



BOARD OF PARK AND RECREATION COMMISSIONERS

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PARKS & GOLF COURSES (PGC) COMMITTEE

Leslee Rivarola, Committee Chair
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Steve Baru, Board Chair Ex Officio Member

MEETING MINUTES

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

September 9, 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, Leslie 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
Megan Garrett, Project Manager II
Devin Wetzel, Asst. Superintendent of Parks & Golf Courses
Jill Geller, Executive Director

Terry Anderson, Superintendent of Safety & Outdoor Education / Park Police Chief
Mark Allen, Project Manager
Jay Hinrichs, Development Director
Bill Leek, Project Manager III
Jeff Stewart, Deputy Director

DISCUSSION & ACTION

A. White Fox Manor Stable Management Agreement Extension – Bill Maasen, Superintendent of Parks & Golf Courses

Mr. Maasen explained the extension to this agreement between JCPRD and JP Management, which began in 2013, is requested on a year-to-year basis. Mr. Snider asked if JP Management pays for the utilities and rental fees. Mr. Maasen answered yes, JCPRD pays the management company \$10,000/year and they take care of utilities, the operation of the venue, repairs, and anything pertaining to White Fox Manor. JCPRD will be submitting a conditional use permit this month to bring the site into compliance with County Planning. Mr. Snider asked if this is a savings to JCPRD compared to how it was being run in the past. Mr. Maasen answered that prior to 2013, JCPRD was averaging a loss of \$40,000/year, making this a cost savings for JCPRD. Ms. Geller added the Board was concerned with the amount of loss each year for such a small population.

PGC-1 It was the consensus of the committee to recommend Board consent approval of to accept JP Management as the firm to manage White Fox Manor from September 2019-September 2020.

Leslee Rivarola entered the meeting

B. Bridging the Gap Inc., dba KC Wildlands Biological Services Agreement – Bill Maasen, Superintendent of Parks & Golf Courses

Mr. Maasen explained the renewal for KC Wildlands Agreement, adding a few minor changes including increased expenses, date changes, and assistance in seed collection. Mr. Maasen added this has been a good relationship as they provide volunteers for workdays and other events, and JCPRD helps market their organization. Mr. Carlson asked if the harvesting of seeds and replanting has been beneficial. Mr. Maasen answered it has been tremendously beneficial. He invited Mr. Carlson and the committee to watch the process by attending a work day this fall when approximately 30 volunteers will be collecting and sorting seed at JCPRD's seed barn.

PGC-2 It was the consensus of the committee to recommend Board consent approval of the Biological Services Agreement with Bridging the Gap, Inc., dba KC Wildlands.

C. SMP John Barkley Plaza Improvements – Megan Garrett, Project Manager II

Mr. Middleton explained the project and asked the Board to move forward with the bidding process. He added that plans could be available next month, which would allow bids to be obtained in October and results brought before the Board in November. Mr. Snider asked to see the Master Plan for this project as he did not feel the concept plan in the packet conveyed the perspective of the project. Mr. Stewart stated that JCPRD went through an exercise to conceptually look at this project, which the Board participated in, and that the concept plan in the packet is reflective of the process. Mr. Middleton stated all major elements of the project are still the same with the exception of a walkway slightly realigned and the addition of 18 parking spots. Mr. Maasen displayed the master plan as a visual, and areas in question were pointed out. Mr. Snider ask if this will be something built next year. Mr. Middleton answered if bids come back this fall, JCPRD could begin construction next year. He added that language would be added to the bid specifications stating construction would have to be completed by summer due to day camps and the volume of park visitations. Mr. Snider asked if this project conflicts with the roadwork pertaining to the traffic signals being installed. Mr. Middleton answered no, all of that work is being done through the City of Lenexa. Mr. Carlson asked if this should be taken before the Board for discussion. Mr. Snider and Ms. Rivarola both stated they were comfortable with this as consent.

PGC-3 It was the consensus of the committee to recommend Board consent approval to utilize allocated 2019 CIP project funds, \$1,373,950, and proceed with bidding the SMP John Barkley Plaza improvements project.

D. First Property/Kincaid Group Easement on Merriam Drive/Turkey Creek – Bill Maasen, Superintendent of Parks & Golf Courses

Mr. Maasen stated that JCPRD has not heard back from The Kincaid Group with comments on this agreement due to this being their busy time of year with schools in session. He asked this item be tabled until October.

The First Property/Kincaid Group Easement was tabled and will be discussed at the October PGC Committee Meeting.

E. Water Line Easement with DCA Land (KAT Nursery) – Bill Maasen, Superintendent of Parks & Golf Courses

Mr. Maasen stated JCPRD is in the process of expanding Kill Creek Streamway Park, south of 135th Street. Many years ago, JCPRD entered into an agreement with KAT nursery allowing them to access water from Kill

Creek. Mr. Maasen added this utility easement is to formalize that agreement. Mr. Carlson asked if the State of Kansas monitors the draw down of the creek and has permitted the use. Mr. Maasen answered yes, they have a permit for a certain amount of water and report it annually to the state. Ms. Rivarola asked if JCPRD receives payment for this. Mr. Maasen answered the state owns the water and the rights, JCPRD is simply giving them permission to access it from JCPRD property. Mr. Carlson asked if this is an above-ground or underground pipe. Mr. Maasen explained there is an underground pipe and underground utilities with an above-ground well head that will be encased in fencing for public safety.

PGC-4 It was the consensus of the committee to recommend Board consent approval to allow access to Kill Creek water and electricity for a permanent water pumping station and utility easement for KAT Nursery adjacent to Kill Creek Streamway Park.

F. Naming Verhaeghe Park and Means Observation Tower – Bill Maasen, Superintendent of Parks & Golf Courses

Mr. Maasen explained the Verhaeghe family donated about 41 acres to JCPRD in 2014, with the intent of it would be a park. He added there is a real estate agreement stating JCPRD would name the park after Arthur and Betty Verhaeghe, and with the project currently under construction, JCPRD feels this is the best time to request Board discussion on naming the park.

Mr. Snider asked if JCPRD has any other properties that have been named listing two people such as Arthur and Betty Verhaeghe. Ms. Geller commented documents approved in 2014 showed both names listed. Construction began in June with hopes to be completed in the fall. Mr. Snider commented his preference would be Verhaeghe Park with a small monument stating their full name and information about the family.

Mr. Maasen began the discussion on the observation tower being constructed in Kill Creek Park stating the Russell and Helen Means' estates named The Parks & Recreation Foundation of Johnson County to receive a one-third share of their respective estates for an undefined project to be completed at Kill Creek Park. Over time, this financial gift grew to approximately over a million dollars. Mr. Maasen stated JCPRD is designing an interpretive panel to be placed near the tower. The interpretive panel will have their names, a photographic image of them, and historical background on the Means family.

Mr. Maasen stated if the Board approves the naming of these two site or parks in September, there will be a 30-day waiting period with the official naming happening in October. Ms. Geller asked Mr. Snider if he was opposed to the monument. Mr. Snider stated no, he understands the request from the family but would prefer the monument read Verhaeghe Park.

PGC-5 It was the consensus of the committee to place the matters on the Discussion & Action Agenda for additional consideration at the Regular Board Meeting on September 18, 2019.

G. Water District No. 1 of Johnson County Easement to Serve Camp Branch Park – Bill Maasen, Superintendent of Parks & Golf Courses

Mr. Maasen explained the agreement between Water District No. 1 of Johnson County (aka WaterOne) and JCPRD pertains to an easement at 183rd Street and Mission Road. Currently, there is not water service in this area, and water service will be required when the park site is developed. Mr. Snider asked when this will potentially happen. Mr. Middleton answered during the first phase of Camp Branch Park, but that is to be determined based on future capital improvement plans. Mr. Snider asked what costs are involved. Mr. Maasen answered it would depend on the engineers and where the connections would have to be placed. Mr. Middleton added this is a similar situation to Stilwell Community Park.

PGC-6 It was the consensus of the committee to recommend Board consent approval to grant an easement to Water District Number 1 of Johnson County.

H. Bid Results for Antioch Park Shelter 2 New Building – PRK 2019-0017 – Mark Allen, Project Manager

Mr. Middleton stated due to ADA compliance issues, this new shelter construction is needed. Mr. Middleton stated Kansas Department of Health and Environment (KDHE) licensed this shelter for a capacity of 60 for Children’s Services day camps. However, last year, KDHE changed the capacity to 45 campers. This decision has caused issues for parents who sign up early for camp. Mr. Middleton added that a new shelter would be larger with easy access for patrons. Mr. Allen stated five bids have been received and would recommend the base bid, as well as add alternate 1, which would include a seat wall. Mr. Middleton asked that add alternate 2 not be accepted as it would make for a tight budget. Mr. Snider asked if the new shelter is a budgeted item. Mr. Middleton answered it is in the capital replacement dollars. Ms. Rivarola asked if this is a low enough threshold to not come back and ask for additional approval. Mr. Middleton answered yes, this was low enough. Mr. Snider asked what will happen to the current shelter pad. Mr. Middleton answered that due to its condition, it will be demolished.

PGC-7 It was the consensus of the committee to recommend Board award of the bid for Antioch Park shelter 2 to 2Point Construction Company LLC, the low bidder meeting bid specifications and under the Superintendent’s estimate at a cost of \$272,000 for the base bid and the Add Alternate 1 bid of \$12,900, for a total of \$284,900.

I. Ernie Miller Park Pedestrian Prefabricated Truss Bridge, PRK 2019-0020 – Mark Allen, Project Manager

Mr. Middleton stated JCPRD opened bids on Friday with four bids coming in on the replacement bridge for Ernie Miller Park. Mr. Middleton added several staff attended the American Trails Conference this year and were impressed with Wagners CFT products. Mr. Middleton stated the bridge is a prefabricated, site-assembled bridge to help with limiting the damage to Ernie Miller Park and will be installed by JCPRD’s park crews who did a similar project on the Blue River Wilderness Streamway Trail area. Mr. Carlson asked if the foundation and abutment has been set in place. Mr. Middleton answered that due to the size, JCPRD will be using on call equipment operator and on-call concrete contractor to complete a new foundation.

PGC-8 It was the consensus of the Parks and Golf Courses Committee to recommend Board award of the bid for a pedestrian prefabricated truss bridge to Wagners CFT, the low bidder meeting bid specifications and under the Engineer’s estimate at a cost of \$85,450.

OTHER BUSINESS

No other business was discussed.

ADJOURNMENT

Ms. Rivarola adjourned the meeting at 6:07 pm.

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

[Signature on file]

LESLIE RIVAROLA, Committee Chair

*PREPARED BY Cindy Lawrence, PGC Sr. Administrative Assistant
Approved September 18, 2019*