

**BOARD OF PARKS AND RECREATION COMMISSIONERS
KANSAS CITY, MISSOURI
Tuesday, September 29, 2020**

1p.m. Workshop

**2:00 O'CLOCK P.M.
BOARD MEETING
4600 E. 63rd Street Trafficway
Kansas City, Missouri 64130**

Workshop

1:00p.m. – Open Discussion

AGENDA

1. Considering Board approval of the Board Minutes of September 15, 2020.
2. Considering Board approval of Line Creek Community Center Fees and Charges.
3. Considering Board approval of the Agreement with Missouri Department Conservation for 2020-2021 Managed Deer Hunts in Tiffany Springs Park, Riverfront Park, Swope Park, Jerry Smith Park, Pleasant Valley Park and Hodge Park.
4. Considering Board approval of a Facility Use Agreement with Chris Limane Adult Hockey for the use of Line Creek Community Center to conduct adult hockey games from October 1, 2020 to September 30, 2021.
5. Considering Board approval of a Facility Use Agreement with Fatman Rowdy Enterprises LLC for the use of Line Creek Community Center to conduct adult hockey practices, games and tournaments from October 1, 2020 to September 30, 2021.
6. Considering Board approval of a Facility Use Agreement with Kansas City Youth Hockey for the use of Line Creek Community Center to conduct adult hockey practices, games and tournaments from October 1, 2020 to September 30, 2021.
7. Considering Board approval of a Facility Use Agreement with Line Creek Figure Skating Club for the use of Line Creek Community Center to conduct ice-skating lessons, clinics, camps, test sessions and practices from October 1, 2020 to September 30, 2021.
8. Considering Board approval of a Facility Use Agreement with Kansas City Curling Club for the use of Line Creek Community Center to conduct curling games from October 1, 2020 to September 30, 2021.
9. Considering Board approval of a Facility Use Agreement with Insomniac Hockey Club for the use of Line Creek Community Center to conduct adult hockey games, practices and tournaments from October 1, 2020 to August 31, 2021.

10. Considering Board approval of Gifts and Contributions.

11. Public Hearing

12. Corona Virus Update

13. Adjourn

Members of the Board may attend this meeting via videoconference.

The public can observe this meeting at the following: (Channel 2)

“Any person with disability desiring reasonable accommodation to participate in this meeting may contact the 311 Action Center at 311 or (816) 513-7503 for TTY 513-1889 or by email at actioncenter@kcmo.org.”

Closed Sessions may be held by teleconference.

“The Board may hold a closed session during the workshop or the meeting to discuss legal, real estate or personnel issues pursuant to R.S.Mo. Section 610.021.”

The Board may hold a closed session during the workshop or the meeting to discuss:

- Legal matters, litigation, or privileged communications with attorneys, pursuant to Section §610.021(1), RSMo
- Real estate, pursuant to Sec. 610.021(2), RSMo
- Personnel, pursuant to §610.021(3) / (13); RSMo
- Sealed Bids or proposals, pursuant to Section §610.021 (12), RSMo

The Board may return to the conference room following the regular meeting for additional discussion of items on the agenda of the Board’s Workshop that were not completed prior to the regular meeting.

**BOARD OF PARKS AND RECREATION COMMISSIONERS
KANSAS CITY, MISSOURI
Tuesday, September 15, 2020**

**2:00 O’CLOCK P.M.
BOARD MEETING**

**Parks and Recreation
4600 E. 63rd Street Trafficway
Kansas City, Missouri 64130**

Board Members Present: President Holland, Commissioner Goode, Commissioner Mecklenburg, Commissioner Wagner, and Williams-Neal, joined meeting by phone.

Members of the Board may attend this meeting via electronically.

Closed Sessions may be held by teleconference

Workshop

**1p.m. – Parks and Recreation Budget Update - Krista Morrison
1:20p.m. – Raytown Fields Lease Proposal by Evergy – Richard Allen
Open Discussion**

Agenda

On a motion by Commissioner Wagner, duly seconded the Board approved the Board Minutes of August 25, 2020. Public Hearing - Considering Board approval of a Resolution authorizing the Director to submit to the City of Kansas City, Missouri, Street Naming Committee a request, to rename Oak Street (from 45th St. on the north to 52nd St. on the south) to “Volker Boulevard.”

- Ted Derks came before the Board – oppose of the renaming.
- Pat Clarke – came before the Board – oppose of the renaming – recommended KCI Airport.
- Samantha Johnson – came before the Board – oppose of the renaming – recommended Troost Avenue.
- Carolyn McCausland – came before the Board – oppose of the renaming any streets - recommended Martin Luther King Park Renovations would donate \$1,000 to the park to assist with future renovations.
- Reginald – came before the Board – support the renaming.

Resolution #31487 – Design Professional Services Contract – TranSystems – Chouteau Parkway and I-35 Interchange Project

On a motion by Commissioner Wagner, duly seconded the Board approved the Design Professional Agreement with TranSystems for the Chouteau and I-35 Interchange Project in the amount of \$297,350 and authorized the Director or designee to execute the contract on behalf of the Board.

Background: On July 17, 2020, a Request for Qualifications was issued for construction engineering services for the Chouteau Parkway and I-35 Interchange project. Six teams submitted proposals and TranSystems was selected as the preferred design professional.

The scope of this agreement is for the construction engineering services of the Chouteau and I-35 Interchange project including pre-construction reviews of plans, quantities, and specifications; daily construction inspection and documentation; daily construction administration and coordination with the City, Contractor, MoDOT, and affected business and property owners; and post construction activities to determine that the project is completed and accepted by the City and MoDOT.

Per the contract agreement, this work shall be completed for a maximum amount of \$297,350.00 and substantially complete by December 15, 2021. This contract agreement will be funded by Federal Surface Transportation Program, MoDOT Cost Share program, and GO Bond funding in account no. AL-3520-708011-B-70008822.

Resolution #31488 – Design Professional Services Contract with Water Edge Aquatic Design – Southeast Community Center Pool Renovation Project

On a motion by Commissioner Wagner, duly seconded the Board approved the Design Professional Services Agreement with Waters Edge Aquatic Design in the amount of \$275,000 for the Southeast Community Center Pool Renovation Project and authorized the Director or designee to execute the contract on behalf of the Board.

Background: Southeast Community Center is in the northwest corner of Swope Park and is located off 63rd St. The center has an existing aquatic area that includes a small pool and two therapy pools. The aquatic area has been a challenge to operate and program with all three of the existing separate pump and filter systems in need of major repairs.

On May 22, 2020, the Parks Department received RFQs from two design firms for the Southeast Community Center Pool Renovation project. Waters Edge Aquatic Design (WEAD) was selected to perform the consultant work based on the selection team scoring and rating of the two firms.

WEAD and Parks staff have defined the pool renovation scope of work and deliverables for a total design fee of \$275,000, with a completion date 365 calendar days after notice to proceed. This agreement will cover site analysis, community engagement, design approvals, bidding assistance, construction document preparation, and construction administration. This project will develop a design with one pool area and one pump and filter system to address the maintenance and programming issues with the existing facility.

Funding for this agreement will come from the Special Gift Fund (account number 6490-702800-B-C103).

WEAD's utilization goals of 15% MBE and 10% WBE were submitted & approved by HRD and will be met by the end of the project.

Resolution #31489 – Amendment #1 – Just-Off Broadway Theatre Association (JOBT)

On a motion by Commissioner Wagner, duly seconded the Board approved Amendment #1 with the Just-Off Broadway Theatre Association and authorized the Director or designee to execute the amendment on behalf of the Board.

Background: The Just Off-Broadway Theatre located at 3051 Central Avenue in Penn Valley opened on March 10, 2000. Since before it's opening, the Just Off-Broadway Theatre Association has partnered with the Kansas City Park's Department to assist in the operations and development of the facility. On January 5, 2017 the Board of Parks and Recreation Commissioners entered into a new Lease and Concessions agreement with the Just Off-Broadway Association for a five-year period, from January 1, 2017 to December 31, 2021.

The agreement permits the Association to operate the facility to produce and stage theatrical productions and events and to manage a schedule of public performances in the facility for other participating community theater groups. In addition to managing the theater, the Just Off-Broadway Theater Association provides theater programming and community events to benefit underserved groups.

This Amendment #1 provides for reimbursement of certain operating expenses to ensure that the Just Off-Broadway Theater Association can continue its service to the users of the facility and the programming and events it provides. Reimbursable expenses will be limited to electricity, gas, telecommunications, internet, janitorial and theater maintenance expenses in an amount not to exceed \$28,000. Reimbursement will be invoiced with supporting documentation before being paid.

Resolution #31490 – Memorandum of Understanding with K.C. Metro Junior Golf Club

On a motion by Commissioner Mecklenburg, duly seconded the Board approved the Memorandum of Understanding with K.C. Metro Junior Golf Club and authorized the Director or designee to execute the memorandum of understanding on behalf of the Board.

Background: Since 2004 the K.C. Metro Junior Golf Club has been providing golf instruction to area youth at the Heart of America Golf Academy. This Memorandum of Understanding will formalize the relationship between the K.C. Metro Junior Golf Club and the Kansas City Missouri Parks and Recreation Department. The K.C. Metro Junior Golf Club provides all instruction to youth at no cost. In addition, all staff and instructors are volunteers.

The K.C. Metro Junior Golf Club will continue to offer regularly scheduled no-cost golf instruction at the Heart of America Golf Academy and will guarantee equitable access to the programs they offer. They also agree to share participant information with parks staff.

The Kansas City Missouri Parks and Recreation Department will provide regularly scheduled access to the Heart of America Golf Academy golf courses and practice facilities. We will also provide assistance with marketing, tournaments, shirts, caps, and food for events. A discounted use fee will also be established for green fees and range balls.

Resolution #31491 – Memorandum of Understanding with Voters Helping Voters

On a motion by Commissioner Mecklenburg, duly seconded the Board approved the Memorandum of Understanding with Voters Helping Voters and authorized the Director or designee to execute the memorandum of understanding on behalf of the Board.

Background: Voters Helping Voters is a local, grassroots group whose mission is to assist with absentee and mail-in voting in Jackson County, Missouri. Their goal is to make the knowledge,

materials, and notary services available to 10,000 Kansas City, Missouri voters who would prefer to vote by mail.

On September 12, 19, and 26, 2020, tables will be set up at community centers to distribute Ballot Request Packages, which will include ballot request forms, information sheets, notary locations and dates, and pre-addressed return envelopes for the Kansas City Election Board. Additional packets will be left at each community center to be distributed upon request.

On October 3, 10, and 17, notaries will be at the same locations to offer their services for voters whose ballots require notarization. Tables will set up either in the community center lobbies or outdoors, weather permitting.

This agreement will begin on September 10, 2020 and shall end no later than October 17, 2020. This will be a non-partisan activity. Political speech and conversation will not be allowed. If this is violated, the MOU will be immediately terminated.

Resolution #31492 – Agreement with Crossroads Academy

On a motion by Commissioner Wager, duly seconded the Board approved the Agreement with Crossroads Academy and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: Working with Kansas City Parks and Recreation in conjunction with Kansas City Public Schools, Crossroads Academy will participate in a plan to provide virtual learning services to youth enrolled in Out-Of-School Programs located at Westport Roanoke and Tony Aguirre Community Centers.

This agreement provides for out-of-school programming serving a minimum of 20 students at each of the two sites mentioned. Classes will be held Monday-Friday from 8:00am – 3:00pm. Crossroads Academy will provide lunch, technology to support virtual learning, an educational curriculum, and will assist with recruiting families to participate.

This agreement shall begin on September 16, 2020 and end on July 31, 2021, with an option to renew the agreement for an additional one-year term.

Public Hearing – No One Appeared before the Board

Corona Virus Update

Meeting Adjourned.

Jack Holland, President
Board of Parks and Recreation Commissioners

Karmen Houston, Board Secretary



Intra-Departmental Communication

Date: September 29, 2020
To: Parks and Recreation Revenue Committee
From: Doug Schroeder, Administrative Officer
Subject: Proposed Fee Changes at Line Creek Community Center

Background:

Line Creek Community Center staff has been tasked with reaching its 90% cost recovery goal for the fiscal year starting in 2020. The staff believes that implementing market-based pricing strategies and reduction of total expenses will increase cost recovery at the center to the 90% goal. Cost recovery for recent years is outlined in the chart below.

| | 2017 | 2018 | 2019 | 2020 |
|--------------------------|---------------|---------------|-----------------|---------------|
| Sum of Collected Revenue | \$ 590,424.82 | \$ 612,458.48 | \$ 587,790.63 | \$ 494,017.51 |
| Sum of Expenses | \$ 856,318.03 | \$ 907,416.36 | \$ 1,048,733.88 | \$ 995,330.04 |
| Cost Recovery | 69% | 67% | 56% | 50% |

Staff has completed a comparison of pricing throughout the Kansas City region to help inform a decision to adjust fees at Line Creek Community Center. Locations that provided information were Metro Ice Sports (Des Moines, IA), CenterPoint Ice Arena (Independence, MO), Breslow (Lincoln, NE) and Kansas City Ice Arena (Kansas City, KS).

Line Creek Community Center staff has proposed a selection of fee adjustments for programs, memberships, and activities at the center to increase cost recovery. A comprehensive fee revision for Line Creek has not occurred in ten years, despite increasing expenses. The proposed fee changes will increase fees for ice rink rentals, ice rink admissions, free style passes, and birthday party packages by 20-30% overall as outlined in the chart below:

| Item | Current Fee | Proposed Fee | Market Price |
|--------------------------------------|------------------|---------------|---------------------|
| Contract Ice Rental | \$230/hour | \$275/hour | \$255-\$350/hour |
| Non-contract Ice Rental | \$290/hour | \$300/hour | \$474/hour |
| Public Skate Fee | \$6 | \$8 | \$8-\$8.50 |
| Freestyle Skate Session | \$5.50/half hour | \$7/half hour | \$7-\$7.5/half hour |
| Stick and Puck Session | \$11/session | \$14/session | \$14-\$15/session |
| Freestyle Membership Pass (6 visits) | \$100 | \$125 | \$110-\$130 |
| Adult Hockey Class | \$14/class | \$18/class | Not offered |
| Birthday Party Package | \$120 | \$150 | \$150-\$160 |

The proposed date for these changes to take affect is October 1, 2020. The estimated annual increase in revenue from these changes is \$120,000 - \$150,000 with a total projected revenue of \$770,000 to reach cost recovery of 90%. The Parks and Recreation Department's Revenue committee has reviewed and approved these changes.

RECOMMENDATION:

Staff recommends approval of the fee increases for the Line Creek Community Center and requests Board authorization for the new fees and charges effective immediately upon board approval.



Intra-Departmental Communication

Date: September 29, 2020
To: Board of Parks and Recreation Commissioners
From: Kevin Evans, Superintendent of Parks
Subject: Memorandum of Agreement with Missouri Department of Conservation for Managed Archery Deer Hunts for 2020-21 and Renewal of Partnership

Background:

Beginning in 2006, the Missouri Department of Conservation (MDC), in partnership with Kansas City, Missouri Parks and Recreation offered managed deer hunts at Tiffany Springs Park and Riverfront Park. The intent of the managed hunt was to:

- Reduce deer densities to mitigate or alleviate deer/vehicle collisions on public roadways
- Lower deer numbers to provide healthier deer and reduce the prevalence of Lyme disease
- Lower deer numbers from proper-consistent management to reduce the risk of the spread of diseases such as Hemorrhagic Disease (Blue Tongue) and Chronic Wasting Disease
- Assist in the control of invasive species as deer prefer native plants to eat and will not eat the invasive plants that we try to eradicate
- Provide another niche for a unique park patron to use and enjoy the urban parks

As of 2020, a total of 6 parks are part of the managed hunt partnership with MDC and KCMO Parks, including Tiffany Springs Park, Riverfront Park, Swope Park, Jerry Smith Park, Pleasant Valley Park, and an all-women hunt at Hodge Park. Each participant must complete a mandatory national bow hunting certification to be eligible for the random drawing to participate in the program. In addition, KCMO residents have priority in the drawing. To date, over 1,600 have participated in the program without any hunting related accidents.

Throughout this partnership, Kansas City, Missouri Parks and Recreation has established a high level of status in the United States for urban managed deer hunting in public parks. This partnership has been extremely successful and effective in reducing deer/vehicle collisions in these areas of our city and improving forest and glade ecosystem health. The Department is dedicated to working with MDC to expand on this partnership where beneficial to the public.

Recommendation:

Staff recommends Board approval of the agreement with MDC for 2020-2021, offering the managed deer hunts in Tiffany Springs Park, Riverfront Park, Swope Park, Jerry Smith Park, Pleasant Valley Park and Hodge Park. Staff also requests Board authorization for the Director or designee to execute the agreement on behalf of the Board.



Intra-Departmental Communication

DATE: September 29, 2020
TO: Board of Parks and Recreation Commissioners
FROM: Jennifer Jutte, Superintendent of Community Services
SUBJECT: Facility Use Agreement – Chris Linnane Adult Hockey

BACKGROUND:

Chris Linnane Adult Hockey is requesting the use of Line Creek Community Center for the limited purpose of conducting adult hockey games, for two hours per week. Term of agreement will run from October 1, 2020 to September 30, 2021.

Chris Linnane Adult Hockey agrees to pay the City the monthly amount of approximately \$2,200. This is based on usage of two hours a week at the rate of \$275 per hour for 45 weeks. The total estimated revenue for this License is approximately \$24,750.

RECOMMENDATION:

Staff recommends Board approval of this Facility Use Agreement with Chris Linnane Adult Hockey and requests Board authorization for the Director or designee to execute and the agreement on behalf of the Board.



Intra-Departmental Communication

DATE: September 29, 2020
TO: Board of Parks and Recreation Commissioners
FROM: Jennifer Jutte, Superintendent of Community Services
SUBJECT: Facility Use Agreement – Fatman Rowdy Enterprises LLC

BACKGROUND:

Fatman Rowdy Enterprises LLC is requesting the use of Line Creek Community Center for the limited purpose of conducting adult hockey practices, games, and tournaments for the Term of the License.

The term of the Agreement will run from October 1, 2020 to September 30, 2021. Fatman Rowdy LLC has requested use of the facility on Sunday, Monday, Thursday and Friday.

Fatman Rowdy Enterprises LLC agrees to pay the City a monthly amount of \$14,300, based on 13 hours a week of usage at the rate \$275 per hour for 36 weeks. The total estimated revenue for this License is approximately \$128,700.

RECOMMENDATION:

Staff recommends Board approval of this Facility Use Agreement with Fatman Rowdy Enterprises LLC and requests Board authorization for the Director or designee to execute the agreement on behalf of the Board.



Intra-Departmental Communication

DATE: September 29, 2020
TO: Board of Parks and Recreation Commissioners
FROM: Jennifer Jutte, Superintendent of Community Services
SUBJECT: Facility Use Agreement – Kansas City Youth Hockey Association

BACKGROUND:

The Kansas City Youth Hockey Association is requesting the use of Line Creek Community Center for the limited purpose of youth hockey practices, youth hockey camps or clinics, youth hockey games, Try Hockey for Free Day(s), and one (1) Youth Hockey Association Board meeting per month.

The term of the agreement will run from October 1, 2020 to September 30, 2021. Kansas City Youth Hockey Association agrees to pay the City the monthly amount of \$18,800. This is based on usage 20 hours a week at the rate of \$235 per hour for 36 weeks. The total estimated revenue for this License is approximately \$169,200.

RECOMMENDATION:

Staff recommends Board approval of this Facility Use Agreement with the Kansas City Youth Hockey Association and requests Board authorization for the Director or designee to execute the agreement on behalf of the Board.



Intra-Departmental Communication

DATE: September 29, 2020
TO: Board of Parks and Recreation Commissioners
FROM: Jennifer Jutte, Superintendent of Community Services
SUBJECT: Facility Use Agreement – Line Creek Figure Skating Club

BACKGROUND:

The Line Creek Figure Skating Club is requesting the use of Line Creek Community Center for the limited purpose of ice-skating lessons, clinics, camps, test sessions and practices during the Term of the License.

The term of the agreement will run from October 1, 2020 to September 30, 2021. Line Creek Figure Skating Club has requested use of the Premises on Saturday, Sunday, and Monday.

Line Creek Figure Skating Club agrees to pay the City the monthly amount of \$7,150. This is based on usage of the Premises 6.5 hours a week at the rate of two hundred seventy-five dollars (\$275) per hour for 35 weeks. The total estimated revenue for this License is approximately \$62,500.

RECOMMENDATION:

Staff recommends Board approval of this Facility Use Agreement with Line Creek Figure Skating Club and requests Board authorization for the Director or designee to execute the agreement on behalf of the Board.



Intra-Departmental Communication

DATE: September 29, 2020
TO: Board of Parks and Recreation Commissioners
FROM: Jennifer Jutte, Superintendent of Community Services
SUBJECT: Facility Use Agreement – Kansas City Curling Club

BACKGROUND:

The Kansas City Curling Club is requesting the use of Line Creek Community Center for the purpose of conducting curling games on Saturdays and Sundays. The term of the agreement will run from October 1, 2020 to September 30, 2021.

Kansas City Curling Club agrees to compensate City in the amount of \$275.00 per hour. Monthly payments will vary depending on usage and will average \$3,438. Total compensation is projected to be \$34,237.50

RECOMMENDATION:

Staff recommends Board approval of this Facility Use Agreement with the Kansas City Curling Club and requests Board authorization for the Director or designee to execute the agreement on behalf of the Board.



Intra-Departmental Communication

DATE: September 29, 2020
TO: Board of Parks and Recreation Commissioners
FROM: Jennifer Jutte, Superintendent of Community Services
SUBJECT: Facility Use Agreement – Insomniac Hockey Club

BACKGROUND:

The Insomniac Hockey Club is requesting the use of Line Creek Community Center for the limited purpose of adult hockey games, practices, and tournaments.

The term of the agreement will run from October 1, 2020 to August 31, 2021. Insomniac Hockey Club has requested the use of the facility on Wednesdays from 9:40pm – 10:50pm.

Insomniac Hockey Club agrees to pay the City the monthly amount of \$1,283.32, based on usage of seventy minutes a week at the rate of \$275 per hour for 36 weeks. The total estimated revenue for this License is approximately \$10,908.

RECOMMENDATION:

Staff recommends Board approval of this Facility Use Agreement with Insomniac Hockey Club and requests Board authorization for the Director or designee to execute the agreement on behalf of the Board.



Parks and Recreation Department

DATE: September 29, 2020
TO: Board of Parks and Recreation Commissioners
FROM: Teresa Rynard, Director
SUBJECT: GIFTS AND CONTRIBUTIONS REPORT

BACKGROUND:

- \$40 – Donated by Charles A. Bailey to be used for programming for the Inner-City youth.
- \$500 – Donated by the Elliott Family to purchase a Burr Oak Memorial Tree to be planted in Spring Valley Park in honor of Ben Mercer.

STAFF RECOMMENDS: Acceptance of donations.