

**BOARD OF PARKS AND RECREATION COMMISSIONERS**

**KANSAS CITY, MISSOURI**

Tuesday, May 19, 2020

**2:00 O'CLOCK P.M.**

**BOARD MEETING**

**Toll number: +1 (872) 212-5076 (Dial-in Number)**

**Conference ID: 660606763**

*The Board of Parks and Recreation Commissioners Meeting scheduled for May 19<sup>th</sup>, 2020 will be held via Conference Call.*

*The City is committed to the health, safety, and well-being of our employees and our residents and will continue to promote social distancing as recommended by the CDC.*

*Attendees can access the meeting using the following conference phone system:*

**Toll number: +1 (872) 212-5076 (Dial-in Number)**

**Conference ID: 660606763**

**Agenda**

1. Considering Board approval of the Board Minutes of May 5, 2020. **Attachment A**
2. **Resolution #31442** - Considering Board approval of an Agreement with Brookside Community Improvement District for the use of Brookside Court Park and Brookside Boulevard to hold the Brookside Art Annual on September 18, 19 and 20, 2020. **Attachment B**
3. Budget Update – Krista Morrison
4. Corona Virus Update
5. Public Hearing
6. Adjourn

“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.

“Any person with disability desiring reasonable accommodation to participate in this meeting may contact the 311 Action Center at 311 or (816) 513-1313 for TTY 513-1889 or by email.”

**BOARD OF PARKS AND RECREATION COMMISSIONERS**  
**KANSAS CITY, MISSOURI**  
Tuesday, May 5, 2020

**2:00 O'CLOCK P.M.**  
**BOARD MEETING**

**Toll number: +1 (872) 212-5076**  
**Conference ID: 318922689**

*The Board of Parks and Recreation Commissioners Meeting scheduled for May 5, 2020 was held electronically, via skype/conference call.*

*Board Members Present: President Holland, Commissioner Mecklenburg, Commissioner Wagner, Commissioner Williams-Neal*

*Board Members Absent – Chris Goode*

**Agenda**

On a motion by Commissioner Wagner, duly seconded the Board approved the Board Minutes of Board Minutes of April 21, 2020.

**Resolution #31429 – Amendment #1 to the Agreement with Arbor Masters Tree Company for Neighborhood Enhancement Tree Maintenance Services**

On a motion by Commissioner Mecklenburg, duly seconded the Board approved Amendment #1 with Arbor Masters Tree Company in the amount of 250,000.00, extended the contract time to June 19, 2021 and authorized the Director or designee to execute the amendment on behalf of the Board.

**Background:** The Board entered into an agreement with Arbor Masters Tree Company on June 19, 2019 to provide Neighborhood Enhancement Tree Maintenance Services. The total base bid for Arbor Masters Tree Company was \$781.00 per hour, at an amount not to exceed \$300,000.00. This contract addressed tree maintenance, pruning and brush pickup needs in neighborhoods on public properties and rights of way in Kansas City's six council districts. The term of this Contract was for a period of one year, with a City option to extend the term of this Contract for two additional twelve-month periods. Through March, the contractor has serviced 2,024 trees and billed for \$247,000.

Amendment #1 will provide additional tree maintenance and brush pickup services to neighborhoods on public properties and rights-of-way in Kansas City's six council districts. Anticipating the same average cost per tree (\$122.00), amending an additional amount of \$250,000.00 into the contract will yield an estimated pruning/removal of approximately 2,050 trees. The term of the contract will be extended to June 19, 2021.

This brings the total contract amount to \$550,000.00 and funding is available in account #3090-707771 FY2021.

The Contractor's Utilization Plan meets MBE/WBE goals for this contract of 8% and 5% respectively. The Human Relations Department has reviewed and approved the Contractor's Utilization Plan.

**Resolution #31437 – Agreement with Black Archives of Mid-America, Inc.**

On a motion by Commissioner Wagner, duly seconded the Board approved the Agreement with Black Archives of Mid-America, Inc. in the amount of \$150,000 and authorized the Director or designee to execute the agreement on behalf of the Board.

**Background:** For Fiscal Year 2020-21, the Adopted Budget appropriates \$150,000 from the Parks Sales Tax Fund for the Black Archives of Mid-America, Inc. (BAMA) a Missouri nonprofit corporation in good standing with the Missouri Secretary of State.

A Cooperative Agreement has been created to provide \$150,000 to BAMA through April 30, 2021 to pay for salaries and wages, and expenses related to operations, programs and educational activities, and collection's care.

BAMA will continue to manage and operate the Black Archives Building and grounds, and will be responsible for the general condition and the day-to-day regular repairs and maintenance. The Parks Department will continue to provide capital improvements and grounds maintenance, address deferred maintenance contingent upon funding, and pay for the electricity and water bills. BAMA will enter into a third-party agreement for each sublease with the agreement between the Parks and Recreation Department, BAMA, and the sublessee.

**Resolution #31438 – Agreement with Joel Reinoehl Marketing**

On a motion by Commissioner Wagner, duly seconded, the Board approved the Agreement with Joel Reinoehl Marketing and authorized the Director or designee to execute the agreement on behalf of the Board. *The Board would like to review sponsorship packages before Agreements are approved or signed.*

**Background:** On March 3, 2020, the Kansas City Parks and Recreation Department solicited proposals from companies to help with Sponsorship Sales. There were three companies contacted, only one company met the qualifications. The City of Kansas City, Parks and Recreation Department is requesting approval to enter into an agreement with Joel Reinoehl Marketing to help with securing sponsorships and advertisements on our assets and events. Joel Reinoehl Marketing has decades of experience in this field and has worked for Lee's Summit, Liberty and Blue Valley Parks and Recreation Departments.

Scope of the work includes:

- a. Assist with development, manage and sell a portfolio of KC Parks sponsorship packages
- b. Work with KC Parks to identify sponsorship opportunities and establish rates
- c. Determine various benefits for inclusion in sponsorship packages in collaboration with KC Parks staff.
- d. Develop available sponsorships, naming rights and advertising inventories for KC parks and programs, events and facilities.
- e. Prepare promotional materials to advertise sponsorship and advertising opportunities, to be approved by KC Parks.
- f. Contact potential sponsors through telephone solicitation, electronic and written correspondence and face-to-face meetings.
- g. Determine client needs and communicate available opportunities.

- h. Take current and prospective sponsors through all phases of business development cycle, including sales calls, meetings, customized presentation and proposals.
- i. Negotiate terms and develop agreements with sponsors and advertisers with KC Parks, providing sole, final approval for all sponsorship commitments.

Joel Reinoehl Marketing will be compensated 30% of all sponsorships and advertising dollars secured. Contract will begin on the date of execution and end on May 4, 2021, with the opportunity to renew for a total of two additional years.

**Resolution #31439 – Approval of the Chouteau and I-35 TIF Funding Award and Redevelopment Agreement for the (Francois Chouteau and Native American Heritage Monument)**

On a motion by Commissioner Mecklenburg, duly seconded the Board approved the Chouteau and I-35 TIF Funding Award and Redevelopment Agreement for the (Francois Chouteau and Native Heritage Monument) and authorized the Director or designee to execute the necessary redevelopment agreements with the Tax Increment Financing Commission on behalf of the Board.

***Background:*** On March 2020, the Tax Increment Financing Commission approved funding the Francois Chouteau Sculpture project in the amount of \$100,000. KC Parks staff worked with the Francois Chouteau and Native American Heritage Monument Steering Committee on the conceptual design and phase one construction improvements. The improvements celebrate the early commerce in Kansas City and the history of Francois Chouteau and the Native Americans that traded goods with him.

This TIF agreement reimburses the City up to \$100,000 for design work and construction cost associated with Phase I of the project improvements. The scope of phase one work included the construction of the bluff with statues placed on top of it and that work is to be completed by December 20, 2020.

The project listed above is part of the redevelopment agreement with the Tax Increment Financing Commission and the agreement outlines the terms of the expenditure and reimbursements of the TIF funds for the project.

**Resolution 31440 – Shoal Creek TIF 2nd Amendment to the Reimbursement Prioritization Agreement**

On a motion by Commissioner Wagner, duly seconded the Board approved the Shoal Creek Tax Reimbursement Prioritization Agreement and authorized the Director or Designee to execute the amendment on behalf of the Board.

***Background:*** On May 21, 2019, the Board approved amendment #1 to the Reimbursement Prioritization Agreement. It provided an additional \$900,000 of funding for the Hodge Park projects for a total funding amount of \$4,620,000. The Hodge Park improvements included trail and other park improvements, destination playground, multipurpose fields, parking lot improvements, and water main extension into the north portion of the park. Amendment #2 to

the Reimbursement Prioritization Agreement proposes updates to Section 2. Reimbursement Percentages; Section 9. Notices; and Exhibit K Reimbursement Amounts.

The Parks Director is a signatory to the Shoal Creek Reimbursement Prioritization Agreement and has been requested to approve this Amendment to the Plan.

**Resolution #31441 – Amendment #1 with Srata Architecture + Preservation**

On a motion by Commissioner Wagner, duly seconded, the Board approved Amendment #1 with Srata Architecture + Preservation in the amount of \$25,427.50, extended the contract time to September 23, 2020 and authorized the Director or designee to execute the amendment on behalf of the Board.

**Background:** On March 17, 2020, the Parks and Recreation Department entered into a Non-Municipal agreement with Srata Architecture + Preservation, Inc. for the development of an As-Built Plans of existing building and a Tenant Improvement set of Construction drawings for City, Planning & Development review and permitting for recently purchased building at 3515 NE 33<sup>rd</sup> Terr. The agreement amount was for \$38,485.00 with a 70-contract day term to May 26, 2020.

Amendment #1 will provide additional professional engineering calculations, design and life safety plan for an integrated Fire Suppression & Alarm system in the amount of \$25,427.50 and extend the contract time an additional 120 days to September 23, 2020, bringing the total contract amount to \$63,912.50. Jayhawk Fire Sprinkler Company will install the retrofit fire sprinkler system, to the existing building. Funding for this Amendment #1 is in account number 2030-708027-E-70204962 project number 70204962.

**Coronavirus Response Update: The Director and other staff members gave the Board an update on what the department is doing in response to COVID-19.**

Public Hearing: No one appeared.

Adjournment.

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Jack Holland, President  
Board of Parks and Recreation Commissioners

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Karmen Houston, Board Secretary



## **Intra-Departmental Communication**

**Date:** May 19, 2020

**To:** Board of Parks and Recreation Commissioners

**From:** Leslie Alford, Development Manager

**Subject:** **CONSIDERATION OF A LICENSE FOR FACILITY USE WITH CONCESSION AGREEMENT WITH BROOKSIDE COMMUNITY IMPROVEMENT DISTRICT**

### **Background:**

Brookside Community Improvement District wishes to enter into a Facility Use with Concession Agreement for the use of Brookside Court Park and Brookside Boulevard, located at Brookside Boulevard between Meyer Boulevard and 63<sup>rd</sup> Street, to hold Brookside Art Annual, on September 18, 19 and 20, 2020. The event will begin at 10am and end at 9pm each day of the event. The Parks and Recreation Department will be compensated \$2900 for this 3-day event.

Brookside Community Improvement District annual fair will consist of several tents from vendors which will feature music, exhibitors, and art demonstrations. Brookside Boulevard and 63<sup>rd</sup> Street, will be closed May 1<sup>st</sup> and remain closed until September 20, 2020. Brookside Community Improvement District is expecting 50,000 spectators over the course of the 3-day event.

The contractor will be responsible for providing the following items:

1. A plan for traffic and parking control
2. Safety and security plan
3. Marketing plan
4. Certificate of insurance per city requirements
5. Map of event layout
6. Copies of other City permits required in hosting the event
7. A written-out plan to address litter and recycling during the event

### **Recommendation:**

Staff recommends Board approval of the agreement with Brookside Community Improvement District wishes and request Board authorization from the Director or designee to execute the agreement on behalf of the Board.



# MAY 2020



	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3		4	5	6	7	8
			2p.m. Board Mtg.			9
10		11	12	13	14	15
			2p.m. Board Meeting- Business Work Session	11:30 KC/Platte Partners-Electronically		16
				3:30p.m. - Liberty Memorial Building & Grounds Committee		
17		18	19	20	21	22
			2p.m. Board Meeting			23
24		25	26	27	28	29
				<b>No Board Meeting</b>		30
31						



# June 2020



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 <b>No Board Meeting</b>	3	4	5	6
7	8	9 <b>2p.m. Board Meeting</b>	10	11	12	13
14	15	16 <b>No Board Meeting</b>	17	18	19	20
21	22	23 <b>2p.m. Board Meeting</b>	24	25	26	27
28	29	30 <b>No Board Meeting</b>				