



BOARD OF PARK AND RECREATION COMMISSIONERS

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

REGULAR BOARD MEETING

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

March 20, 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, Jeff Meyers, Leslee Rivarola, Heather Rubesch, George Schlagel, Paul Snider

Board Members Absent: Steve Klika

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

Mary Anne Booth, Registration Clerk
Bill McGowan, Outdoor Education Manager
Dan Haase, Southwest Region Park Manager
Bill Leek, Project Manager III
Sarah Vogelsberg, Facility Rental Coordinator
Michael Middlebush, Park Police Captain
Molly Postlewait, Sr. Park Naturalist
Shannon Sonnier, Sports and Facilities South Manager
Mike Dizney, Northeast Region Park Manager
Michelle Alexander, 50 Plus Manager
Kari Baesel, 50 Plus Special Events & Travel Specialist
James Ward, Park Police Officer I
Doug Hite, Sports and Facilities North Manager

PLEDGE OF ALLEGIANCE

Mr. Baru introduced new Board members Heather Rubesch and Bob Carlson.

PRESENTATIONS

A. Employee of the Year Awards

- 1. Administrative Services Division:** Donna Daugherty, Visitor Services Coordinator
- 2. Culture Division:** Sarah Vogelsberg, Facility Rental Coordinator
- 3. Parks & Golf Courses Division:** Dan Haase, Southwest Region Park Manager
- 4. Recreation Division:** Kari Baesel, 50 Plus Special Events & Travel Specialist

5. **Outdoor Education Division:** Molly Postlewait, Sr. Park Naturalist

B. Johnson County Anniversary Service Pins

1. **5 Years:** Mary Anne Booth, Registration Clerk
2. **15 Years:**
 - a. Megan Merryman, Project Manager II
 - b. Doug Weir, Heritage Soccer Park Worker II

PUBLIC COMMENTS

No public comments were presented.

PRESENTATION

Johnson County Wastewater Presentation - Susan Pekarek, General Manager

Ms. Geller introduced Susan Pekarek from Johnson County Wastewater. Ms. Pekarek provided a presentation and update on the Johnson County Wastewater Department. She highlighted the water cleaning process, gave an overview of the department budget, explained the billing process, and informed of available customer programs. Ms. Pekarek provided background and information on the Tomahawk Wastewater Treatment Facility expansion as well as other Johnson County Wastewater projects.

CONSENT AGENDA

Regular & Special Board Meetings

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

Committee of the Whole Meeting

COW-1 Consider approval to accept the Operations & Maintenance Plan as developed and presented by Vireo.

COW-2 Consider approval of minutes of the Committee of the Whole Meeting held March 11, 2019.

Administrative Services Committee

ASV-1 Consider approval of Resolution No. 2019-01, a resolution determining the intent of the Johnson County Park and Recreation District, Johnson County, Kansas, to enter into a Lease-Purchase Agreement in connection with the issuance of Certificates of Participation by the District of lease obligations in the aggregate principal amount of approximately \$6,365,000 to finance development of Cedar Niles Park.

ASV-2 Consider approval of Resolution No. 2019-02, a resolution determining the intent of the Johnson County Park and Recreation District, Johnson County, Kansas, to enter into a Lease-Purchase Agreement in connection with the issuance of Certificates of Participation by the District of lease obligations in the aggregate principal amount of approximately \$4,540,000 to finance facility improvements at MASC and MAWSC.

ASV-3 Consider approval of Resolution No. 2019-03, a resolution determining the intent of the Johnson County Park and Recreation District, Johnson County, Kansas, to enter into a Lease-Purchase Agreement in connection with the issuance of Certificates of Participation by the District of lease obligations in the aggregate principal amount of approximately \$3,135,715 to refinance 2010D COP offering for New Century Fieldhouse as taxable debt financing.

ASV-4 Consider approval of a contract with Rubin Brown for audit services in an amount not to exceed \$32,675, Request for Proposal No. 2018-056 for a period of two years, August 1, 2019 through July 31, 2021, with the option to renew including up to a 3% increase per year, for two additional two-year extensions for the subsequent years 2022-2025.

ASV-5 Consider approval to nominate Heather Rubesch to serve as the Board's Assistant Treasurer for the remainder of 2019.

ASV-6 Consider approval of minutes of the Administrative Services Committee Meeting held March 11, 2019.

Culture Committee

- CUL-1 Consider acceptance of the Theatre Advisory Council minutes dated February 22, 2019.
- CUL-2 Consider approval of minutes of the Culture Committee Meeting held March 11, 2019.

Parks & Golf Courses Committee

- PGC-1 Consider approval to award the bid for Big Bull Creek equipment barn to Loyd Builders, Inc., the low bidder meeting bid specifications and under the architect's estimate, at a cost of \$178,500.
- PGC-2 Consider approval of the Quit Claim Deed to transfer Martin Creek Park to the City of Edgerton.
- PGC-3 Consider approval of the permanent and temporary sewer easements impacting the Mill Creek Streamway Park near Prairie Star Parkway.
- PGC-4 Consider approval of an easement with KCPL to provide electrical service along the north side of Barkley Drive in Shawnee Mission Park.
- PGC-5 Consider approval of the agreement between the City of Olathe and Johnson County Park and Recreation District to approve a permanent trail and recreational easement on property owned by City of Olathe.
- PGC-6 Consider approval of the Memorandum of Understanding with Urban Trail Co. as a volunteer organization that constructs and maintains JCPRD trails.
- PGC-7 Consider approval of two water line easements with Water District Number 1 near 167th & Quivira Road.
- PGC-8 Consider approval of minutes of the Parks & Golf Courses Committee Meeting held March 11, 2019.

Recreation Committee

- REC-1 Consider approval to award the t-shirt bid to Ad Wear & Specialty of Texas, Incorporated, the second lowest bidder, which met bid specifications and was under the superintendent's estimates at costs included on the tabulation sheets on record in Administration Department files, noting the lowest bidder did not meet bid specifications in that their bid was incomplete.
- REC-2 Consider approval of the Charlie's House Partnership (Heritage Park 3 runs) Agreement.
- REC-3 Consider approval of the Tivity Health Silver Sneakers 50 Plus Agreement.
- REC-4 Consider approval of the City of Shawnee Pool Rental Agreement.
- REC-5 Consider approval of minutes of the Recreation Committee Meeting held March 11, 2019.

Safety & Outdoor Education Committee

- SOE-1 Consider approval of the 2019 Johnson County Sailing Society Agreement.
- SOE-2 Consider approval of minutes of the Safety & Outdoor Education Committee Meeting held March 11, 2019.

A. Consideration of Consent Agenda

Mr. Meyers requested removal of Consent Agenda Items ASV-3 and ASV-6 for further discussion.

MOTION: Mr. Schlagel moved to approve all consent agenda items with the exception of Consent Agenda Nos. ASV-3 and ASV-6, 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-3 and ASV-6

Ms. Testa informed of a correction regarding the dollar amount shown in ASV-3. The \$3,135,715 should read \$2,595,000. She explained \$3,135,715 represents the total issuances with \$2,595,000 representing the amount of the COP's that will be issued. She noted the minutes have been revised with the correct dollar amount.

MOTION: Mr. Meyers moved to approve ASV-3 and ASV-6 as presented. Ms. Rubesch seconded. UNANIMOUSLY CARRIED

DISCUSSION & ACTION AGENDA

A. Preliminary 2020 Budget Distribution and Overview – Jill Geller, Executive Director

A binder containing JCPRD's entire budget was provided to each Board member, and Ms. Geller presented a high-level overview and summary of the JCPRD 2020 Budget. She highlighted the funds making up the budget which include the General Fund, Enterprise Fund, Employee Benefits Fund and the Bond & Interest Fund. Ms. Geller informed the 2020 budget has been developed with no increase in JCPRD's mill levy from 2019. She provided the budget timeline, explained the budget will be further discussed at the Committee of the Whole meeting scheduled for April 8, and welcomed Board member questions anytime prior to or at the April 8 discussion.

B. Staff Reports

1. Written reports provided in Board Report.

C. Executive Director of Parks & Recreation – Jill Geller

Ms. Geller noted The Parks and Recreation Foundation of Johnson County held its annual meeting in February. Some of the 2018 Foundation highlights include the addition of three new board members, Mr. Hinrichs was named the Executive Director of the Foundation, and the Foundation received 70 gifts totaling \$58,000. She also explained the "Lead from the Front" campaign was launched toward the end of 2018.

Ms. Geller explained staff are busy for preparing for CAPRA reaccreditation. She informed the Board the accreditation team will be on-site in June.

D. Legal Counsel – Fred Logan

No Report

E. Board of County Commissioners – Steve Klika

No report

F. Board Chair – Steve Baru

Mr. Baru noted his desire to invite different groups or presenters each month to present on various topics. He asked the Board members about their feelings regarding presenters and the timing of the presentations. Mr. Snider noted he liked having the presentation towards the beginning of the meeting. He asked that the overall length of the agenda be considered when scheduling presenters.

Mr. Baru also noted he is working with Ms. Geller and Mr. Grant regarding the frustrations with Spira Care. He also informed the Black Box Theatre has a new tenant, Spinning Tree Theatre.

G. Board Members

Mr. Snider inquired on the status for the Meadowbrook Park grand opening. Mr. Stewart explained JCPRD is expecting a temporary certificate of occupancy on Meadowbrook Clubhouse tomorrow. He went on to note all the furnishings are in place, and staff are currently preparing to move in to the facility. As the weather improves, work on the exterior will resume. The playground installation and topcoat of the parking lot are expected to start as early as next week. He noted a full celebration is being planned for June and that the Board will be informed when an official date is secured.

Ms. Rubesch noted the Kansas Kips participated at the state competition this past weekend. She noted every participant placed in at least one event with two participants earning the title of state champions.

OTHER BUSINESS

No other business was presented.

NOTIFICATION OF UPCOMING OPEN MEETINGS

NOTE: The location for the Committee of the Whole Meeting and Regular Board Meeting on April 17 are different from the usual location.

- Administrative Services/Culture/Recreation Committees – April 8, 2019, 5:30 p.m., JCPRD Administration Building, 7900 Renner Road, Shawnee Mission, KS 66219
- Parks & Golf Courses/Safety & Outdoor Education Committees – April 8, 2019, 5:30 p.m. , JCPRD Administration Building, 7900 Renner Road, Shawnee Mission, KS 66219
- Committee of the Whole Meeting – April 8, 2019, 6:00 p.m. , JCPRD Administration Building, 7900 Renner Road, Shawnee Mission, KS 66219 (*outdoor sports facilities study, natural resources study, 2020 fees and charges, preliminary 2020 budget*)
- Committee of the Whole Meeting / Joint Session with Board of County Commissioners – April 17, 2019, 6:00 p.m., Meadowbrook Park Clubhouse, 9101 Nall Avenue, Prairie Village, KS 66208
- Regular Board Meeting – April 17, 2019, 7:00 p.m., Meadowbrook Park Clubhouse, 9101 Nall Avenue, Prairie Village, KS 66208

OTHER BUSINESS

No other business was presented.

ADJOURNMENT

Mr. Baru adjourned the meeting at 8:15 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 April 17, 2019*