEVEN BARU, *Board Chair*

ATTEST:

[Signature on file]

GEORGE J. SCHLAGEL, *Board Secretary*

*Prepared by Jennifer Assmann, ASV Sr. Administrative Assistant
Approved May 15, 2019*