



BOARD OF PARK AND RECREATION COMMISSIONERS

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PARKS & GOLF COURSES (PGC) COMMITTEE

Leslee Rivarola, Committee Chair
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MEETING MINUTES

JCPRD Administration Sunflower Room
7900 Renner Road, Shawnee Mission, KS 66219

Monday, July 15, 2019
5:30 pm

CALL TO ORDER/ROLL CALL

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

Committee Members Present: Bob Carlson, Leslee Rivarola, Paul Snider

Committee Members Absent:

Guests Present: None

Staff Members Present:

Bill Maasen, Superintendent of Parks & Golf Courses
Cindy Lawrence, PGC Sr. Administrative Assistant
Cliff Middleton, Planning & Development Manager
Bill Leek, Project Manager III

Michael Middlebusher, Park Police Captain
Devin Wetzell, Assistant Superintendent of Parks
and Golf Courses

DISCUSSION & ACTION

A. Camp Branch Streamway Trail Project, Phase 1 – Cliff Middleton, Planning & Development Manager

Mr. Middleton explained the background on this project which began in 2016. The project cost has increased since 2016 by \$104,250. Mr. Middleton stated additional funds would be covered by the CIP bank. Ms. Rivarola asked if Mid-America Regional Council provided any funding for this project. Mr. Middleton answered no. Mr. Snider asked if the trails would be ten-foot shared trails and will JCPRD be marking these trails for E-bikes. Mr. Middleton answered yes, they would be ten-foot shared trails and are on the list of trails to be striped for E-bikes. Mr. Maasen stated the striping will be a 2-inch yellow dash, not a solid line and signs have been ordered and should arrive in a few days. Mr. Snider asked if the signage and striping cost has been included into the cost of the project. Mr. Middleton responded the striping and signs were not included in this estimate, but the cost is insignificant. Ms. Rivarola asked if the CIP Project money carries over from year to year. Mr. Middleton answered yes and explained when a project is established those funds are transferred to a project fund and remain there for up to ten years. Mr. Rivarola asked how much has been spent on preparations for this project to date. Mr. Leek answered roughly \$70,000 - \$80,000 adding JCPRD has all permits however, there are time limits on those. Ms. Rivarola asked if all easements are in place. Mr. Leek answered yes and JCPRD is working on utility relocation which should cost about \$24,000. Mr. Middleton added that JCPRD hopes to go to bid on this project in September.

Mr. Snider asked what the next step is from the last CIP meeting. Mr. Middleton stated that Planning was asked to look at phasing the sports complex and will provide those options to the Board in August. Mr. Snider stated that without knowing the other issues on the CIP list he would prefer this item be on the discussion agenda. Ms. Rivarola agreed with Mr. Snider, adding that it be made clear this project is not competing with the Recreation sport and field funds. Mr. Snider asked if Planning could provide a list of CIP projects with an explanation why the project has been put on hold.

PGC-1 It was the consensus of the committee to place the matter of the Camp Branch Streamway Trail Project, Phase I on the Discussion & Action Agenda for additional consideration at the Regular Board Meeting on Wednesday, July 24, 2019.

B. T-Mobile Cell Tower Extension – Heritage Park – Bill Maasen, Superintendent of Parks & Golf Courses

Mr. Maasen explained the T-Mobile First Amendment to Lease Agreement is the first of many lease amendments because all existing cell tower lease agreements are a 25-year term, expiring in the next few years. Mr. Snider asked if we own and maintain the cell towers. Mr. Maasen answered we own the tower and maintain lighting and small items. He added problems with any equipment on the tower are at the cell company expense. Mr. Maasen also emphasized Fred and Andrew Logan were tremendous assets in the negotiation with T-Mobile.

PGC-2 It was the consensus of the committee to recommend Board consent approval of the T-Mobile First Amendment to Lease Agreement.

OTHER BUSINESS

No other business was discussed.

ADJOURNMENT

Ms. Rivarola adjourned the meeting at 5:48 pm.

**BOARD OF PARK AND RECREATION COMMISSIONERS
PARKS & GOLF COURSES COMMITTEE**

[Signature on file]

LESLEE RIVAROLA, *Committee Chair*

*PREPARED BY Cindy Lawrence, PGC Sr. Administrative Assistant
Approved July 24, 2019*