



**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

September 18, 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, George Schlagel, Paul Snider

**Board Members Absent:** None

**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	Shannon Sonnier, Asst. Superintendent of Recreation
Jeff Stewart, Deputy Director	Devin Wetzel, Asst. Superintendent of Parks & Golf Courses
Terry Anderson, Superintendent of Safety & Outdoor Education/Park Police Chief	Steve Stout, Heritage Park Golf Course Superintendent
Bill Maasen, Superintendent of Parks & Golf Courses	Doug Hite, Sports & Facilities North Manager
Susan Mong, Superintendent of Culture	Drew Murphy, Heritage Park Golf Course Asst. Superintendent
Rhonda Pollard, Superintendent of Recreation	Jennifer Anderson, Children’s Services Specialist
David Grant, Human Resources Director	Amy Branson, Children’s Services Specialist
Jay Hinrichs, Development Director	Bill Leek, Project Manager III
Cliff Middleton, Planning & Development Manager	Michael Middlebush, Park Police Administration Captain
Richard Smalley, Marketing & Communication Mgr	Kari Basel, 50 Plus Special Events & Travel Specialist
Ted Tartenaar, ITS Manager	Cathy Hammack, Out-of-School Time Director
Noelle Testa, Chief Financial Officer	
Jennifer Assmann, Sr. Administrative Assistant	
Mary Eads, Administration Assistant	
Michelle Alexander, 50 Plus Manager	
Mark Allen, Project Manager II	

**PLEDGE OF ALLEGIANCE**

A moment of silence was observed in memory of Dan Field, former JCPRD Park Police Chief/Superintendent of Safety & Outdoor Education.

**PRESENTATIONS**

**A. County Service Pins**

**1. 5 Years**

- a. Mallory Ozier, OP 50 Plus Coordinator

- b. Cathy Hammack, OST Director – Clear Creek
- 2. 15 Years**
  - a. Drew Murphy, Assistant Superintendent, HPGC
  - b. Anthony Oropeza, Web Development Coordinator

### **PUBLIC COMMENTS**

Rachel Milgram, 9028 W 143<sup>rd</sup> Place Overland Park, KS 66221, spoke on behalf of the Monarchs Youth Softball team. She expressed her concerns regarding softball games played on September 8, noting the possibility that the opposing team did not have a valid roster. A formal protest was filed with the Youth Sports Director. Mr. Stewart stated JCPRD staff are looking into the submitted concern and will provide a response to the coach once the investigation is complete.

### **CONSENT AGENDA**

#### **Regular & Special Board Meetings**

BRD-1 Consider approval of minutes of the Regular Board Meeting held August 21, 2019.

#### **Administrative Services Committee**

ASV-1 Consider approval of minutes of the Administrative Services Committee Meeting held September 9, 2019.

#### **Culture Committee**

CUL-1 Consider approval of the request from the Theatre Advisory Council to approve the 2020 Theatre in the Park Indoor & Outdoor Season as presented. [NOTE: Identity of the productions are withheld from public announcement at this time to allow announcement by Theatre in the Park. This is open record and details are available by calling Theatre in the Park at 913-826-3012 or 913-826-3011.]

CUL-2 Consider approval of the update to the Theatre in the Park Advisory Council Charter as presented.

CUL-3 Consider approval of the Theatre in the Park Advisory Council minutes dated August 23, 2019.

CUL-4 Consider approval of minutes of the Culture Committee Meeting held September 9, 2019.

#### **Parks & Golf Courses Committee**

PGC-1 Consider approval of to accept JP Management as the firm to manage White Fox Manor from September 2019-September 2020.

PGC-2 Consider approval of the Biological Services Agreement with Bridging the Gap, Inc., dba KC Wildlands.

PGC-3 Consider approval to utilize allocated 2019 CIP project funds, \$1,373,950, and proceed with bidding the SMP John Barkley Plaza improvements project.

PGC-4 Consider 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.

PGC-5 Consider approval to grant an easement to Water District Number 1 of Johnson County.

PGC-6 Consider approval to award 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.

PGC-7 Consider approval to award 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.

PGC-8 Consider approval of minutes of the Parks & Golf Courses Committee Meeting held September 9, 2019.

**Recreation Committee – No meeting held.**

**Safety & Outdoor Education Committee – No meeting held.**

**MOTION: Mr. Klika moved to approve all Consent Agenda items. Mr. Schlagel seconded. UNANIMOUSLY CARRIED.**

## **DISCUSSION & ACTION AGENDA**

### **A. RFP Draft for Total Compensation Study – David Grant, Human Resources Director**

Mr. Grant stated the RFP is being brought before the Board to ensure all requested information was accurately captured in the RFP. The Board discussed how JCPRD's study could integrate into Johnson County Government's study already in place.

**MOTION: Mr. Klika moved to coordinate with the County to amend the existing professional services agreement for a compensation study to include JCPRD; if the timing cannot be met, staff are authorized to proceed with the RFP in October. Ms. Rubesch seconded. UNANIMOUSLY CARRIED.**

### **B. Human Resources Policy 101 – Authority of the Executive Director – David Grant, Human Resources Director**

**MOTION: Mr. Klika moved to defer Human Resources Policy 101- Authority of the Executive Director until the conclusion of the total compensation study. Ms. Rubesch seconded. UNANIMOUSLY CARRIED.**

### **C. JCPRD Public Art Policy and Resolution No. 2019-10 – Susan Mong, Superintendent of Culture**

Ms. Mong presented the JCPRD Public Art Policy and Resolution, noting funding for public art is already in place but there is not a policy on how to utilize that funding.

**MOTION: Ms. Rubesch moved to approve the JCPRD Public Art Program Resolution 2019-10, and to approve the JCPRD Public Art Program Policy with the addition that a member of the JCPRD Board will serve as a non-voting liaison to the Public Art Committee and to approve the transfer of funds in the amount of \$38,140 out of the Meadowbrook Park project fund to seed the JCPRD Public Art Program. Mr. Schlagel seconded. UNANIMOUSLY CARRIED. Naming of property donated by Arthur & Betty Verhaeghe – Bill Maasen, Superintendent of Parks & Golf Courses**

Mr. Maasen explained the Verhaeghe family donated 41 acres to JCPRD with the intent that the land become a neighborhood park. The park is currently under construction with completion scheduled this fall.

**MOTION: Mr. Schlagel moved to name the property located at 167th and Flint in Overland Park, KS along the Coffee Creek Trail the Arthur and Betty Verhaeghe Park to honor the family for its donation. The approval of this motion will trigger the 30 day public comment period in accordance with board-approved policy on naming parks and facilities. Mr. Snider seconded. UNANIMOUSLY CARRIED.**

### **E. Naming of Kill Creek Observation Tower – Bill Maasen, Superintendent of Parks & Golf Courses**

Mr. Maasen presented staff's recommendation to name the Kill Creek Park observation tower the Russell and Helen Means Observation Tower to honor the Means family, who donated approximately \$800,000 to The Parks and Recreation Foundation of Johnson County earmarked for Kill Creek Park improvements.

**MOTION: Mr. Carlson moved to name the observation tower under construction at Kill Creek Park the Russell and Helen Means Observation Tower to honor the Means family for its cash donation earmarked for use on an improvement at Kill Creek Park. The approval of this motion will trigger the 30 day public comment period in accordance with Board-approved policy on naming parks and facilities. Mr. Snider seconded. UNANIMOUSLY CARRIED.**

**REPORTS**

**A. Staff Reports**

Written reports provided in Board Report.

**B. Executive Director of Parks & Recreation – Jill Geller/Jeff Stewart**

Ms. Geller presented JCPRD’s goals and objectives, noting what has been completed or is in progress. She also referenced her five-year vision for JCPRD, which she originally presented in 2014 upon taking over as the Executive Director. Ms. Geller thanked the JCPRD Board and staff for their work in helping to achieve the goals and objectives over the past five years.

Mr. Baru and Mr. Klika both thanked Ms. Geller for her work and dedication to JCPRD, specifically noting her accomplishments as the Executive Director.

Mr. Stewart reported JCPRD met with the BOCC to provide a museum update. Staff have received positive feedback regarding the relationship between the museum and the County.

Mr. Stewart provided an update regarding a survey to receive public feedback on the CIP, noting there will be no increase in cost to expedite the survey and that survey results are expected to be presented at the October Board meeting.

Mr. Stewart invited the Board and their families to attending “An Evening in the Park” on September 28. The event will take place at Theatre in the Park and will feature a 1980’s cover band followed by the movie *Back to the Future*.

Mr. Stewart noted the NRPA Conference is scheduled for next week, and staff will be accepting the reaccreditation award.

Mr. Snider noted he received a message from a resident who was displeased with the trail markings on Coffee Creek Streamway Trail. He suggested putting a hold on marking the trails and to rethink what that striping might look like in visible residential areas.

**C. Legal Counsel – Fred Logan**

No report

**D. Board of County Commissioners – Steve Klika**

Mr. Klika expressed his condolences on the passing of former Park Police Chief Dan Field.

**E. Board Chair – Steve Baru**

No report

**F. Board Members**

Ms. Rubesch stated she enrolled and participated in a yoga class at Meadowbrook Park Clubhouse and was very pleased with the class.

Mr. Snider, Ms. Rivarola, and Ms. Rubesch expressed their thanks and appreciation to Jill Geller and wished her well on her new adventure as Director of Parks, Recreation & Libraries for the City of Roseville, California.

**OTHER BUSINESS**

No other business was presented.

**NOTIFICATION OF UPCOMING OPEN MEETINGS**

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

- Administrative Services/Culture/Recreation Committees – October 7, 2019, 7:00 p.m.
- Parks & Golf Courses/Safety & Outdoor Education Committees – October 7, 2019, 5:30 p.m.
- Regular Board Meeting – October 16, 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 15 minutes to discuss personnel matters of non-elected personnel. The subject of the discussion during executive session will be (1) the compensation plan, effective September 21, 2019 for incoming Executive Director Jeff Stewart and (2) the compensation of Executive Director Jill Geller.

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, Executive Director Jill Geller, or incoming Executive Director Jeff Stewart come into the executive session.

The Board will reconvene in this meeting room at 9:05 p.m.

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

- *The meeting recessed into executive session at 8:50 p.m.*
- *The meeting reconvened into public session at 9:05 p.m.*

**MOTION:** Mr. Klika moved effective September 21, 2019, to approve the 2019 compensation package for the incoming Executive Director as shown on the letter of agreement dated August 29, 2019, prepared by Johnson County Park and Recreation District’s Human Resources and executed by the Executive Director. Ms. Rivarola seconded. **UNANIMOUSLY CARRIED.**

**MOTION:** Ms. Rivarola moved to approve a bonus in the sum of \$10,000 for the outgoing Executive Director. Mr. Klika seconded. **UNANIMOUSLY CARRIED.**

**ADJOURNMENT**

Mr. Baru adjourned the meeting at 9:07 p.m.

**BOARD OF PARK AND RECREATION COMMISSIONERS  
JOHNSON COUNTY, KANSAS**

[Signature on file]  
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STEVEN BARU, Board Chair

ATTEST:

[Signature on file]  
\_\_\_\_\_  
GEORGE J. SCHLAGEL, Board Secretary

*Prepared by: Jennifer Assmann, ASV Sr. Administrative Assistant  
Approved October 16, 2019*