



BOARD OF PARK AND RECREATION COMMISSIONERS

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

REGULAR BOARD MEETING

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

August 21, 2019
7:00 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 (via conference phone), George Schlagel, Paul Snider

Board Members Absent: None

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

Legal Counsel: Fred Logan was 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

Mindi Love, Museum Director
Jennifer Assmann, ASV Sr. Administrative Assistant
Mary Eads, Administration Assistant
Kim Chappelow-Lee, Children's Services Manager
Shannon Sonnier, Asst. Supt. of Recreation
Devin Wetzel, Asst. Supt of Parks & Golf Courses
Rob Weber, Park Police Operations Captain
Bill Holmes, Children's Services Administrative Assistant
David Markham, Communications Specialist
Becky Burnside, Community Relations Admin. Asst.
Bill Leek, Project Manager III
Jim Wilson, Project Manager III

PLEDGE OF ALLEGIANCE

PRESENTATIONS

A. County Service Pins

- 1. 5 Years:**
 - a. Susan Beard, OST Director II - Nike Elementary
 - b. Jennifer Thomas, MBP Early Childhood Director
- 2. 10 Years** - Bill Holmes, Children's Services Administrative Assistant
- 3. 25 Years:** David Markham, Communications Specialist

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 July 24, 2019.
- BRD-2 Consider approval of minutes of the Public Hearing held August 5, 2019.
- BRD-3 Consider approval of minutes of the Special Board Meeting held August 5, 2019.
- BRD-4 Consider approval of minutes of the Committee of the Whole Meeting held August 5, 2019.

Administrative Services Committee

- ASV-1 Consider approval to transfer the net rental income for the Cedar Niles Park house for calendar years 2015 through 2018 to The Parks and Recreation Foundation of Johnson County in the total amount of \$27,410.86 and to annually transfer the net rental proceeds from JCPRD to the Foundation for this property, in addition to the net rental proceeds from the property near Kill Creek Park, at the end of each calendar year beginning in 2019.
- ASV-2 Consider approval of minutes of the Administrative Services Committee Meeting held August 5, 2019.

Culture Committee – *meeting cancelled.*

Parks & Golf Courses Committee - *meeting cancelled.*

Recreation Committee

- REC-1 Consider consent approval to terminate the Shawnee Mission Park Tennis Court Replacement project and re-allocate the remaining fund balance of \$484,205 to the Mid-America Sports Complex and Mid-America West Sports Complex Field Improvement project.
- REC-2 Consider approval of the bids from Empire Fence and Netting accepting Base Bid for Item 1, Item 2, Irrigation Allowances for Item 1, Item 2, Add Alternates #1C, 2C, and 1D, 2D and awarding a contract in the amount of \$4,018,500 for the Site Improvements at Mid-America and Mid-America West Sports Complexes.
- REC-3 Consider approval of the Olathe Out of School Time (OST) Space Agreement with Johnson County Government.
- REC-4 Consider approval of the Comprehensive Management Agreement for the Shawnee Mission School District Aquatic Center Management Services.
- REC-5 Consider approval of minutes of the Recreation Committee Meeting held August 5, 2019.

Safety & Outdoor Education Committee

- SOE-1 Consider approval of minutes of the Safety & Outdoor Education Committee Meeting held August 5, 2019.

A. Consideration of Consent Agenda

Mr. Baru requested removal of Consent Agenda Items ASV-1 and REC-1 for further discussion.

MOTION: Mr. Klika moved to approve all consent agenda items with the exception of Consent Agenda Nos. ASV-1 and REC-1, which were pulled from consideration to allow additional discussion. Mr. Meyers seconded. UNANIMOUSLY CARRIED.

B. Consideration of Removed Consent Agenda Item(s) (if any)

- ASV-1 Consider approval to transfer the net rental income for the Cedar Niles Park house for calendar years 2015 through 2018 to The Parks and Recreation Foundation of Johnson County in the total amount of \$27,410.86 and to annually transfer the net rental proceeds from JCPRD to the

Foundation for this property, in addition to the net rental proceeds from the property near Kill Creek Park, at the end of each calendar year beginning in 2019.

MOTION: Mr. Schlagel moved to approve transfer of the net rental income for the Cedar Niles Park house for calendar years 2015 through 2018 to The Parks and Recreation Foundation of Johnson County (Foundation) in the total amount of \$27,410.86 and to annually transfer the net rental proceeds from JCPRD to the Foundation for this property, in addition to the net rental proceeds from the property near Kill Creek Park, at the end of each calendar year beginning in 2019. Mr. Meyers seconded. **UNANIMOUSLY CARRIED.**

REC-1 Consider approval to terminate the Shawnee Mission Park Tennis Court Replacement project and re-allocate the remaining fund balance of \$484,205 to the Mid-America Sports Complex and Mid-America West Sports Complex Field Improvement project.

MOTION: Mr. Klika moved to terminate the Shawnee Mission Park Tennis Court Replacement project and re-allocate the remaining fund balance of \$484,205 to the Mid-America Sports Complex and Mid-America West Sports Complex Field Improvement project. Mr. Meyers seconded. **UNANIMOUSLY CARRIED.**

DISCUSSION & ACTION AGENDA

A. Employee Benefits 2020 – Jeff Stewart, Deputy Director & Tracy Musolf, Practice Leader, Lockton Companies, LLC

MOTION: Ms. Rivarola move to approve 2020 employee benefits as presented. Mr. Schlagel seconded. **UNANIMOUSLY CARRIED.**

MOTION: Ms. Rivarola moved to direct staff to prepare a Request for Proposals (RFP) to obtain quotes for a total compensation study to commence before the end of the calendar year, with the study is to include retirements, all insurances utilizing percentages, market and salary data and to allow flexibility to partner with the County on a similar project if applicable. Mr. Schlagel seconded. **UNANIMOUSLY CARRIED.**

B. Museum Community Survey Results – Mindi Love, Museum Director

MOTION: Mr. Snider moved to direct staff to conduct a self-evaluation on the museum and to seek the BOCC's thoughts regarding the transfer of the museum to become a JCPRD department. Mr. Schlagel seconded. **UNANIMOUSLY CARRIED.**

C. CIP Projects Prioritization – Jeff Stewart, Deputy Director

It was the direction of the Board for a citizen survey to be conducted to gauge their priorities related to sports complex improvements compared to other CIP improvement options. Direction was also given to Terry Anderson, Superintendent of Safety & Outdoor Education/Park Police Chief, to seek interest from municipal police departments in sharing a police operations building.

D. Camp Branch Streamway Trail (proposed) – Jeff Stewart, Deputy Director & Cliff Middleton, Planning & Development Manager

MOTION: Mr. Carlson moved to approve advancing the development of the Camp Branch Streamway Trail. Mr. Schlagel seconded. **MOTION CARRIED (YES-6/Baru, Carlson, Klika, Rivarola, Rubesch, Schlagel, NO-2/Meyers, Snider).**

E. Mission & Vision Statements – Jill Geller, Executive Director

MOTION: Mr. Schlagel moved to approve JCPRD’s new Mission Statement to be: “To enrich our community through excellence in parks, recreation, culture, education, and public service.” Mr. Klika seconded. **UNANIMOUSLY CARRIED.**

MOTION: Mr. Klika moved to approve JCPRD’s new Vision Statement to be: “Pursuing innovation and stewardship to sustain and enrich a thriving park and recreation system that inspires play, culture, and education, leading to healthy and fulfilling lives for all.” Ms. Rivarola seconded. **MOTION CARRIED (Yes-7/Baru, Carlson, Klika, Rubesch, Schlagel, Snider, Rivarola, No-1/Meyers.**

REPORTS

A. Staff Reports

Written reports provided in Board Report.

Jo Ann Courtney, Administration & HR Manager, reminded that on September 18 at 6:30 p.m., immediately prior to the September Regular Board Meeting, representatives from CivicPlus will train the Board on the CivicClerk portal for JCPRD new Board documents management software. The training session will be announced as a Committee of the Whole meeting.

B. Executive Director – Jill Geller

Ms. Geller informed that Johnson County Government is considering changes to its various leave policies, such as bereavement, vacation, and sick leaves. She stated she was sharing this with the Board for their information only, as in 2016, the JCPRD Board took action to automatically approve Johnson County Government’s human resources policies and policy revisions unless an exception is needed due to JCPRD’s unique situations. She noted leave benefits are part of JCPRD’s total compensation.

The Museum Foundation will host a reception on September 5 related to the appearance of Academy Award-winning screenwriter Kevin Wilmott at a sold-out event that same evening. Contact Susan Mong for additional details. The Theatre in the Park’s very successful 50th season has come to an end. JCPRD will host Evening in the Park on September 28 from 6-10 p.m. JCPRD is the recipient of a National Endowment for the Arts (NEA) Grant in the amount of \$10,000.

C. Legal Counsel – Fred Logan

Mr. Logan proudly announced he became a grandfather last week with the birth of Emma Ann, daughter of Mr. and Mrs. Andrew Logan.

D. Board of County Commissioners – Steve Klika

Mr. Klika announced the BOCC approved the 2020 budget with a 5-2 vote.

E. Board Chair – Steve Baru

Mr. Baru will request an executive session at the end of the regular session.

F. Board Members

OTHER BUSINESS

Ms. Courtney reminded a farewell reception in honor of outgoing Executive Director Jill Geller will be held at Meadowbrook Park Clubhouse on September 13. [NOTE: Ms. Geller has accepted the position of Director of Parks, Recreation, and Libraries for the City of Roseville, California.]

NOTIFICATION OF UPCOMING OPEN MEETINGS

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

- Parks & Golf Courses/Safety & Outdoor Education Committees –September 9, 2019, 5:30 p.m.
- Administrative Services/Culture/Recreation Committees –September 9, 2019, 7:00 p.m.
- Committee of the Whole/Board CivicClerk Training –September 18, 2019, 6:30 p.m.
- Regular Board Meeting – September 18, 2019, 7:00 p.m.

EXECUTIVE SESSION

MOTION: Ms. Rivarola moved, pursuant to K.S.A. 75-4319(b)(1), that the Board of Park and Recreation Commissioners recess into executive session for a period of 30 minutes to discuss personnel matters of non-elected personnel. The subject of the discussion during the executive session will be an interview of a candidate for the executive director position.

Those attending the executive session shall include members of the Board of Park and Recreation Commissioners, Human Resources Director David Grant, and JCPRD counsel Fred Logan, and other persons as determined by the Board.

The Board will reconvene in this meeting room at 9:50 p.m.

Mr. Klika seconded. **UNANIMOUSLY CARRIED.**

- The meeting recessed into executive session at 9:20 p.m.
- The meeting reconvened into public session at 9:50 p.m.

MOTION: Ms. Rivarola moved pursuant to K.S.A. 75-4319(b)(1), that the Board of Park and Recreation Commissioners recess into executive session for a period of 10 minutes to discuss personnel matters of non-elected personnel. The subject of the discussion during the executive session will be an interview of a candidate for the executive director position.

Those attending the executive session shall include members of the Board of Park and Recreation Commissioners, Human Resources Director David Grant, and JCPRD counsel Fred Logan, and other persons as determined by the Board.

Mr. Schlagel seconded. **UNANIMOUSLY CARRIED.**

- The meeting recessed into executive session at 9:50 p.m.
- The meeting reconvened into public session at 10:00 p.m.

MOTION: Ms. Rivarola moved, pursuant to K.S.A. 75-4319(b)(1), that the Board of Park and Recreation Commissioners recess into executive session for a period of 10 minutes to discuss personnel matters of non-elected personnel. The subject of the discussion during the executive session will be the executive director position.

Those attending the executive session shall include members of the Board of Park and Recreation Commissioners. The Board may ask at some point that Human Resources Director David Grant, JCPRD counsel Fred Logan, and/or JCPRD Executive Director Jill Geller come into the executive session.

The Board will reconvene in this meeting room at 10:10 p.m.

Mr. Klika seconded. **UNANIMOUSLY CARRIED.**

- The meeting recessed into executive session at 10:00 p.m.
- The meeting reconvened into public session at 10:10 p.m.

MOTION: Mr. Klika moved to appoint Jeff Stewart as the Executive Director of the Johnson County Park and Recreation District effective September 21, 2019, and further moved that the chair and vice chair recommend to the Board an employment agreement with Mr. Stewart for consideration at the Board's regular meeting on September 18, 2019. Mr. Carlson seconded. **UNANIMOUSLY CARRIED.**

ADJOURNMENT

Mr. Baru adjourned the meeting at 10:11 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: Jo Ann Courtney, Administration & HR Manager
Approved September 18, 2019*