

**BOARD OF PARKS AND RECREATION COMMISSIONERS
KANSAS CITY, MISSOURI**

**Tuesday, January 25, 2022
4600 East 63rd Trafficway**

**1:00 O'CLOCK P.M.
Workshop**

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

Members of the Board may attend this meeting via video conference.

1p.m. Workshop – Ashland Square Park Improvements Update

Call to Order – Acting President Scott Wagner

Agenda

- 1. Considering Board approval of the January 11, 2022, Board Meeting. Attachment A**
- 2. Resolution #31806 - Considering Board approval of the annual resolution for setting the Park and Boulevard Maintenance Levy and the Boulevard and Parkway Front Foot Assessment fees for the new fiscal year, in accordance with the passage of the Park Sales Tax effective January 1, 2013, these fees will be set to zero every year the sales tax is in place. Attachment B**
- 3. Resolution #31807 - Considering Board approval of an Encroachment License Renewal Agreement with Capital Grille Holdings, Inc. for Property at 4760 Broadway Boulevard. Attachment C**
- 4. Resolution #31808 - Considering Board approval of Amendment #1 to Right-of-Way License and Use Agreement with Western Auto Lofts for the Property Located at 2029 Grand Boulevard. Attachment D**
- 5. Resolution #31809 - Considering Board approval of an Encroachment License Renewal Agreement with 1111 Grand Boulevard for Ambassador Hotel Canopy. Attachment E**
- 6. Resolution #31810 - Considering Board approval of an Agreement with Hoxie Collective LLC, for the Marlborough Park Master Plan in the amount of \$74,510.00. Attachment F**
- 7. Resolution #31811 - Considering Board approval of Change Order #2 with PCC Sports for Tiffany Hills Park – Athletic Field Improvements project in the amount of \$1,962 and extending the contract time to May 1, 2022. Attachment G**
- 8. Resolution #31812 - Considering Board approval of a SLBE Agreement with VSM Engineering, LLC for the Blue River Trail Connector to Martha Truman Road Agreement in the amount of \$121,380, contract term December 30, 2022. Attachment H**
- 9. Resolution #31813 - Considering Board approval of a Facility Use without Concessions Agreement with Southern Platte County Athletics Association for the use of Mark L. McHenry Park. Attachment I**
- 10. Resolution #31814 - Considering Board approval of a Facility Use without Concessions Agreement with SOAR Cares, Inc. for the use of Pleasant Valley Road Athletic Complex for conduction baseball practices, games, clinics, camps, and associated activities. Attachment J**

11. **Resolution #31815** - Considering Board approval of a Facility Use without Concessions Agreement with La Liga Kansas City for the use of facilities at Hodge Park Athletic Field, 24-2 NE Rinking Road for the purpose of conducting youth soccer games, practices, clinics, and associated activities. **Attachment K**
 12. **Resolution #31816** - Considering Board approval of a Facility Use with Concession Agreement with Ice Sports Consulting LLC for the use of Facilities at Line Creek Community Center for the purpose of youth and adult skating lessons, classes, and associated activities. **Attachment L**
 13. **Resolution #31817** - Considering Board approval of a Facility Use without Concessions Agreement with Catholic Challenge Sports for the use of Penn Valley Park for the purpose of conducting kickball games and leagues. **Attachment M**
 14. **Resolution #31818** - Considering Board approval of a Facility Use without Concessions Agreement with Light Christian Center of Kansas City, Inc. for the use of facilities at Southeast Community Center for Church to hold church services. **Attachment N**
 15. **Resolution #31819** - Considering Board approval of a Facility Use with Concession Agreement with Blue Symphony LLC for Art and Soul Community Event on the Great Lawn on September 17, 2022. **Attachment O**
 16. **Resolution #31820** – Considering Board approval of a renewal of a Café License and Use Agreement with Jax Fish House KC located at 4814 Roanoke Parkway. **Attachment P**
 17. **Resolution #31821** – Considering Board approval of a renewal of a Café License and Use Agreement with Kona Grill located at 444 Ward Parkway. **Attachment Q**
 18. **Resolution #31822** – Considering Board approval of a renewal of a Café License and Use Agreement with Capital Grille located at 4760 Broadway Boulevard. **Attachment R**
 19. **Resolution #31823** - Considering Board approval of a Broadway Café License Agreement with Broadway Café located at 4106 Broadway. **Attachment S**
 20. **Resolution #31824** – Considering Board approval of a Facility Use without Concessions Agreement with Inhabitants of Praise Church International for the use of Southeast Community Center to conduct church services and Bible Study. **Attachment T**
20. Adjourn

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 closed session may be held via teleconference.

Pursuant to Section 610.021 subsection 1 of the Revised Statutes of Missouri to discuss legal matters, litigation, or privileged communications with attorneys.

- Pursuant to Section 610.021 subsection 2 of the Revised Statutes of Missouri to discuss real estate;
- Pursuant to Section 610.021 subsections 3 and 13 of the Revised Statutes of Missouri to discuss personnel matters;
- Pursuant to Section 610.021 subsection 12 of the Revised Statutes of Missouri to discuss sealed bids or proposals;

**BOARD MEETING
January 11, 2022
4600 East 63rd Trafficway
Kansas City, Missouri 64130**

Members of the Board may attend this meeting via video conference.

**1:00 O’CLOCK P.M.
WORKSHOP**

1p.m. – Open Discussion

**2:00 O’CLOCK P.M.
BOARD MEETING**

Board Members Present: Commissioner Wagner, Commissioner Williams-Neal and Commissioner Perez and President Holland joined via virtually.

Board Members Absent: Commissioner Nguyen

Meeting called to Order by Acting President Wagner

On a motion by Commissioner Williams-Neal duly seconded the Board approved the Minutes of the Board Meeting of the December 14, 2021, Board Meeting.

Resolution #31761 through Resolution #31768 – Enhanced Parks Grounds Maintenance Extension

On a motion by Commissioner Williams-Neal, duly seconded, the Board approved the Enhanced Parks Grounds Maintenance Services contracts for an additional one (1) year as outlined in Resolutions #31761 through #31768 and authorized the Director or designee to execute the agreements on behalf of the Board.

Background: In 2019, the parks mowing contracts were bid and awarded to contractors based on the lowest and best bid. The contracts included an option to extend the term of the contract every year, up to six years, using the same rate structure.

Staff have reviewed the current contracts and is requesting Board approval to extend the following contracts for an additional one (1) year, under the same terms and conditions as outlined in the original contract.

Resolution #31761 - Central District (Gillham Park) to Lotus for \$1500/cycle for 28 cycles, \$300/LR cycle for 36 cycles. (2030-702120 & 6490-702800)

Resolution #31762 - Central District (Hyde Park/Eagle Scout) to Lotus for \$500/cycle for 28 cycles, \$100/LR cycle for 36 cycles. (2030-702120)

Resolution #31763 - Central District (KC Museum) to Tru-Cut for \$240/cycle for 28 cycles. (2020-702460)

Resolution #31764 - Central District (Mill Creek) to Fairway Lawn for \$465/cycle for 28 cycles, \$200/LR cycle for 36 cycles. (2030-702120)

Resolution #31765 - South District (Arbor Villa) to Millgoal for \$105/cycle for 28 cycles. (2030-702130)

Resolution #31766 - South District (Brookside Triangle) to Millgoal for \$1560 for fertilization, overseeding and aerification. (2030-702130)

Resolution #31767 - South District (Bruce R. Watkins Cultural Heritage Center) to Millgoal for \$1330 for fertilization, overseeding and aerification. (2030-702130)

Resolution #31768 - South District (Loose Park) to Millgoal for \$2700/cycle for 28 cycles, \$900/LR cycle for 36 cycles. (2030-702035 & 6490-702800)

Resolution #31769 through Resolution #31782 – Grounds Maintenance Services - Extension

On a motion by Commissioner Williams-Neal duly seconded, the Board approved the Grounds Maintenance Services for Parks Grounds Maintenance for an additional one (1) year as outlined in Resolutions #31769 through #31782 and authorized the Director or designee to execute the agreements on behalf of the Board.

Background: In 2019, the parks mowing contracts were bid and awarded to contractors based on the lowest and best bid. The contracts included an option to extend the term of the contract every year, up to six years, using the same rate structure.

Currently the average cost per turf acre per cycle for grounds maintenance services for parks will be approximately \$42.32. Some of the Grounds Maintenance services for Parks contracts will go out for bid in 2022.

Staff have reviewed the current contracts and is requesting Board approval to extend the following contracts for an additional one (1) year, under the same terms and conditions as outline in the original contract.

Resolution #31769 - North District (NO1P) to Tru-Cut for \$38.14/acre for 100.30 acres.

Resolution #31770 - North District (NO2P) to Millgoal for \$49.13/acre for 109.80 acres.

Resolution #31771 - North District (NO3P) to Lotus for \$44.66/acre for 109.20 acres.

Resolution #31772 - North District (NO4P) to Supreme Green for \$27.55/acre for 159.70 acres.

Resolution #31773 - Central District (CO1P) to Smith Services for \$52.90/acre for 52.10 acres.

Resolution #31774 - Central District (CO2P-Q) to 7even Services for \$40.00/acre for 44.28 acres.

Resolution #31775 - Central District (CO3P) to Lawn Firm for \$43.90/acre for 4800 acres.

Resolution #31776 - Central District (CO4P) to Envision Lawn for \$39.88/acre for 115.20 acres.

Resolution #31777 - Central District (CO5P) to Urban Rangers for \$71.70/acre for 27.67 acres.

Resolution #31778 - Central District (CO7P) to Smith Services for \$32.45/acre for 30.85 acres.

Resolution #31779 - South District (SO1P) to Lawn Firm for \$42.67/acre for 84.89 acres.

Resolution #31780 - South District (SO2P) to Lotus for \$45.00/acre for 57.37 acres.

Resolution #31781 - South District (SO4P) to RPM for \$36.28/acre for 106.80 acres.

Resolution #31782 - South District (SO5P) to RPM for \$36.00/acre for 74.25 acres.

The north contracts are funded from 2030-702110, the central contracts are funded from 2030-702120, and the south contracts are funded from 2030-702130.

Resolution #31783 through Resolution #31794 – Grounds Maintenance Services on Boulevards and Parkways - Extension

On a motion by Commissioner Williams-Neal, duly seconded the Board approved the Grounds Maintenance Services contracts on Boulevards and Parkways for an additional one (1) year as

outlined in Resolutions #31783 through Resolution #31794 and authorized the Director or designee to execute the agreements on behalf of the Board.

Background: In 2019, the Grounds Maintenance Services on Boulevards and Parkways Services were bid and awarded to contractors based on the lowest and best bid. The contract included an option to extend the term of the contract every year, up to six (6) years, using the same rate structure.

Currently the average cost per turf acre per cycle for grounds maintenance services on boulevards and parkways will be approximately \$51.90. Some of the Ground Maintenance Services on Boulevards and Parkways will go out for bid in 2022.

Staff have reviewed the contracts and is requesting Board approval to extend the following contracts for an additional one (1) year, under the same terms and conditions as outlined in the original contract.

Resolution #31783 - North District (NO5B) to TurfBoss for \$45.96/acre for 66.85 acres.

Resolution #31784 - Central District (CO1B) to Lotus for \$48.55/acre for 96.80 acres.

Resolution #31785 - Central District (CO2B) to RPM for \$39.50/acre for 82.20 acres.

Resolution #31786 - Central District (CO3B) to Lotus for \$46.00/acre for 156.50 acres.

Resolution #31787 - Central District (CO4B) to Lotus for \$47.92/acre for 144.00 acres.

Resolution #31788 - Central District (CO5B) to Lotus for \$71.81/acre for 55.70 acres.

Resolution #31789 - Central District (CO6B) to Lotus for \$65.01/acre for 82.30 acres.

Resolution #31790 - Central District (CO7B) to Millgoal for litter removal only along Broadway Blvd. and Independence Blvd.

Resolution #31791 - South District (SO2B) to RPM for \$65.00/acre for 39.23 acres.

Resolution #31792 - South District (SO3B) to Lotus for \$60.31/acre for 66.85 acres.

Resolution # 31793- South District (Ward Parkway) to Gateway to Outdoor Solutions for \$6000/cycle for 28 cycles, \$200/LR cycle for 10 cycles.

Resolution #31794- South District (Bruce R Watkins Dr/71 Hwy) to Envision Lawn for \$16350/cycle for 10 cycles (4 cycles are reimbursed by MODOT), \$3450/LR cycle for 26 cycles (half the cycles are reimbursed by MODOT)

The contracts are funded from 2030-702200, while Ward Pkwy is funded from a combination of 2030-702200 and 6490-702800.

Resolution #31795 through Resolution #31802 – Grounds Maintenance Services on Right-of-Ways- Extension

On a motion by Commissioner Williams-Neal, duly seconded the Board approved the Grounds Maintenance Services contracts on Right-of-Ways for an additional one (1) year as outlined in Resolutions #31795 through Resolution #318032 and authorized the Director or designee to execute the agreements on behalf of the Board.

Background: In 2019 the Right-of-Ways mowing contracts were bid and awarded to contractors based on the lowest and best bid. The contract included an option to extend the term of the contract every year, up to six years, using the same rate structure.

Currently the average cost per turf acre, per cycle for grounds maintenance services on the rights-of-way are approximately \$42.32. Some of the Right-of-Ways mowing contracts will go out for bid in 2022.

Staff have reviewed the current contracts and is requesting Board approval to extend the followings contracts for an additional one (1) year, under the same terms and conditions as outlined in the original contract.

- Resolution #31795** - North District (North/NW) to Beachner for \$61.77/acre for 100.90 acres.
- Resolution #31796** - North District (North/NE) to Lotus for \$69.00/acre for 85.25 acres.
- Resolution #31797** - North District (Vivion) to Lotus for \$102.94/acre for 17.00 acres.
- Resolution # 31798**- North District (Broadway) to Millgoal for \$128.71/acre for 15.50 acres.
- Resolution #31799** - Central District (Central/West) to RC Lawn for \$55.75/acre for 76.68 acres.
- Resolution #31800** - Central District (Central/East) to RPM for \$40.00/acre for 51.50 acres.
- Resolution #31801** - South District (South/North) to RC Lawn for \$35.58/acre for 58.10 acres.
- Resolution #31802** - South District (South/Central) to RPM for \$41.78/acre for 86.90 acres.

The contracts are all funded from 2060-702225.

Resolution #31803 – Cooperative Agreement with Clay County 4-H – Kansas City North Community Center

On a motion by Commissioner Williams-Neal, duly seconded, the Board approved the Cooperative Agreement with Clay County 4-H and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: The Clay County 4-H has requested the use of the facilities at Kansas City North Community Center for an overnight youth lock-in. This event will consist of team building, arts-related service projects, leadership activities, games, social time, and meal preparation for up to 30 youth.

Clay County 4-H will provide staff and faculty as chaperones and a Parks and Recreation staff member will also be on site. Clay County will cover the salary costs of the overnight Parks staff member. They provide numerous programming activities to Parks and Recreation free of charge so rental fees will be waived. Clay County 4-H will provide insurance per the City's requirements. The terms of this agreement start on January 28, 2022, and end on January 29, 2022.

Resolution #31804 – Second Amendment to the Shoal Creek TIF Funding Agreement – Hodge Park Improvements

On a motion by Commissioner Williams-Neal, duly seconded the Board approved the Second Amendment to the Shoal Creek TIF Funding Agreement for Hodge Park Improvements Agreement with and authorized the Director or designee to execute the amendment on behalf of the Board.

Background: On May 9, 2017, the Board approved the Shoal Creek TIF Funding Agreement with the Tax Increment Financing Commission (TIF) for the improvements at Hodge Park. On May 21, 2019, the Board approved Amendment #1 providing an additional \$900,000 of funding for the

Hodge Park projects for a total funding amount of \$4,620,000.00. The breakdown of projects funded within Hodge Park is as follows:

1. Trail and Other Park Improvement - \$1,420,000.
2. Destination Playground - \$1,350,000.
3. Multipurpose Fields - \$700,000.
4. Parking Lot Improvements – \$250,000.
5. Water Main Extension– \$900,000

All above projects except for the water main extension have been completed. The water main extension project includes design and construction of a water main extension along Shoal Creek Parkway with ductile iron pipe, per KCMO Water Services standards. It will bring the water line into the park to supply water for fire suppression and drinking fountains. Approximately 3,000 linear feet of pipe is needed to bring water into Hodge Park.

This Amendment #2 is to amend the project schedule for the water main extension project in the Shoal Creek TIF Funding Agreement. Based on the updated schedule, water main design is expected to be completed in 2022, and water main construction is anticipated to begin in January 2023.

Resolution #31805 – Acceptance of \$500,000 Donation

On a motion by Commissioner Williams-Neal duly seconded the Board accepted the \$500,000 donation from the Ward Foundation.

Background: On a motion by Commissioner Williams-Neal the Board accepted the \$500,000 contribution from the Louis L. and Adelaide C. Ward Foundation to help continue enhanced upkeep and maintenance of Wards Parkway, Lose Park and other Parks and Recreation amenities deemed appropriate.

Public Hearing: No one appeared before the Board.

Director's Update

CLOSED SESSION

On a motion by Commissioner Williams-Neal, duly seconded the Board unanimously approved by roll call vote to enter into a Closed Session to discuss legal matters.

On a motion by Commissioner Williams-Neal, duly seconded the Board unanimously approved by roll call vote to leave Closed Session and enter back into an open meeting.

Meeting adjourned.

Scott Wagner, Acting President
Board of Parks and Recreation Commissioners

Karmen Houston, Board Secretary



Intra-Departmental Communication

Date: January 25, 2022

To: Board of Parks and Recreation Commissioners

From: Julie Steenson, Chief Financial Officer

Subject: Fiscal Year 2022-2023 Park Maintenance Levy and Boulevard and Parkway Front Foot Assessment

Attached is the annual resolution for setting the Park and Boulevard Maintenance Levy and the Boulevard and Parkway Front Foot Assessment fees for the new fiscal year. In accordance with the passage of the Park Sales Tax effective January 1, 2013, these fees will be set to zero every year the sales tax is in place.

RECOMMENDATION:

Staff recommends Board approval of the Resolution and requests Board authorization to forward it to the City Council for approval in conjunction with the annual City's Budget Ordinance.

RESOLUTION #31806

WHEREAS, at the election held on August 7, 2012 the voters of the City of Kansas City, Missouri approved a park sales tax of ½ cent authorized by Section 644.032 of the Revised Statutes of Missouri for the purpose of providing for the maintenance and operations of local parks, parkways, boulevards and community centers, to become effective January 1, 2013;

WHEREAS, in approving the park sales tax at the August 7, 2012 election, the voters directed that the City cease billing and collecting the trafficway maintenance tax, the park and boulevard maintenance tax, and the boulevards and parkways front foot assessment by setting the assessment for each at \$0.00 effective January 1, 2013 and for each following year for as long as the park sales tax is in effect;

WHEREAS, upon approval of the park sales tax on August 7, 2012, Section 68-582 of the Code of Ordinances was adopted, requiring that, beginning January 1, 2013 and each year thereafter when levies are set by the City Council as part of its annual budget deliberations, the City Council will adopt appropriate ordinances that establish the park and boulevard maintenance taxes at \$0.00, and establish the boulevards and parkways front foot assessments at \$0.00.

BE IT RESOLVED BY THE BOARD OF PARKS AND RECREATION COMMISSIONERS:

Section 1. That for the purpose of maintaining, adorning, constructing, repairing and otherwise improving the parks, parkways, boulevards, roads and grounds located in the City under the control and management of the Board of Parks and Recreation Commissioners, a maintenance tax of \$0.00 on each hundred dollars of the assessed value upon real estate, exclusive of buildings and improvements, not exempted by law from taxation is imposed and levied according to the valuation and assessment of real estate for Fiscal Year 2022-23.

Section 2. That for the purpose of maintaining, repairing, and otherwise improving the boulevards, parkways, roads, streets, avenues and highways under the control and management of the Board of Parks and Recreation and located in the East Park and West Park Districts of the City, there is levied for Fiscal Year 2022-23 a special assessment of \$0.00 per lineal foot on all lots, tracts, and parcels of land, abutting the boulevards, parkways, roads, streets, avenues and highways under the control and management of the Board of Parks and Recreation Commissioners.

I, Karmen Houston, Secretary to the Board of Parks and Recreation Commissioners of Kansas City, Missouri, do hereby certify that the above and foregoing is a true and correct copy of a certain resolution of the Board known and designated as Resolution #31806, as the same appears on record in the office of the Board, and that the resolution was adopted by the Board of Parks and Recreation Commissioners at its regular meeting held January 25, 2022.

Attested: _____
Karmen Houston, Board Secretary



Intra-Departmental Communication

Date: January 25, 2022

To: Board of Parks and Recreation Commissioners

From: James Wang, P.E., Engineering and Planning

Subject: Encroachment License Renewal - Capital Grille Holdings, Inc. for Property –
4760 Broadway Boulevard

Background:

The Board of Parks and Recreation Commissioners is being requested to renew an Encroachment License Agreement with Darden Restaurants Inc. and Capital Grille Holdings, Inc. a Corporation (Licensee), of the property located at 4760 Broadway Boulevard, for use of adjacent boulevard right-of way for the limited purpose of retaining and maintaining eight (8) awnings with applied signage for Licensee's business, all together having a total combined projection of 361.5 square feet and calculated at a rate of \$18 per square foot. This agreement defines both license and maintenance terms for the use of boulevard right-of-way adjacent to the subject property. The licensee will be responsible for complying with all the terms set forth in the agreement such as maintaining a certificate of insurance for use of the area, keeping it in a clean and safe condition, and for paying the annual encroachment in the amount of \$6,507.00. Furthermore, the agreement defines the conditions by which modifications and cancellations may occur.

Recommendation

Staff recommends that the Board approve the Encroachment License Agreement with Capital Grille Holdings, Inc. for the property located at 4760 Broadway Boulevard and requests authorization for the Director or designee to execute the agreement on behalf of the Board.



Intra-Departmental Communication

DATE: January 25, 2022
TO: Board of Parks and Recreation Commissioners
FROM: James Wang, P.E., Engineering and Planning
RE: Amendment #1 to Right-of-Way License and Use Agreement with Western Auto Lofts for the Property Located at 2029 Grand Boulevard

BACKGROUND

On March 6, 2018, the Board approved a right-of-way license and use agreement with Western Auto Lofts Condominium Association Inc. for the non-exclusive use of boulevard right-of-way abutting the property located at 2029 Grand Boulevard under the Grand Blvd Viaduct.

The Board of Parks and Recreation Commissioners is being requested to enter Amendment #1 with Western Auto Lofts Condominium Association Inc. for the exclusive use of the west half of boulevard right-of-way abutting the property located at 2029 Grand Boulevard. The east half of the boulevard right-of-way will be used for public access. Other license and maintenance terms in the original agreement remain unchanged.

RECOMMENDATION

Staff recommends that the Board approve Amendment #1 to the right-of-way license and use agreement with Western Auto Lofts Condominium Association Inc. for the property located at 2029 Grand Boulevard and requests authorization for the Director or designee to execute the amendment on behalf of the Board.



Intra-Departmental Communication

DATE: January 25, 2022
TO: Board of Parks and Recreation Commissioners
FROM: James Wang, P.E., Engineering and Planning
RE: Encroachment License Renewal – Ambassador Hotel Canopy - Property at 1111 Grand Blvd. 64106

BACKGROUND

The Board of Parks and Recreation Commissioners is being requested to renew an Encroachment License agreement with 1111 Grand LLC, a Limited Liability Corporation (Licensee), of the property located at 1111 Grand Boulevard, for use of adjacent boulevard right-of-way for the limited purpose of retaining and maintaining a Canopy for Licensee's hotel entrance in City's right of way, all together having a total combined projection of 139 SF and calculated at a rate of \$18 per SF. –This agreement defines both license and maintenance terms for the use of boulevard right-of-way adjacent to the subject property.

The licensee will be responsible for complying with all the terms set forth in the agreement such as maintaining a certificate of insurance for use of the area, keeping it in a clean and safe condition, and for paying the annual encroachment fee in the amount of \$2,502.00. Furthermore, the agreement defines the conditions by which modifications and cancellations may occur.

RECOMMENDATION

Staff recommends that the Board approve the Encroachment License agreement for the property located at 1111 Grand Boulevard and requests authorization for the Director, or designee, to execute the agreement on behalf of the Board.



Intra-Departmental Communication

Date: January 25, 2022

To: Board of Parks and Recreation Commissioners

From: Richard Allen, Division Manager-Park Planning and Park Development

Subject: Design Professional Agreement, Marlborough Park Master Plan
Hoxie Collective LLC

Background

Marlborough Park, located in the 5th Council District near 82nd St and Brooklyn, has approximately 18 acres of undeveloped parkland and was acquired in 1981 and. The Parks and Recreation Department advertised a request for qualifications for consultant teams to deliver a master plan, conservation plan, and operation and maintenance plan for the land of Marlborough Park. The master plan will include community engagement with the different neighborhood groups that are included in the project area. The master plan is a high-level plan and report listing all planned improvements for the area with priorities and cost estimates. The conservation plan will include the best management practice for the management of wooded areas and open space. The operation and maintenance plan will include a detailed operation and maintenance plan to maintain all the areas in the project area.

On November 17, 2021, qualifications were received from two firms and were evaluated by a scoring committee. The Committee selected Hoxie Collective to perform the work. The consultant will provide community engagements, master planning, surveying conservation plan, operation and maintenance plan and estimates.

Hoxie Collective LLC is a SLBE (Small Local Business Enterprise) company on the City's CREO (Civil Rights Equal Opportunity Department) list of SLBE approved to perform engineering. The agreement amount for this work is \$74,510.00. Funds for this project are available in the following account: 3090-708509-611060-70227600

Recommendation

Staff recommends Board approval of this agreement with Hoxie Collective LLC, in the amount of \$74,510.00 and requests authorization for the Director or designee to execute and administer the contract on behalf of the Board.



Intra-Departmental Communication

Date: January 25, 2022
To: Board of Parks and Recreation Commissioners
From: Richard Allen, Division Manager – Park Planning and Park Development
Subject: Change Order #2 with PCC Sports for Tiffany Hills Park – Athletic Field Improvements

Background

Tiffany Hills Park is a 71.9-acre park located at N. Congress Avenue and Tiffany Springs Road. The Park has eight existing ballfields, aquatic facility, all-inclusive playground, and two soccer fields. The fields are programmed by the Northland Sport Alliance Association. The park requires more fields to support the high demand for youth soccer. A plan was developed to add four soccer fields in the northwest corner of the park for soccer.

On December 15, 2020, the Board approved a construction contract with PCC Sports for the Tiffany Hills Park – Athletic Field Improvements project. The awarded amount of the contract was \$660,700.71.

Change Order #1 increased the contract amount by \$146,293.00, for a total contract price of \$806,993.71. It included the construction of a concrete trail that connects the soccer fields to the parking area and ballfield complex. The existing irrigation system was repaired, and a new booster pump and controller installed; 100 calendar days were added to the construction schedule for this work.

Change Order #2 will increase the contract amount by \$1,962.00 for a new total contract price of \$808,955.71. The work includes the materials and labor to raise a sewer manhole that was uncovered during the construction of the concrete trail. Additional days were also added to the contract so that PCC Sports could install the sod on the fields in April. Change Order #2 adds 132 calendar days to the construction schedule, with a new final completion date of May 1, 2022.

Funding of \$1,962.00 for Change Order #2 is available in the following account: 3090-708209-611060-70174904. PCC Sports' goals of 10% MBE and 39% WBE will be met with Change Order #2.

Recommendation

Staff recommends Board approval of Change Order #2 with PCC Sports in the amount of \$1,962.00 and extend the contract date to May 1, 2022, and requests Board authorization for the Director or designee to execute the change order on behalf of the Board.



Intra-Departmental Communication

Date: January 25, 2022

To: Board of Parks and Recreation Commissioners

From: Richard Allen, Division Manager-Park Planning and Park Development

Subject: Design Professional Agreement, Blue River Trail Connector to Martha Truman Road, VSM Engineering LLC

Background

The Blue River Greenway Trail connects to amenities along the Indian Creek, Blue River, and Trolley Track Trail. Extending the concrete trail from the tennis courts at Minor Park toward Martha Truman Road will enhance the recreation and transportation opportunities along the Blue River. This project received a Transportation Alternative Programming Grant for this segment of trail and the funds are administered through MoDOT. MoDOT requires plan to prepared by a licensed engineer and all environmental clearances and permits need to be completed.

On November 4, 2021, the Parks and Recreation Department advertised a request for qualifications for SLBE Engineering consultants to prepare engineered plans and complete the RER (Request for Environmental Review) that is required by MoDOT. No qualifications were received on the deadline of December 3, 2021. SLBE process allows the departments to work with firms on the CREO (Civil Rights Environmental Office) list. VSM Engineering LLC is on the approved CREO's list of SLBE companies to perform engineering. VSM completed phase one work on floodplain modeling for this same area under a previous agreement.

The work being performed under this agreement is for preparation of construction documents, applying for environmental clearances and obtaining all necessary permits. The agreement amount for this work is \$121,380.00. Funding for the project is available in the following accounts: \$7,613.45 from account 3090-708609-70181903 and \$113,766.55 from account 3090-708609-70191308. All the work is planned to be completed by December 30, 2022.

Recommendation

Staff recommends Board approval of this SLBE agreement with VSM Engineering LLC, in the amount of \$121,380.00 and requests authorization for the Director or designee to execute and administer the contract on behalf of the Board.



Intra-Departmental Communication

DATE: January 25, 2022

TO: Board of Parks and Recreation Commissioners

FROM: Jennifer Jutte, Superintendent, Community Services

RE: Facility Use without Concessions Agreement with Southern Platte County Athletics Association – Mark L. McHenry Park

BACKGROUND:

The Southern Platte County Athletics Association is requesting the use of facilities at Mark L. McHenry Park, NW 88th St & N. Hampton Road, for the purpose of conducting baseball, softball, and soccer practices, games, clinics, camps, and associated activities. The spring season will run from March 2 to May 31, 2022; the summer season from June 1 to August 31, 2022; and the fall season from September 1 to October 30, 2022.

Compensation will be \$15.00 per day per field allocated for a total compensation of \$15,600.00. Payment of \$4,905.00 for the spring season is due by April 15, 2022; payment of \$3,405.00 for the summer season is due by June 30, 2022; payment of \$7,290.00 for the fall season is due by September 15, 2022.

The terms of this agreement begin March 2, 2022 and ends October 30, 2022. Southern Platte County Athletics Association will provide insurance per City's requirements.

RECOMMENDATION:

Staff recommends Board approval of the contract with Southern Platte County Athletics Association and requests Board authorization for the Director or designee to execute the agreement on behalf of the Board.



Intra-Departmental Communication

DATE: January 25, 2022

TO: Board of Parks and Recreation Commissioners

FROM: Jennifer Jutte, Superintendent, Community Services

RE: Facility Use without Concessions Agreement with SOAR Cares, Inc.

BACKGROUND:

SOAR Cares, Inc. is requesting the use of baseball diamonds 1 through 4 at Pleasant Valley Road Athletic Complex, located at 6401 NE Pleasant Valley Road, for the purpose of conducting baseball practices, games, clinics, camps, and associated activities.

Compensation will be \$15.00 per day per field allocated for a total compensation of \$16,020.00.

The terms of this agreement will begin on March 1, 2022, and end November 20, 2022. SOAR Cares, Inc. will provide insurance per City's requirements.

RECOMMENDATION:

Staff recommends Board approval of the contract with SOAR Cares, Inc. and requests Board authorization for the Director or designee to execute the agreement on behalf of the Board.



Intra-Departmental Communication

DATE: January 25, 2022

TO: Board of Parks and Recreation Commissioners

FROM: Jennifer Jutte, Superintendent, Community Services

RE: Facility Use without Concessions Agreement with La Liga Kansas City

BACKGROUND:

La Liga Kansas City is requesting the use of facilities at Hodge Park Athletic Field, 24-2 NE Reinking Road, for the purpose of conducting youth soccer games, practices, clinics, and associated activities.

La Liga Kansas City will pay \$15 per day per field for a total compensation of \$1,980.00. The terms of this agreement will begin March 7, 2022, and end October 29, 2022.

La Liga Kansas City will provide insurance per City's requirements.

RECOMMENDATION:

Staff recommends Board approval of the contract with La Liga Kansas City and requests Board authorization for the Director or designee to execute the agreement on behalf of the Board.



Intra-Departmental Communication

DATE: January 25, 2022

TO: Board of Parks and Recreation Commissioners

FROM: Jennifer Jutte, Superintendent, Community Services

RE: Facility Use without Concessions Agreement with Ice Sports Consulting, LLC

BACKGROUND:

Ice Sports Consulting is requesting the use of facilities at Line Creek Community Center for the purpose of youth and adult skating lessons, classes, and associated activities.

They will compensate \$275.00/hour of use for a total estimated payment of \$6,600.00. The terms of this agreement will begin February 1, 2022, and end March 24, 2022.

Ice Sports Consulting will provide insurance per City's requirements.

RECOMMENDATION:

Staff recommends Board approval of the contract with Ice Sports Consulting, LLC and requests Board authorization for the Director or designee to execute the agreement on behalf of the Board.



Intra-Departmental Communication

DATE: January 25, 2022

TO: Board of Parks and Recreation Commissioners

FROM: Jennifer Jutte, Superintendent, Community Services

RE: Facility Use without Concessions Agreement with Catholic Challenge Sports.

BACKGROUND:

Catholic Challenge Sports is requesting the use of facilities at Penn Valley Park, West 29th and Broadway Boulevard, for the purpose of conducting kickball games and leagues.

The terms of this agreement will begin March 19, 2022, and end May 14, 2022. Catholic Challenge Sports agrees to pay a 30% revenue share for an estimated payment of \$645.00.

Catholic Challenge Sports will provide insurance per City's requirements.

RECOMMENDATION:

Staff recommends Board approval of the contract with Catholic Challenge Sports and requests Board authorization for the Director or designee to execute the agreement on behalf of the Board.



Intra-Departmental Communication

DATE: January 25, 2022

TO: Board of Parks and Recreation Commissioners

FROM: Jennifer Jutte, Superintendent, Community Services

RE: Facility Use without Concessions Agreement with Light Christian Center of Kansas City, Inc.

BACKGROUND:

Light Christian Center of Kansas City, Inc. is requesting the use of facilities at Southeast Community Center for the purpose of conducting church services.

They will compensate \$35.00/hour of use for a total estimated payment of \$3,220.00. The terms of this agreement will begin February 6, 2022, and end December 25, 2022. Light Christian Center of Kansas City, Inc. will provide insurance per City's requirements.

RECOMMENDATION:

Staff recommends Board approval of the contract with Light Christian Center of Kansas City, Inc. from February 6, 2022, to December 25, 2022, in the amount of \$3,220.00 and requests Board authorization for the Director or designee to execute the agreement on behalf of the Board.



Intra-Departmental Communication

DATE: January 25, 2022
TO: Board of Parks and Recreation Commissioners
FROM: Zekelia Oates, Events Administrator
SUBJECT: Facility Use with Concession Agreement with Blue Symphony LLC for Art and Soul Community Event

BACKGROUND

Blue Symphony LLC was established in 2002. Blue Symphony is a local Kansas City firm, specializing in event, technology, marketing strategy and planning, full brand development, social media, and other digital communications. Blue Symphony will be working with the Black Archives of Mid America, Inc. which was founded May 8, 1974 by Horace M. Peterson III to host this event. The Black Archives is a 501(c)(3) non-profit organization that serves the community by offering itself as an educational resource as well as a repository of every facet in African American culture, music, art, theater, education, the military, medicine, sports, religion, and community affairs.

Blue Symphony LLC will also be working with The Art & Soul Coalition, which is the national volunteer alliance consisting of professionals in arts, entertainment, and marketing-related fields to host this event. Their roots date back to 1997, when it was established in Kansas City, MO as Art & Soul, Inc., a 501(c)(3). Since its inception, it has supported the building of community and African American culture through the art both directly and through its member organizations.

Blue Symphony LLC wishes to enter into a Facility Use with Concession Agreement for the use of the Great Lawn located at 1600 John "Buck" O'Neil Way, to hold their Art and Soul Community event on September 17, 2022. The Art and Soul Community Event will include merchandise, food, and beverage vendors.

As a partner the Kansas City Parks and Recreation Department will be recognized on all marketing materials with the waiver of the park event fees for this one-day event. Set-up will begin on September 17, 2022, at 8am and tear down will end on September 17, 2022, at 10pm. The expected attendance is 3000. First aid, volunteers and security will be onsite.

The contractor will be responsible for providing the following items:

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

Recommendation:

Staff recommends Board approval of the agreement with Blue Symphony LLC and request Board authorization for the Director or designee to execute the agreement on behalf of the Board.



Intra-Departmental Communication

DATE: January 25, 2022
TO: Board of Parks and Recreation Commissioners
FROM: Terrence Williams, Senior Analyst
SUBJECT: Sidewalk Café License – Jax Fish House KC

Background

Jax Fish House KC, located at 4814 Roanoke Parkway, requests the renewal of their café license and use agreement. The restaurant is requesting the use of 388 square feet of public property under jurisdiction of the Board.

The licensee will be responsible for maintaining the area in a clean and neat condition and for complying with all rules and regulations of the Kansas City, Missouri Health Department.

Licensee will be responsible for compensating the Department a total of \$6,984. Payment shall be due to the City in a lump sum at the signing of the agreement. The fee is based on the rate of \$18.00 per square foot per year, established in Board Resolution #30974. The term on this agreement shall begin on January 1, 2022, and shall end no later than December 31, 2022.

Recommendation

Staff recommends approval of an agreement with Jax Fish House KC, ending December 31, 2022, allowing the cafe to use the public right of way to provide sidewalk café services, and requests Board authorization for the Director or designee to execute said agreement on behalf of the Board.



Intra-Departmental Communication

DATE: January 25, 2022
TO: Board of Parks and Recreation Commissioners
FROM: Terrence Williams, Senior Analyst
SUBJECT: Sidewalk Café License – Kona Grill

Background

Kona Grill, located at 444 Ward Parkway, offers seating in front of their business and the organization is requesting a renewal of their café' license and use agreement. They use 300 square feet of public space under the jurisdiction of the Board.

The licensee will be responsible for maintaining the area in a clean and neat condition while complying with all rules and regulations of the Kansas City, Missouri Health Department.

The Licensee will be responsible for compensating the Department a total of \$5,400. This payment shall be due to the City in a lump sum at the signing of the agreement. The fee is based on the rate of \$18.00 per square foot per year, established in Board Resolution #30974. The term on this agreement shall begin on January 1, 2022 and shall end no later than December 31, 2022.

Recommendation

Staff recommends approval of an agreement with Kona Grill, ending December 31, 2022, allowing the cafe to use the public right of way to provide sidewalk café services, and requests Board authorization for the Director or designee to execute said agreement on behalf of the Board.



Intra-Departmental Communication

DATE: January 25, 2022
TO: Board of Parks and Recreation Commissioners
FROM: Terrence Williams, Senior Analyst
SUBJECT: Sidewalk Café License – Capital Grille

Background:

The Capital Grille located at 4760 Broadway Blvd. requests the renewal of their café license and use agreement. The restaurant is requesting the use of 299 square feet of public property under jurisdiction of the Board.

The licensee will be responsible for maintaining the area in a clean and neat condition while complying with all the rules and regulations of the Kansas City, Missouri Health Department.

Licensee will be responsible to compensating the Department a total of \$8,372. Payment shall be due to the City in a lump sum at the signing of the agreement. The fee is based on the rate of \$28.00 per square foot per year, established in Board Resolution #30974. The term on this agreement shall begin on January 1, 2022 and shall end no later than December 31, 2022.

Recommendation:

Staff recommends approval of an agreement with Capital Grille, ending December 31, 2022, allowing the cafe to use the public right of way to provide sidewalk café services, and requests Board authorization for the Director, or his designate, to execute said agreement on behalf of the Board.



Intra-Departmental Communication

DATE: January 25, 2022
TO: Board of Parks and Recreation Commissioners
FROM: Terrence Williams, Senior Analyst
SUBJECT: Sidewalk Café License – Broadway Café

Background

Broadway Café located at 4106 Broadway has offered seating in front of their business for the last several years. They use 86 square feet of public property and provide with food and beverage service.

The licensee will be responsible for maintaining the area in a clean and neat condition while complying with all the rules and regulations of the Kansas City, Missouri Health Department.

Licensee will be responsible to compensating the Department a total of \$602. The payment shall be due to the City in a lump sum at the signing of the agreement. The fee is based on the rate of \$7.00 per square foot per year, established in Board Resolution #31284. The term on this agreement shall begin on January 1, 2022 and shall end no later than December 31, 2022.

Recommendation

Staff recommends approval of an agreement with Broadway Café, ending December 31, 2022, allowing the cafe to use the public right of way to provide sidewalk café services, and requests Board authorization for the Director, or his designate, to execute said agreement on behalf of the Board.



Intra-Departmental Communication

DATE: January 25, 2022

TO: Board of Parks and Recreation Commissioners

FROM: Jennifer Jutte, Superintendent, Community Services

RE: Facility Use without concessions Agreement with Inhabitants of Praise Church International

Inhabitants of Praise Church International is requesting the use of facilities at Southeast Community Center for the purpose of conducting church services and Bible study.

They will compensate \$45.00/hour of usage for a total estimated payment of \$2,700.00

The terms of this agreement will begin February 6, 2022 and end June 29, 2022. Inhabitants of Praise Church International will provide insurance per City's requirements.

RECOMMENDATION:

Staff recommends Board approval of the contract with Inhabitants of Praise Church International and requests Board authorization for the Director or designee to execute the agreement on behalf of the Board.