



BOARD OF PARK AND RECREATION COMMISSIONERS

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COMMITTEE OF THE WHOLE MEETING

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

May 6, 2019
6:00 pm

MEETING MINUTES

CALL TO ORDER/ROLL CALL

The meeting was called to order by Mr. Baru, and roll call was taken as follows:

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

Board Members Absent: Steve Klika, Leslee Rivarola

Guests Present: Barbara Thorpe, Disability Access Consultants (DAC)

Staff Members Present:

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
Devin Wetzel, Asst Supt of Parks & Golf Courses
Jo Ann Courtney, Administration & HR Manager
David Grant, Human Resources Director

Jay Hinrichs, Development Director
Cliff Middleton, Planning & Development Manager
Richard Smalley, Marketing & Communications Mgr.
Ted Tartenaar, Information Technologies Services Mgr.
Noelle Testa, Chief Financial Officer
Jennifer Assmann, Sr. Administrative Assistant
Rick Findley, Project Manager II
Bill Leek, Project Manager III
Bill McGowan, Outdoor Education Manager

DISCUSSION & ACTION

ADA Self-Evaluation & Transition Plan – Cliff Middleton, Planning & Development Manager; Barbara Thorpe, DAC Consultants

Mr. Middleton introduced Barbara Thorpe, Disability Access Consultants (DAC), who is JCPRD's consultant for an ADA Self-Evaluation and Transition Plan. Ms. Thorpe provided background on the Americans with Disabilities Act (ADA), noting the ADA requires a recurring agency self-evaluation on a regular basis and development of an accessibility barrier removal plan. She complimented the efforts of JCPRD on its intent and response to ADA compliance for its parks, facilities, and programs. She acknowledged JCPRD's appointment of Jo Ann Courtney, Administration & HR Manager, as the agency's ADA Coordinator. She reported on various activities that took place with DAC's participation including meetings with staff's ADA committee; ADA Advisory Committee, which included members of the public; staff training; public comment forms, online surveys; and public forums so members of the public could provide their comments and experiences related to physical barriers they have experienced. She provided the steps and processes taken by DAC for the data collection for the self-evaluation, which included 21 parks and trails (and amenities) and 23 buildings. She noted Meadowbrook Park, clubhouse, and amenities have not been reviewed as they are currently under construction. She advised there are approximately 7,000 findings, which she further explained was very good for an agency of JCPRD's size and ahead

of most peers in the industry. She emphasized that this number could be misleading in that one item could include multiple findings. She also explained the DACTrak online software program wherein all findings are available with detailed information and pictures.

Mr. Middleton presented JCPRD's proposed ADA Transition Plan implementation information. He noted DAC's estimate for barrier removal was \$10 million; however, he emphasized the plan was not static in that many factors can and will make changes to it over the years. He informed ADA initiatives within the Capital Improvements Plan (CIP) for 2019 were funded at \$332,400, and in the following five-year CIP (2020-2024), ADA was budgeted at \$2,329,820. He informed it was estimated the ADA Transition Plan would take approximately 15 years to complete. He also noted that many of the items included in the transition plan will be addressed by other improvements, for example, findings at JCPRD's sports fields would be addressed through improvements at these facilities, as included in the recently completed Outdoor Sports Facilities Study.

Mr. Middleton and Ms. Thorpe addressed Board inquiries and requests for additional information.

It was the consensus of the Committee of the Whole to recommend acceptance of the ADA Self-Evaluation and Transition Plan as presented as a part of the Discussion and Action Agenda at the upcoming Regular Board Meeting.

Mr. Middleton acknowledged Rick Findley, Project Manager II, as the coordinator for the ADA Self-Evaluation & Transition Plan.

OTHER BUSINESS

Mr. Maasen introduced Devin Wetzel, JCPRD's new Assistant Superintendent of Parks & Golf Courses.

Ms. Geller reminded of the Board retreat on May 8, 2019, at 5:00 p.m. at Stoneridge in Cedar Niles Park.

Ms. Courtney announced JCPRD was notified that its CAPRA reaccreditation self-assessment has been approved by the NRPA CAPRA Coordinator and the CAPRA Review Committee for submittal to the CAPRA Visitation Team. It is anticipated the team will visit JCPRD onsite on June 24-27, 2019.

ADJOURNMENT

No further business was discussed. Mr. Baru adjourned the meeting at 7:00 pm.

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COMMITTEE OF THE WHOLE**

[Signature on file]

STEVE BARU, Board Chair

*Prepared by: Jo Ann Courtney, Administration & HR Manager
Approved May 15, 2019*