MINUTES OF THE BOARD OF TRUSTEES
JOHNSON COUNTY CONSOLIDATED FIRE DISTRICT NO. 2
MONTHLY BOARD MEETING
3921 W 63rd St, Prairie Village KS
June 16, 2026, 5:00 PM

BOARD AND STAFF ATTENDANCE:

BOARD MEMBERS	STAFF
Tim Janssen, Chairman	Fire Chief Steve Chick
Lesa Patterson-Kinsey, Vice Chair	Deputy Chief Mike Morse
Susan McGee, Treasurer	Training Chief Mike Morgan
Sarah Sanders, Secretary	Division Chief Travis Thompson-Absent
Richard Boeshaar	Fire Marshal Todd Kerkhoff
Richard Weast	Admin. Services Manager Kelly Kuhl
Laura Carey	

GUESTS ATTENDING:

John Martin – CPA, Higdon and Hale

Mike Moeschler – IAFF Local 1371

Marianne Noll, Meg Richardson and Heather Wong – Prairie Village Foundation

Taylor Kettler – CFD2 Community Outreach Committee

CALL TO ORDER:
Chairman Tim Janssen called the meeting to order at 5:00 pm.

PLEDGE OF ALLEGIANCE:

CONSENT AGENDA:
Including the minutes from the May 19, 2026, Regular Board Meeting, as written.

MOTION: Rick Boeshaar moved to approve the Consent Agenda. Sarah Sanders seconded the motion. Motion carried unanimously.

AGENDA REVIEW:

PUBLIC COMMENTS: None

CHAIRMAN'S REMARKS:

NEW BUSINESS:
Donation to Prairie Village Foundation – Fire Marshal, Todd Kerkhoff, presented $3000.00 to the Prairie Village Foundation for the Back to School with a Firefighter Program. These funds came from donations collected at the CFD2 Open House and Pancake Breakfast held on May 9th, including a $750 donation from the Mission Volunteer Firefighters Association.

Permit Fee Adjustment Proposal
Fire Marshal Todd Kerkhoff presented three options for new permit fee schedules which would increase permit fees to different levels and help offset the staffing and other costs associated with the permit program. Discussion followed. Sarah Sanders asked for a chart showing a side-by-side comparison of all options as well as an estimate of staff hours involved in the permitting process. Susan McGee asked for the estimated net loss when considering current costs versus the amount collected in permit fees compared to that of each of the options presented. Todd Kerkhoff stated he will provide the requested information at the next Board meeting.

Open Records Policy Update
Kelly Kuhl presented a revised draft of the CFD2 Open Records Policy and Procedure. The revision was done to better clarify our procedures and reflect recommendations provided by Johnson County legal.

MOTION: Susan McGee moved to approve the revised Open Records Policy and Procedure as presented. Rick Boeshaar seconded the motion. Motion carried unanimously.

Budget Preview
Chief Chick stated that an email received by the County budget office late that afternoon showed a change in TIF and property valuation numbers previously provided, therefore the budget presentation and projections he had prepared using the previous numbers would no longer be valid. Updated numbers show the total value of TIF properties increasing by ~$10m from last year and a decrease in property valuations from what was previously indicated. Chief Chick then provided a budget overview including budget timeline, operational budget and capital improvement projections. He stated the District still has a demonstrated shortage in capital funding based on CIP projections and the amount of funding we are able to allocate to those capital needs. Chief Chick stressed the need to address this shortage without further delay and provided the Board with some possible solutions for the Board's consideration. Chief Chick stated his next step is to get confirmation on 2027 ad valorem projections from the County and prepare a more detailed budget outline to bring to the Board. Discussion followed.

Meeting Date Revisions
The Board agreed to move the July 2026 regular Board Meeting to July 7th to meet BOCC timelines. The August Board meeting will be held on August 18th, as scheduled, and the Public Hearing on the Budget will be held on August 20th.

TREASURER'S REPORT:
Monthly Review of Financials
Susan McGee stated that she has reviewed the month's check and credit card registers and asked the Board for comments or questions.

MOTION: Susan McGee moved to approve the Check and Credit Card Registers for May 2026. Lesa Patterson-Kinsey seconded the motion. Motion carried unanimously.

Banking RFP
Susan McGee stated that she sent a sample Request for Proposal to Kelly Kuhl to assist in the preparation of the District's RFP for banking services and Kelly has created a draft for the Board's

review. Upon review and finalization of the RFP we will reach out to a list of identified banks in the area.

OLD BUSINESS:

Cell Tower Update

Chief Chick stated he has talked to a couple of firms that do consulting on cell towers or are in the cell tower business. One provided a quote for a comprehensive lease review, which included an agreement to pay them 6% of the proceeds of the sale of the tower, if sold. Another firm advised that the District does not need to pay a consultant to assist with the process but simply needs to decide whether it wants to continue dealing with the management of the tower and collecting the lease revenue or sell the tower and negotiate a site lease. Chief Chick stated that, if the Board wants to pursue the potential sale of the cell tower, his recommendation is to work with an attorney to prepare an NDA and begin the process of seeking bids. Susan McGee asked if we could ask the attorney for an estimate of what the associated fees would be. Chief Chick stated he would ask the attorney for that estimate. Discussion followed.

CHIEF'S REPORT:

- Apparatus Update: Apparatus in good shape overall
- Facilities Update: Tracking just a bit ahead of budget on facility maintenance
- Staffing, Health and Injury Updates – no current issues
- Current priorities in June 2026
    - FIFA update – no significant disruptions to this point
    - Upcoming City Council Meetings – Plan to attend Prairie Village meeting within next 30 days and will be scheduling meeting with other cities as well.
    - Planning meeting with city administrators to discuss budget projections
    - Recruiting events and re-launch of Intern Program – Currently accepting applications for firefighter positions. Will be filling one current opening and one upcoming retirement. Once that hiring process is complete, we will begin the intern hiring process.
    - Social Media push: Establishing some best practices for managing social media.
    - Stakeholder Workgroup: Currently working on policy review.

ADJOURNMENT:

The regular board meeting adjourned at 7:17 p.m.

The next regular Board Meeting will be held on July 7th, 2026, at 5 pm at CFD2 Station 22, 3921 W. 63rd St, Prairie Village

Tim Janssen, Chair

Sarah Sanders

Sarah Sanders, Secretary