



Unified Government Clerk's Office

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NOTICE OF WYANDOTTE COUNTY PARK BOARD MEETING

A meeting of the Wyandotte County Park Board of the Unified Government of Wyandotte County/Kansas City, Kansas, will be conducted in a hybrid format on Wednesday, August 9, 2023, at 6:00 P.M.

We invite you to view the meeting in person in the 5th-floor conference room, Suite 515, 701 N. 7th Street, Kansas City, Kansas, or via a Zoom webinar.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/83164325568>

Or One tap mobile :

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UNIFIED GOVERNMENT WYCO/KCK
REGULAR BOARD OF PARK COMMISSIONERS MEETING

Wednesday, August 9th, 2023

City Hall, 701 N. 7th Street, Room 515, KCK 66101

And Via Zoom at 6:00pm

Agenda

Have the proper meeting notices been given? _____

Call to Order, Chairman Diana Aguirre _____ P.M.

Roll Call:

_____ Diana Aguirre/Mayor Garner _____ Dr. Jane Winkler Philbrook/District #6
*Chairman

_____ Carolyn Wyatt/District #1 _____ Dani Gurley/District #7
*Second Vice Chairman

_____ Bridget Holton-Deere/District #2 _____ Laura Flores/District #8
*First Vice Chairman

_____ Faith Rivera/District #3 _____ Ashley Williamson/District #1 at Large
*Secretary

_____ Karen Daniels/District #4 _____ Vacant/District #2 at Large

_____ Andrea Behrman/District #5
Non-Voting Members
_____ Tammie Romstad/KCKPS

Administration Present:

_____ Angel Ferrara, Parks and Recreation, Director

_____ Shaya Lockett, Parks & Recreation, Assistant Director of Recreation

_____ Vacant, Parks & Recreation Assistant Director

_____ Wendy Green, Counselor

_____ Nichole Marlowe, Administrative Support Supervisor

I – PRELIMINARIES

1. Adoption of the Agenda

The Agenda is presented for Board review, and consideration for adoption.

Additions:

Visitors:

Board Members:

The Agenda is presented for adoption.

Motion:_____ Seconded:_____ Vote:_____

2. Approval of Previous Meeting's Minutes

Minutes of the Wednesday, July 12th, 2023 regular Board of Park Commissioners meeting were presented for review and consideration for approval.

Motion:_____ Seconded:_____ Vote:_____

II – Presentations, Hearings, Communications

1. Visitors

Visitors may speak to the Board at this time. As a general rule, the Board will not enter into discussion, but will direct Administration to take under advisement, make necessary responses, and bring items to a future agenda as may be appropriate.

2. Correspondence

- None

III – Old Business

- None to Report -

IV – New Business

- CSO 19 project update –
- PlanKCK -

V – Other Business

Staff Agenda

- Shaya Lockett –
 - o Fall Sports -
 - o Recreation Updates –
- Angel Ferrara
 - a. Park project updates

2. Board Member's Questions or Comments

3. Adjournment at _____P.M.

Motion:_____ Seconded:_____ Vote:_____

MINUTES OF THE
UNIFIED GOVERNMENT WYCO/KCK
BOARD OF PARK COMMISSIONERS
Wednesday, July 12, 2023

The July 12th, 2023, meeting of the Unified Government WyCo/KCK Board of Park Commissioners was held at City Hall 701 N. 7th St. Room 515, Kansas City, KS 66101 & Virtually-Via Zoom

CALL TO ORDER:

The meeting of the Unified Government Board of Park Commissioners was called to order at 6:03 p.m. by Diana Aguirre, Chairman. Angel Ferrara, Director stated proper meeting notice had been given.

ROLL CALL:

Members present, were recorded for the minutes.

Board Members Present:

Diana Aguirre, Chairman
Bridget Holton-Deere, First Vice Chairwoman
Carolyn Wyatt, Member
Dani Gurley, Member
Karen Daniels, Member
Dr. Jane Winkler Philbrook, Member
Ashley Williamson, Secretary
Laura Flores, Member

Board Members Absent:

Faith Rivera, Member
Andrea Behrman, Member
Tammie Romstad/KCKPS

Administration Present:

Angel Ferrara, Director of Parks, and Recreation
Shaya Lockett, Recreation Assistant Director
Wendy Green, Counselor
Elizabeth Scrimsher, Administrative Support Specialist, Parks & Recreation

I – PRELIMINARIES

- **ADOPTION OF THE AGENDA**

A motion was made by Dani Gurley to adopt the July 12th, 2023, Agenda, seconded by Carolyn Wyatt. Motion carried (Ayes 8, Nays 0)

- **APPROVAL OF PREVIOUS MEETING MINUTES**

Minutes of the Wednesday, June 14th, 2023, regular Board of Park Commissioners, were presented for review and consideration for approval.

A motion was made by Bridget Holton-Deere and seconded by Carolyn Wyatt to approve the minutes of the Wednesday, June 14th, 2023, regular meeting.

Motion carried (Ayes 8, Nays 0)

II- PRESENTATIONS, HEARINGS, COMMUNICATIONS

- **Visitors**

Visitors may speak to the Board at this time.

As a general rule, the Board will not enter discussion, but will direct Administration to take under advisement, make necessary response and bring items to a future agenda as may be appropriate.

Correspondence

- No Correspondence

III– OLD BUSINESS

Shaya Lockett- shared the new Special Event Policy with Park Board members.

- Policy is put in place to provide clarity on rules, expectations and procedures on events occurring in the Unified Government Park facilities.
- The first topic was new adjustments to the Special Event Policy, non-profits can have two events a year at no cost.
- Carolyn Wyatt- ask why we charge deposits for events and what type of events must pay a deposit for special events.
- Shaya Lockett- answered, all special events must pay a deposit. Deposits are refundable if there is no damage to the park or facility and all rules are followed for the event.
- Event Types- Free Community Events- This event is 100% free to the community. There will be no vendors selling items of cost associated with participation. The event organizer will be required to pay for the park, Park shelters or building. The Parks & Recreation Department will waive 50% of the Special Event fee based on event size.
- Applicant will still be required to provide insurance and pay for the other required permits and a damage deposit.
- Angel Ferrara- spoke as well about Nonprofit Organizations with a 501- (C) (3) status through the IRS. documentation supporting their status, must present. Event application must include any information regarding potential fees for participation, donations, and any fundraising components the special event might entail. Local Wyandotte County nonprofits will be required to pay for the park, park shelter or building. Parks and Recreation will waive the Special Event size fee.
- Events that charge fees (Excluding nonprofits) for participation, vendors, tickets, attractions, tournament entry, etc, will be required to pay all applicable special event fees, damage deposit, and provide insurance.
- Ashley Williamson-asked when the next review will be for Special Event Policy
- Angel Ferrara- Special Event Policy is reviewed every 3-5 years.
- Dr. Jane Winkler Philbrook asked Wendy Green-Counselor, if the Chairman could go in front of Board of Commissioners on her own to revise the Special Event Policy fees.
- Wendy Green-responded that they could not, they could only go as an individual, as a resident.

IV- NEW BUSINESS

Community Earmark Funding Project

- Angel Ferrara –Presented a short slide presentation going over the Community Project Funding Discussion from a previous meeting.
- U.S. Representative Sharice Davids secured more than \$3.7 million in funding for the UG.
- Angel stated that it takes time and necessitates a final application process through HUD.

- Funding includes: specific upgrades, restoring rock work, improvements to shelters, parks, fields and play equipment and rectifying issues with lighting & safety.
- Angel explained to Park Board what a Cultural Resource Survey is. It is to identify and record all cultural resources within a project area. Cultural resources can include prehistoric Native American habitation sites, historical farmstead sites, standing structures or other man-made features such as earthworks, old roadbeds, or cemeteries.
- Phase 1 investigations are the most common type of Cultural resource Management (CRM) projects, and generally consist of four tasks: (1) a literature and records search; (2) fieldwork; (3) laboratory analysis; and (4) report preparation. Klammer Park Cultural Resource Survey was roughly \$38K and took several months to complete before review/approval from Osage Nation.
- Angel Ferrara- discussed several potential projects:
- Kensington Soccer Field Projects.
- Creating equitable opportunities for inner-city youth soccer.
- Schematic Plan Phase 1, Renovate Parking Lots, Site prep, soccer field irrigation
- 2 (U12 youth soccer fields) Connection/trail, Cultural resource survey, Engineered services. With an estimated cost for Phase 1 being \$700K.
- Angel Ferrara- then opened the meeting for discussion with Park Board Members.
- Karen Daniels- asked about new basketball courts being installed for inner city kids?
- Angel Ferrara - stated she would have to check if that would be in phase 1 or phase 2.
- Bridget Holton-Deere –asked what Cultural Resource surveys do?
- Angel Ferrara- responded that when disturbing the ground, the soil needs to be tested and checked for historical artifacts, or anything that may have historical value.
- Dani Gurley- asked what determines the use of a Cultural Resource Survey?
- Angel Ferrara – stated that when using Federal dollars, they needed the survey.
- Dr. Jane Winkler Philbrook- asked about the time frame for using the funding.
- Angel Ferrara - answered there is a time frame, however due to the time it takes to collect funding, they work with us on using the funding.
- Dani Gurley- asked if a cultural study award reimbursed the \$38,000 if approved?
- Angel Ferrara- stated that it would be.
- Carolyn Wyatt - offered to share her idea of where to spend money with Angel.

V - OTHER BUSINESS

- **Staff Agenda**
- Shaya Lockett's - Recreation Updates
- Shaya Lockett reviewed with the Park Board some of the summer programs (2) locations, at Eisenhower Community Center had 30 kids sign up & Beatrice Lee

Community Center, 19 kids. The kids had several activities, skating, bowling, movie theater, also going to a Monarch baseball game.

- Shaya Lockett- shared flyers with upcoming events, one being July Parks & Recreation Month. She also invited them to Christmas in July taking place July 22nd.
- Hope Park ribbon cutting took place July 7th. Swim day at Parkwood Pool was July 12th, Post a picture in the park, including trivia questions with prizes.
- Youth Fall Sports, open registration fee: \$20.00 for soccer and volleyball, registration deadline August 18th.
- Story Time In the Park- DJ'S Off-Road Adventures, with author Mr. David McBee is at Emerson Park, Saturday 29th. 10am-12pm
- Playground Improvements update: Hope Park is completed, Westheight and WYCO Lake main playground equipment is coming soon. Dates and times of installation will be announced later.
- Popsicles in the Park- will be at Armourdale Community Center, The Kansas Public Library will read stories to listeners while they enjoy popsicles. This took place July 12th.
- Overnight fishing at WYCO Lake Park will be on July 22. September 15th, is the final date for the season.
- We are building a new playground at Parkwood Park. We want to thank CarMax, Kaboom, and Vibrant Health for their help. Dates for the build will be, Aug 15th, 16th and 17th.
- Shaya Lockett -stated the final draft of information for Rec Center Study will be presented at the August Park Board meeting.
- Shaya Lockett- stated the Parkwood Pool will close for the season on August 13th.
- Angel Ferrara- gave Park Board updates on Park Projects
- Reiterating Parkwood Park build.
- In July, we will be requesting input from the Park Board for recommendations for the use of million-dollar funding from Earmark.
- Angel Ferrara-Shared the Grant sources for Parks & Recreation Capital Projects.
- The Park Board had previously requested a report of Grant Sources in Capital Projects. They wanted the break down and wanted the requirements for using grant resources.
- Matt Zayas provided the requested report to the Board.

VI - BOARD MEMBER'S QUESTIONS OR COMMENT

- Ashley Williamson asked about the sign up for Christmas in July if you could sign up online?
- Shaya Lockett answered no, but you can get the forms at the 50th office or at the Marina.
- Dr. Jane Winkler Philbrook asked what we did for Hope Park?
- Shaya Lockett stated that we were installing new playground equipment.
- Dr. Jane Winkler Philbrook stated how great the parks look.

- Bridget Holton-Deere said City Park looks great.
- Diana Aguirre-asked how many kids come to the Parkwood Pool?
- Shaya Lockett-gave an estimate of about 900 kids a week.
- Angel Ferrara said thank you to the Park Board and how much of an impact they have in helping with Parks & Recreation.
- Dr. Jane Winkler Philbrook stated what a great breakdown and easy to understand Grant Sources for Parks & Recreation Capital Projects report Matt Zayas had presented.
- Karen Daniels – requested for all Park Board members to fill out the survey for Boston Daniels for the final Park Design Survey and to join in on Saturday July 29th, either zoom or in person, from 12pm-1pm at 4953 State Ave for more updates.

VII – ADJOURNMENT

Dani Gurley, requested to adjourn; Bridget Holton-Deere made a motion, the meeting was adjourned at 7:00 PM

Motion Carried (Ayes 8, Nays 0)

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- Diana Aguirre /Chairman