

BOARD MEETING

June 25, 2024

1:00 O’CLOCK P.M.

Workshop

2:00 O’CLOCK P.M.

Board Meeting

**4600 East 63rd Trafficway
Kansas City, Missouri 64130**

Workshop

1 p.m. – Starlight Theatre Association Update

1:30 p.m. – Kessler Master Plan – Hoxie Collective & Team

Board Meeting

Call to Order – President Beth Haden

Roll Call:

Board Members Present: President Haden, Commissioner Gorenc and Commissioner Taylor

Board Members Absent: Commissioner Smith

President Haden noted a correction to be made in the May 14, 2024 Minutes. On a motion by Commissioner Gorenc, duly seconded by Commissioner Taylor the Board approved the Board Minutes of June 25, 2024 Board Minutes, with corrections to be made.

Resolution #32563 – Approval of Park Sales Tax Reserve Appropriations - \$5,7000,000

On a motion by Commissioner Taylor, duly seconded by Commissioner Gorenc, the Board approved the use of the Park Sales Tax Reserve Appropriations in the amount of \$5,700,000.

Background: Each year the Parks and Recreation Departments submits a budget to the City Budget Office for consideration for funding. The Park Sales Tax funds much of the department’s annual budget and is based off expected revenues collected from the Parks Sales Tax. This year the department staff has identified a list of Park projects for FY 2024/25 that meet the major needs of the Department and are not in the Parks budget. List of projects and funding request are outlined below.

The parks at Cleveland Park and Clark Ketterman are used for the RBI (Restoring Baseball in the Intercity) and both have experienced severe damage to the facilities that limit their programming. Concession and restroom buildings at Clark Ketterman were destroyed by fire. The sports lighting wood poles at Cleveland Park were damaged at the bases from wood rot and had to be removed. RBI will fund up to \$250,000 for improvements to these projects. Their priority would be for lights at Cleveland Park.

Swope Park is Kansas City's largest park with a deep history and has many recreational opportunities. A permanent restroom is needed by the band stand and two restrooms at Camp Lake of the Woods. The department has been successful in applying for and receiving federal grants. A STP Surface Transportation Program Grant for the replacement of Gregory Boulevard from I-435 to Oldham Road was awarded \$4 million and we need design funding to have the project ready to bid in 2025. Two trail projects received TAP (Total Alternative Programming) grant projects for Swope Park were awarded \$1.5 million and need funding for the local match and design.

Spring Valley Park is a major community park. The park has two shelters, and one was destroyed by fire and needs to be replaced. The other wood shelter needs major improvement or completely replaced.

To use the park sales tax reserves requires the City Council and the Director of Finance to approve the use for construction projects. Requesting park sales tax reserves to fund construction in the following amounts: Cleveland Park \$800,000; Clark Ketterman \$950,000; Spring Valley Park Shelters \$900,000; Gregory Boulevard design I-435 to Oldham \$550,000; Swope Park restroom (3 structures) \$1,800,000; Swope Park Trails \$700,000; estimating total revenue in the amount of \$5,700,000 in the 2030 fund; designating requisition authorities; authorizing the Director of Finance to close project accounts; and the City to reimburse itself for certain expenditures.

Resolution #32564 – Approval of the 2024 Aquatics Master Plan

On a motion by Commissioner Taylor, duly seconded by Commissioner Gorenc, the Board approved the 2024 Aquatics Master Plan for the KCMO Parks and Recreation Department.

Background: On May 24, 2022 the City of Kansas City, MO Parks Department entered into an agreement with LAND3 Studio, LLC. This agreement facilitated the development of a comprehensive Aquatics Master Plan for all indoor and outdoor aquatics facilities including pools, water parks and spray parks. LAND3 Studio, LLC used Water's Edge Aquatic Design as a sub-contractor in the process.

This plan inventoried and analyzed all KCMO Parks aquatic facilities and serves as a guide for current and future decisions for all aspects of the KCMO Parks and Recreation aquatic facilities. The plan includes three components. One, an extensive review of all physical structures with commentary on necessary repairs, replacement or restoration of the pool systems, including recommendations on renovation or closing existing facilities and options for improving the maintenance and operation including maximizing revenue potential. Two, an examination and commentary on existing operations management and facility maintenance management of all aquatic facilities. The third component is a needs assessment, that includes public and staff engagement. This final report also includes an opinion of probable construction costs for all of the facilities being evaluated.

The total budget of this project was \$75,000.00. Funding was issued from accounts 6490-702800-B-S200, 6490-702800-B-M163, and 6490-702800-B-M161,

Resolution #32565 -Memorandum of Agreement with the Missouri Department of Natural Resources

On a motion by Commissioner Taylor, duly seconded by Commissioner Gorenc, the Board approved the Memorandum of Agreement with the Missouri Department of Natural Resources and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: Bruce R. Watkins Cultural Heritage Center & Museum (BRW) is comprised of a building, grounds, parking lot, and historical collection with the building and grounds owned by the State, the parking lot owned by Parks, and the historical collection owned by the FBRW. In addition, Parks & Recreation manages and operates BRW including the historical collection. KCP&R and DNR entered into successive Cooperative Agreements stating that KCP&R would maintain and operate BRW, most recently by Cooperative Agreement dated October 1, 2014, for a ten-year term. DNR and KCP&R wish to collaborate to repair/replace the facility's HVAC system anticipated to take place the fall of 2024 and a portion of the funds reimbursed from state fiscal year 2025 funds, based on a \$700,000 cost estimate. DNR and KCP&R seek to cooperate to make equal financial contributions needed to complete the project.

Resolution #32566 – Parks and Recreation Athletic Field use Policy Guide

On a motion by Commissioner Taylor, duly seconded by Commissioner Gorenc, the Board approved the Parks and Recreation Athletic Field use Policy Guide.

Background: The Parks & Recreation Department coordinates and issues permits for the use of City parks and athletic fields/facilities to organizations and the public for cultural, social, and recreational activities and programs.

The purpose of this guide is to outline the procedure and allocation process for the permitted use of athletic fields/courts Parks & Recreation will monitor proper use of permits. Priority will be given to Kansas City, MO residents. Parks & Recreation may charge to recover public costs to operate, maintain, supervise, and administer the use athletic areas in the parks per the adopted Cost Recovery Policy. (Athletic Field Use Policy Guidelines attached to the Official Board Minutes)

Resolution #32567 – Agreement with Get Bucketz Association

On a motion by Commissioner Taylor, duly seconded by Commissioner Gorenc, the Board approved the Agreement with Get Bucketz and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: The Get Bucketz Association is requesting to put on the Go Hard or Go Home Basketball tournament at Concourse Park on August 3 and 4, 2024. This is a 3 v 3 tournament with cash prizes, a Kidzone, food trucks, vendors, and raffles.

The Get Bucketz Association wishes to enter into a Facility Use with Concession Agreement for the use of The Concourse Park located at 200 Benton Blvd to hold the Go Hard or Go Home Basketball tournament on August 3 – 4, 2024. They are expecting 400 + participants.

The Kansas City Parks and Recreation Department will be compensated \$1,000/day for this two-day event. Set-up will begin at 8 a.m. on August 3rd and tear down will end at 6 p.m. on August 4, 2024.

The event hours are from 12 p.m. to 5 p.m. Security will be on site. Certificate of insurance will cover all applicable requirements and be due 14 days before the first event date.

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.

Resolution #32568 – Agreement with Kansas City Irish Fest

On a motion by Commissioner Taylor, duly seconded by Commissioner Gorenc, the Board approved the Agreement with Kansas City Irish Fest and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: The Kansas City Irish Fest wishes to enter into a Facility Use with Concession Agreement for the use of Washington Square Park, located at 100 E. Pershing Rd and Grand Boulevard from 26th street to OK street and Pershing Rd from Grand Boulevard to McGee, to hold the 2024 Kansas City Irish Fest on August 30 through September 1, 2024. The Festival will include Irish culture vendors, food, beverages, as well as alcohol vendors.

The Kansas City Parks and Recreation Department will be compensated \$18,500.00 for this three-day event. Set-up for the festival will begin at 7 a.m. on August 27, 2024, and tear down will end at 10 p.m. on September 3, 2024. This agreement also includes the responsibility of the licensee for restoring the park and pavers to their original condition or reimbursing costs associated with repairing the park and pavers to their original condition. KCPD, KCFD, FBI, and KC Medical will be on hand for this event. Certificate of insurance will cover all applicable requirements and be due 14 days before the first event date.

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.
9. A Plan to protect the integrity of the walking pavers in the park at all times.

Resolution #32569 – Agreement with Black Vine Worldwide Media

On a motion by Commissioner Taylor, duly seconded by Commissioner Gorenc, the Board approved the Agreement with Black Vine Worldwide Media and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: Black Vine Worldwide Media Group, LLC provides content from legendary artists, up and coming artists, independent filmmakers, cultural trail blazers, and taste-makers. The Black Vine Worldwide Media Group, LLC strengthens its influence on pop culture by opening avenues to develop revenue streams and to capture a piece of the global marketplace that is ripe with opportunities.

The Black Vine Worldwide Media Group, 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 the 18th & Vine Blues and Culture Concert on September 7, 2024. The concert will include an outdoor stage and all the amenities of the legendary 18th & Vine district. They are expecting 2,000 participants. The Kansas City Parks and Recreation Department will be compensated \$5,000 for this one-day event. Set-up for the festival will begin at 7 a.m. and tear down will end at 12 a.m. on September 7, 2024. The event hours are from 3 p.m. to 10 p.m. Certificate of insurance will cover all applicable requirements and be due 14 days before the first event date.

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.

Resolution #32570 – Agreement with Country Club Plaza

On a motion by Commissioner Taylor, duly seconded by Commissioner Gorenc, the Board approved the Agreement with Country Club Plaza and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: The Waldo Area Business Association has been representing the interests of the Waldo Business Community since 1965 and will be celebrating their 32nd Annual Waldo Fall Festival, which will be a family-friendly neighborhood festival with merchandise vendors, food trucks, local music, and family activities.

The Waldo Area Business Association wishes to enter into a Facility Use with Concessions Agreement for the use of Gregory Boulevard between Wornall Road and Brookside Road for the 31st Annual Waldo Fall Festival, on September 21, 2024.

The Kansas City Parks and Recreation Department will be compensated \$1,000 for this one-day event. Set-up for the festival will begin at 7 a.m. on September 21, 2024, Festival hours are 10 a.m. to 8 p.m. on September 21, 2024, and tear down will end at 11:59 p.m. on September 21, 2024. Security will be

on site. They are expecting 3,500 in attendance. Certificate of insurance will cover all applicable requirements and be due 14 days before the first event date.

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.

Resolution #32571 – Agreement with PeaceWorks, Kansas City

On a motion by Commissioner Taylor, duly seconded by Commissioner Gorenc, the Board approved the Agreement with Peace Works, Kansas City and authorized the Director or his designee to execute the agreement on behalf of the Board.

Background: The PeaceWorks, Kansas City group presents the PeaceWorks, KC Local Art Fair, which is a fundraiser for PeaceWorks, Kansas City, a non-profit all volunteer organization promoting peace and justice. Artists will sell their treasures, ranging from pottery to paintings, from photos to clothes. The event will have a mix of artists tents and social justice tables.

PeaceWorks, Kansas City wishes to enter into a Facility Use with Concession Agreement for the use of the Theis Park at Oak and 47th Streets, to hold their event on September 21 and 22, 2024. This is a free event, and they are expecting approximately 800 participants per day.

The Kansas City Parks and Recreation Department will be compensated \$2,100.00 dollars for this event. Set-up for the event will begin at 8 a.m. on September 20, 2024, and tear down will end at 7 p.m. on September 22, 2024. The event hours are from 10 a.m. to 5:00 p.m. Certificate of insurance will cover all applicable requirements and be due 14 days before the first event date.

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.

Resolution #32572 – Agreement with West Plaza Neighborhood Association

On a motion by Commissioner Taylor, duly seconded by Commissioner Gorenc, the Board approved the Agreement with West Plaza Neighborhood Association and authorized the Director or designees to execute the agreement on behalf of the Board.

Background: the West Plaza Music/Art in the Park event, local artists and crafts people as members of the WPNA gather to display and sell their art and share music. The event will have music, food trucks, vendor booths, face painting, balloon art and entertainment provided for attendees. This event will also function as a membership drive for the West Plaza residents to join and volunteer for all of the activities the WPNA does for the neighborhood.

The West Plaza Neighborhood Association wishes to enter into a Facility use with Concessions Agreement for the use of Westwood Park, located at W. 47th St. & Wyoming St., to hold the West Plaza Music/Art in the Park 2024, on September 21, 2024. The event expects approximately 200 in attendance.

The Kansas City Parks and Recreation Department will waive all fees for this 1-day event in partnership. Set-up for the festival will begin on September 21, 2024, at 9 a.m. and event hours are September 21, 2024, from 11 a.m. to 5 p.m., with tear down immediately following. **Certificate of insurance will cover all applicable requirements and be due 14 days before the first event date.**

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 any other City permits required in hosting the event
8. A written-out plan to address litter and recycling during the event

Resolution #32573 – Agreement with the Waldo Area Business Association

On a motion by Commissioner Taylor, duly seconded by Commissioner Gorenc, the Board approved the Agreement with Waldo Area Business Association and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: The Waldo Area Business Association has been representing the interests of the Waldo Business Community since 1965 and will be celebrating their 31st Annual Waldo Fall Festival, which will be a family-friendly neighborhood festival with merchandise vendors, food trucks, local music, and family activities.

The Waldo Area Business Association wishes to enter into a Facility Use with Concessions Agreement for the use of Gregory Boulevard between Wornall Road and Brookside Road for the 31st Annual Waldo Fall Festival, on September 21, 2024.

The Kansas City Parks and Recreation Department will be compensated \$1,000 for this one-day event. Set-up for the festival will begin at 7 a.m. on September 21, 2024, Festival hours are 10 a.m. to 8 p.m.

on September 21, 2024, and tear down will end at 11:59 p.m. on September 21, 2024. Security will be on site. They are expecting 3,500 in attendance. Certificate of insurance will cover all applicable requirements and be due 14 days before the first event date.

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.

Resolution #32574 – Agreement with North Suburban Youth Football

On a motion by Commissioner Taylor, duly seconded by Commissioner Gorenc, the Board approved the Agreement with North Suburban Youth Football and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: North Suburban Football League (NSYFL) is requesting the use of Waterwell Athletic Complex, located at Missouri Highway 9 and North Broadway; San Raphael Football field, located at 3904 NE Chouteau Trafficway; and Pleasant Valley Road Athletic Complex Football Fields #1 & #2 located at 6401 NE Pleasant Valley Road for the limited purpose of conducting youth football clinics, practices, games and associated activities during the term of the License. Activities will take place at various times Saturday - Sunday.

NSYFL will compensate at a rate of \$20.00/day/field and \$30.00/hour for lights for a total projected compensation of \$18,310.00. Payments of \$3,662.00 will be made monthly.

The Term of this License shall start on July 1, 2024, and end no later than December 1, 2024. Commercial General liability and sexual abuse molestation insurance will be provided per City's requirements.

Resolution #32575 – Agreement with E.D.O. Soccer Academy

On a motion by Commissioner Taylor, duly seconded by Commissioner Gorenc, the Board approved the Agreement with E.D.O. Soccer Academy and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: Estrella De Oro, also known as E.D.O Soccer Academy, was founded by the father & Son duo - Juan & Victor Muniz in 2001. E.D.O Academy's mission focuses on giving kids the opportunity to practice soccer while giving back and learning to be active members of their communities. E.D.O supports children, and it is their goal to provide them with the motivation/opportunities for growth while seeking post-secondary education with the help of bringing soccer to the community. An additional focus is to create a welcoming community that promotes diversity, inclusivity, and respect for all.

E.D.O. Soccer Academy is requesting the use of the soccer facilities at 9th and Van Brunt for youth soccer activities. Activities will take place from 6:00 p.m. – 8:00 p.m. on Tuesday and Thursday and 9:00 a.m. – 1:30 p.m. on Saturday. They will compensate the City \$50.00 per hour for a total compensation of \$4,150.00. The terms of this agreement will begin June 26, 2024, and end August 31, 2024.

E.D.O. Soccer Academy will provide commercial general liability and sexual abuse/molestation insurance per City's requirements.

Resolution #32576 – Agreement with First Reformed Church

On a motion by Commissioner Taylor, duly seconded by Commissioner Gorenc, the Board approved the Agreement with First Reformed Church and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: First Reformed Church, located in Holland, Michigan, is coming to Kansas City on a mission trip and will be staying at the Independence Boulevard Christian Church. They have requested the use of the shower facilities at Gregg Klice Community Center during the terms of the agreement. This is similar to an agreement with another organization that Parks and Recreation has worked with in the past.

First Reformed Church will provide a staff member and/or adult leader while the youth are using the facilities during agreed upon times at Gregg Klice.

Youthworks will compensate \$5.00/youth day for a total estimated compensation of \$750.00. This agreement runs from July 22, 2024, to July 27, 2024.

First Reformed Church will provide commercial general liability and sexual abuse/molestation insurance per City's requirements.

Resolution #32577 – Agreement with Come to Jesus Worship and Praise Church

On a motion by Commissioner Taylor, duly seconded by Commissioner Gorenc, the Board approved the Agreement with Come to Jesus Worship and Praise Church and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: Come to Jesus Worship and Praise Church is requesting the use of facilities at Gregg Klice Community Center for the purpose of conducting church services. Services will be conducted from 11:00 a.m. – 2:00 p.m. each Sunday in the dance studio during the terms of this agreement. They agree to confine messaging only to participants of the church services. No messaging shall occur in any other space at the community center including the sidewalks, parking lots and common areas.

They will compensate City \$45.00/hour, \$135.00/day for a total estimated payment of \$5,805.00. The terms of this agreement will begin July 7, 2024 and end April 27, 2025.

Come to Jesus Worship and Praise Church will provide commercial general liability insurance per City's requirements.

Resolution #32578 – Agreement with True Love Missionary Baptist Church

On a motion by Commissioner Taylor, duly seconded by Commissioner Gorenc, the Board approved the Agreement with Come to Jesus Workshop and Praise Church and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: Come to Jesus Worship and Praise Church is requesting the use of facilities at Gregg Klice Community Center for the purpose of conducting church services. Services will be conducted from 11:00 a.m. – 2:00 p.m. each Sunday in the dance studio during the terms of this agreement. They agree to confine messaging only to participants of the church services. No messaging shall occur in any other space at the community center including the sidewalks, parking lots and common areas.

They will compensate City \$45.00/hour, \$135.00/day for a total estimated payment of \$5,805.00. The terms of this agreement will begin July 7, 2024 and end April 27, 2025.

Come to Jesus Worship and Praise Church will provide commercial general liability insurance per City's requirements.

Resolution #32579 – Agreement with EV A Envy Drill Team

On a motion by Commissioner Taylor, duly seconded by Commissioner Gorenc, the Board approved the Agreement with Come to Jesus Workshop and Praise Church and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: Founded in 2021, 4EVA Envy Drill Team, LLC is requesting the use of the facilities at Gregg Klice Community Center for drill team practices. Practices will take place from 10:00 a.m. 12:00 p.m. Mondays, Tuesdays, and Wednesdays during the terms of this agreement.

4EVA Envy Drill Team will compensate \$75.00/hour for the use of the gymnasium for a total estimated compensation of \$18,150.00.

This agreement will begin on July 1, 2024, and end on April 30, 2025. Commercial general liability and sexual abuse/ molestation insurance will be provided per City's requirements.

Resolution #32580 – Agreement with Eagle Youth Football

On a motion by Commissioner Taylor, duly seconded by Commissioner Gorenc, the Board approved the Agreement with Eagle Youth Football and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: Eagle Youth Football is requesting the use of the Robert R. Hodge Park, multipurpose fields #1 & #2, and rugby field #1, located at Shoal Creek Parkway and NE Reinking Road, for the limited purpose of conducting football clinics, practices, games, and associated activities during the Term of the License. Activities will take place Monday through Thursday from 4:00 p.m. – 9:00 p.m.

Eagle Youth Football will compensate at a rate of \$20/day/field for a total projected compensation of \$4,200.00. The Term of this License shall start on July 25, 2024, and end no later than November 3,

2024.

Eagle Youth Football will provide commercial general liability and sexual abuse/molestation insurance per City's requirements.

Resolution #32581 – Contract with Van Booven Lawn, Landscape & Tree Care

On a motion by Commissioner Taylor, duly seconded by Commissioner Gorenc, the Board approved the Contract with Van Booven Lawn, Landscape & Tree Care in the amount of \$70,000 and authorized the Director or designee to execute the contract on behalf of the Board.

Background: On April 16, 2024, a request for proposals (RFP) opening was conducted for Project No. NRM2025ARB professional tree maintenance services in the Stanley R. McLane Arboretum in Jacob L. Loose Park and Mill Creek Park. A total of three (3) proposals were received. The Staff recommends Van Booven Lawn, Landscape & Tree Care for submitting the lowest and best proposal. The total base bid is \$580.50 per hour and a contract amount not to exceed \$70,000.00.

This contract will address tree maintenance pruning and removal needs in the Stanley R. McLane Arboretum and the Mill Creek Park arboretum. The contract will address approximately 300-400 trees. The term of this contract will be for a period of one year, not to exceed May 31, 2023. The City has the option to extend the term of this Contract with approval from the Board of Parks & Recreation Commissioners for four (4) additional one-year renewal periods.

Funding for these services is found in the 3090-707771 account. SLBE goals have been waived for this project.

Resolution #32582 – Bid Award to ArborPro, Inc.

On a motion by Commissioner Taylor, duly seconded by Commissioner Gorenc, the Board approved the Bid Award to ArborPro, Inc. in the amount of \$400,000 and authorized the Director or designee to execute the contract on behalf of the Board.

Background: On Monday, April 8, 2024, a proposal opening was conducted for Tree Inventory Services FY25-29. A total of two (2) proposals were received. The Staff recommends ArboPro, Inc. as the best proposal. The cost per tree inventoried is \$5.70 and \$3.25 for each planting site identified.

This contract includes the performance of a complete street tree inventory of an estimated 150,000 public trees. The inventory will be completed in eighteen (18) months. The data collected is important to the proper management of our public trees by providing the recommended maintenance for each tree. It also fulfills one the recommendations of the Urban Forest Master Plan to have an updated tree inventory. The term of this Contract will be for a period of one year, not to exceed June 30, 2025. The City has the option to extend the term of this Contract with approval from the Board of Parks & Recreation Commissioners for four-(4) additional one-year renewal periods.

The CREO Department has reviewed and approved a waiver for no goals on this project.

Funding for these services is found in Forestry account #3090-707771. We will encumber \$400,000.00 to execute this contract.

Resolution #32583 – Blue River Trail Martha Truman Connector, Federal Highway Administration Grant

On a motion by Commissioner Taylor, duly seconded by Commissioner Gorenc, the Board approved the Federal Highway Administration Grant for a local match of an additional \$85,550.

Background: The Federal Highway Administration (FHWA) Transportation Alternatives (TAP) grant program awarded funding to the Blue River Trail Martha Truman Connector project in the amount of \$250,000. This grant award was approved by the Park Board on May 7, 2019. This project required a local match of \$62,500 that was funded through 6th District PIAC in Fiscal year 2019-20. The project was designed, and the engineer's estimate indicated that the available construction funding was insufficient to construct the trail segment. An additional \$342,200 became available and was requested from the TAP grant program in the Mid-America Regional Council (MARC) Active Transportation Programming Committee (ATPC) Transportation Improvement Program (TIP) amendment submitted April 23, 2024. This will require an additional \$85,550 local match, for which 6th District PIAC funds are available in account 3090-708609-70191308.

The project will provide recreational and transportation opportunities along the Blue River and connects to amenities along Indian Creek, Blue River, and Trolley Trail. This section of the trail is part of the Metro Green Plan and the Trails KC Plan. This section will connect major trail systems in Kansas City, MO. This supplemental agreement will require City Council approval because estimation of revenue is required for the TAP grant.

Resolution #32584 – Change Order #3 (Final) J M Fahey -Red Bridge Complete Street Project

On a motion by Commissioner Taylor, duly seconded by Commissioner Gorenc, the Board approved Change Order #3 (Final) with J M Fahey Construction, in the amount of \$231,901.30, for a total contract amount of \$8,161,824.89, and authorized the Director or designee to execute the amendment on behalf of the Board.

Background: November 9, 2021, the Board approved a construction contract with J M Fahey Construction in the amount of \$6,340,060.20.

The Board approved Change Order #1 and Changer Order #2 that added replacement of an existing 16" high-risk water main from Oak Street to Holmes Rd to the contract and modification to the storm sewer installation to resolve utility conflicts. Change #1 and Changer #2 together increased the contract amount by \$1,589,863.39 and extended the contract time by 315 calendar days.

Roadway construction was substantially completed on November 25, 2023, and landscaping was completed in spring 2024. Change Order #3 (Final Change Order) will adjust contract quantities based on as-constructed conditions. Contract overrun items include subgrade stabilization, asphalt surface, asphalt base, stamped concrete, commercial driveways, curb & gutter, integral retaining wall, decorative rock, and sod. Contract underrun items include 4" and 6" aggregate base, curb, median nose, paver stones, ADA ramps, temporary seeding, temporary surface asphalt, temporary base asphalt, temporary

aggregate base, topsoil, steel edging, and shrubs.

Change Order #3 (Final Change Order) will increase the contract amount by \$231,901.30 bringing the total contract amount to \$8,161,824.89. Impact Fee funds and PIAC funds for Change Order #3 are available in account nos. 2430-708016-B-70192304 and 3090-708609-B-70192304, respectively.

The MWBE goals for this contract are 14% MBE and 8% WBE, and the MWBE Goals will be met or exceeded at the close-out of the project.

Resolution #32585 – Special Gifts Fund – Martin Luther King Jr. Park Tennis Courts

On a motion by Commissioner Taylor, duly seconded by Commissioner Gorenc, the Board approved the use of the Special Gifts Fund in the amount of \$130,150 for the Martin Luther King Jr. Park Tennis Courts.

Background: The tennis courts at Martin Luther King, Jr. Park are in need of resurfacing. The Parks Department received a quote from PCC Sports for a total cost of \$130,150. It is the recommendation of the Department to use the Special Gifts Fund to support this needed maintenance. The funds will be used from account #6490 702800 611060.

Resolution #32586 – Bid Award to Turf Boss LLC for Ground Maintenance Services

On a motion by Commissioner Taylor, duly seconded by Commissioner Gorenc, the Board approved the Bid Award to ArborPro, Inc. in the amount of \$400,000 and authorized the Director or designee to execute the contract on behalf of the Board.

Background: Since 2019, the parks mowing contracts have been sent to bid and awarded to contractors based on the lowest and best bid. Currently the average cost per turf acre per cycle for ground maintenance in parks will be approximately \$41.41.

The project was submitted for review and approved by CREO as an SLBE contract. The department followed the instructions that were provided by CREO when selecting an SLBE mowing contractor. Each contract grants the option during the term of this Contract, upon properly executed amendment, to extend the term of this Contract for up to six (6) year's total per the awarded bid rates. The Board approved awarding the contracts at the following rates for the number of acres specified:

Resolution # - North District (NO1P) to Turf Boss LLC for \$54.90/acre for 113.80 acres.

Public Hearing:

Mr. & Mrs. Gilberto Rizo came before the Board to thank the Board and staff for working with his athletic organization for the use of 9th & Van Brunt. He also mentioned his interest in wanting to do concessions at the 9th & Van Brunt Athletic Complex. The Board thanked the Rizo's for attending the meeting.

Linda Brown and Kathryn Persley both came before the Board to ask the Board to fund the Enjoy Program. Both gave an overview of the Enjoy Program which included youth in four neighborhood

Linda Brown and Kathryn Persley both came before the Board to ask the Board to fund the Enjoy Program. Both gave an overview of the Enjoy Program which included youth in four neighborhood associations. Commissioners thanked both for coming and asked that staff look into possibly collaborative effort with other city departments to fund the program next year.

Jane Aylward came before the Board to share her and Homeowners Associations concerns regarding contractors hired by City and others to do work on park property. Ms. Aylward commented that the contractors do not leave the physical condition at the site, in the condition it was prior to work being completed, its worst. Ms. Aylward mentioned that the contractors leave debris, signage, tape and other items behind.

CLOSED SESSION

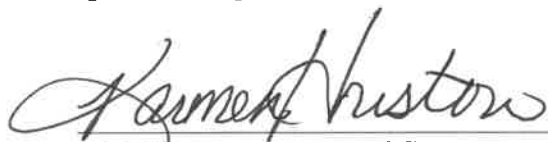
On a motion by Commissioner Taylor, duly seconded, the Board unanimously approved by roll call vote to enter into a Closed Session to discuss personnel matters.

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

Board Meeting adjourned.



Beth Haden, President
Board of Parks and Recreation Commissioners



Karmen Houston, Board Secretary

ATHLETIC FIELD USE POLICY GUIDE



KANSAS CITY
Parks & Recreation

INTRODUCTION

The City of Kansas City, MO Parks and Recreation (KCMOPR) coordinates and issues permits for the use of City parks and athletic fields/facilities to organizations and the public for cultural, social, and recreational activities and programs. Athletic fields are available for use from March until November pending weather conditions.

The purpose of this guide is to outline the procedure and allocation process for the permitted use of athletic fields/courts KCMOPR will monitor proper use of permits. Priority will be given to Kansas City residents. KCMOPR may charge to recover public costs to operate, maintain, supervise, and administer the use athletic areas in the parks per KCMOPR's adopted Cost Recovery Policy.

Submission of an *Athletic Field Use Application* does not constitute approval. Requests for additional use or programs not covered by the *Athletic Field Use Policy Guide* should be addressed in writing to KCMOPR.

FIELD USE ONLINE APPLICATION

Online application for the use of athletic fields is available at:

kcparks.org

Online Applications must be submitted at least 30 working days prior to field/court use.

Athletic fields are available for use from **March until November** pending weather conditions.

TABLE OF CONTENTS

DEFINITION OF TERMS 4

CITY ATHLETIC PARKS/FIELDS/FACILITIES.....4

PROCESS FOR OBTAINING PERMITS5

ATHLETIC FIELD FEES6

ALLOCATION PROCEDURES.....6

RULES & REGULATIONS7

SITE SPECIFIC USE8

MAINTENANCE ISSUES9

FIELD CLOSURE9

THREE STRIKES POLICY10

DEFINITION OF TERMS

Resident Status

Resident status is defined as groups or organizations within Kansas City, MO for Athletic Field use. Athletic Field Use: Team rosters and/ or individual participant utility bills/photo ID/voter registration card may be required by KCMOPR staff to verify residency status.

Youth Status

Youth status is defined as persons 18 years of age or under.

Non Profit 501c3 Status

To qualify as a Non-Profit user, the organization must meet all criteria. **The organization must be registered as a not for profit corporation with the State of Missouri, or if not registered with the State, must have a constitution, bylaws or mission statement which clearly state that the objectives of the organization are of a non-profit, noncommercial nature.** Visit www.irs.gov for additional information on Non-Profit Status (501c3).

The organization must complete ONLINE the following:

1. Athletic Field Use Application
2. If incorporated, submit State Incorporation papers and bylaws;
If not incorporated, submit constitution and bylaws or mission statement
3. Current financial statement including membership fee scale for participants (sport leagues)
4. Roster of Officers /Organizers
5. List of persons authorized to make reservations for your organization
6. List of organization on-site/ person in charge and contact information for each date.
7. Team Rosters/player addresses/ photos/school IDs/utility bills-to verify residency status (sport leagues)
8. Fee payment/deposit
9. Banner Permit Request Form (if applicable)

If approved, a permit is issued after submission of the organization's Athletic Field Application

10. Certificate of Insurance

An organization's application is reviewed once ALL required documents are submitted.

****Organizations with debt to the City of Kansas City will not be permitted to use the athletic fields/courts until the balance is paid in full.****

Seasons

The Athletic Field Use Application must be submitted one season at a time. Spring (March 1 - May 31), Summer (June 1 - August 31), Fall (September 1 - October 31).

CITY ATHLETIC FIELDS & FACILITIES

Due to the limited number of fields, KCMOPR has established a priority use. Allocation of fields will follow the terms set forth herein as sustainability allows. First priority will be given to any KCMOPR program, activity, or event. KCMOPR has exclusive discretion in decisions on scheduling fields/courts and such decisions shall be final.

Priority Group Qualification

Priority use of fields/facilities will be allocated as follows:

- ***Group 1:** Non-profit Youth Recreational Organizations with at least 51% Kansas City residents.
 - Must be registered and operating only as a non-profit through the State of Missouri. Tax # and registered name must be provided.
 - Organization must be open for participation from all youth who reside in Kansas City.

***Group 2:** Non-profit **Adult** Recreational Organizations with at least 80% Kansas City residents.

- Must be registered and operating only as a non-profit through the State of Missouri. Tax # and registered name must be provided.
- Organization must be open for participation from all adults who reside in Kansas City.

Group 3: Other Non-Profit Youth Organizations with less than 51% Kansas City residents.

Group 4: Other Non-Profit Adult Organizations with less than 80% Kansas City residents.

Group 5: For-Profit Commercial Agency located within the city limits of Kansas City.

Group 6: For-Profit Commercial Agency located outside the city limits of Kansas City.

PROCESS FOR OBTAINING PERMITS

Athletic Field Use Request

Each organization is required to submit an Athletic Field Use Online Application for use of KCMOPR athletic fields/courts. Multiple use reservations may be made for more than one date or with re-curing weekly use. Any field/court use request that totals 9 or more dates within the calendar year requires a Facility Use Agreement that must be approved by the Parks & Recreation Board. Questions and/or requests regarding Facility Use Agreements should be addressed in writing to KCMOPR. **Submission of the online application does not constitute approval.** Approval is given according to priority group qualification as listed on page 4, after a payment or deposit is paid, proof of insurance may be required and when a permit is issued. Every effort will be made to accommodate the user group's use of fields. Priority of fields/courts will be given to traditional primary season sports and by priority grouping.

Permit Procedures

Requests to permit the use of KCMOPR athletic fields/courts are made through the Parks and Recreation Department located at Kansas City Parks and Recreation Administration Office, 4600 East 63rd St Trfwy Kansas City MO 64130. Groups of 10 or more individuals who wish to utilize an athletic field/court must complete an online application and sign the *Acknowledgement of Receipt* of the rules and regulations outlined in this guide. KCMOPR has exclusive discretion in decisions on scheduling of City fields and such decisions shall be final. Submission of the online *Athletic Field Use* Application is required and must be submitted a minimum of thirty (30) working days prior to the requested use date. Payment or deposit is due in full at the time the permit request is submitted. **Proof of insurance may be required prior to a permit being issued.** Game and practice schedules will be required for submittal and will be used by Parks and Recreation staff to insure fields are being used as allocated.

Portable Restrooms

User groups are required to reserve and pay for portable restrooms. KCMOPR will recommend number of necessary units based on size of rental.

Liability Insurance Requirements

FACILITY USER shall secure and maintain throughout the period of use contemplated under this agreement, general liability insurance from a company authorized to do business in the State of Missouri with policy limits of not less than \$1,000,000 per occurrence/2,000,000 in aggregate. If youth are involved coverage for sexual abuse and molestation is required with the same coverage amount and must be listed separately in the ACCORD Form or as an attachment. **The City of Kansas City, MO, its elected and appointed officials, officers, agents and employees shall be named as additional insured by endorsement.** Such policy or policies of insurance shall

further provide that said policies of FACILITY USER shall be primary over any insurance held by KCMOPR that may be applicable. The types and limits of insurance may be changed from time to time as determined by KCMOPR. FACILITY USER agrees to hold KCMOPR harmless and free from any liability of any nature arising out of the use of recreational facilities, to include reimbursement of any legal costs and fees incurred in defense of such claims.

General Indemnification

(a) For purposes of this Section only, the following terms shall have the meanings listed:

1. **Claims** means all claims, damages, liability, losses, costs and expenses, court costs and reasonable attorneys' fees, including attorneys' fees incurred by the City in the enforcement of this indemnity obligation.
2. **Licensee's Agents** means Licensee's officers, employees, subconsultants, subcontractors, successors, assigns, invitees, and other agents.
3. **City** means City and its agents, officials, officers and employees.

(b) Licensee's obligations under this Section with respect to indemnification for acts or omissions, including negligence, of City, shall be limited to the coverage and limits of insurance that Licensee's is required to procure and maintain under this Contract.

(c) Licensee shall defend, indemnify and hold harmless City from and against all claims arising out of or resulting from all acts or omissions in connection with this Contract caused in whole or in part by Contractor or Licensee's Agents, regardless of whether or not caused in part by any act or omission, including negligence, of City. Licensee is not obligated under this Section to indemnify City for the sole negligence of City.

(d) In no event shall the language in this Section constitute or be construed as a waiver or limitation of the City's rights or defenses with regard to sovereign immunity, governmental immunity, or other official immunities and protections as provided by the federal and state constitutions or by law.

Fee Payment/Deposit

- **Leagues**– *Deposit* due at time of online application submittal. KCMOPR will work with league organizer/group for payment schedule.
- **Individuals**– *Payment* due at time of online application submittal.
- **Tournaments**– *Payment* due at time of online application submittal.

Failure to pay will result in loss of field use. Additional fees will be applicable for unauthorized or extended field use beyond times listed on the permit and may result in the cancellation of current use and/or prohibition of future use.

Payments via check, money order or credit card are accepted.

****Organizations with debt to KCMOPR will not be permitted to use the athletic fields/parks until the balance is paid in full.**

Permit Cancellation and Refunds

Permits may be rescheduled. Permits adjusted by KCMOPR or due to inclement weather may be rescheduled as availability allows. Permits canceled by the user will **NOT** be refunded in full. KCMOPR may cancel use of fields/courts for any of the following:

- KCMOPR begins work involving any of the facilities.
- When the health and safety of participants are threatened due to impending conditions, including but not limited to, heavy rains, pesticide spraying, and forces of nature.
- Non adherence to *Athletic Field Use Policy* or City ordinance.

Fee Waivers or Reductions

Fee waivers or reductions are available for a variety of events, including sports, tourism, cultural, general and major community events and activities. There is a limit of two reductions or waivers per calendar year. The Director has the authority to add additional waivers.

Notice of Non Use of Field

Any organization that has been allocated space and does not intend to use it according to the permit issued shall notify KCMOPR so that the fields may be reallocated or otherwise used. **Non use of a field may result in revocation of the allocated field.** Please see “Three Strikes Rule” page 10.

ALLOCATION PROCEDURES

Allocation of fields will follow this Policy Guide. Fields will be allocated by priority use and permitted as sustainability allows (page 4). Fields will be allocated to teams/organizations based on the percentage of verifiable total Kansas City residents participating on that team/organization in relation to all teams in that priority group. Verification of Kansas City residency will be established by providing such documentation as KCMOPR staff deems necessary up to and including team rosters, player addresses, picture ID, utility bill, voter registration card. Unless written permission is granted by KCMOPR staff these are the operating hours.

Field use times will be divided into Prime time and Non-prime time.

Hours of use are: Monday through Sunday 8:00am-9:30pm.

****Prime time priority**** is given to **YOUTH** organizations Monday through Friday 4:00pm to 8:00pm and all day Saturday and Sunday from 8:00am-4:00pm.

Non-prime time priority is given to **ADULT** organizations Monday through Friday 8:00pm to 9:30pm and Saturday and Sunday from 4:00pm-9:30pm. As site specifics and sustainability allow.

Teams, organizations, and groups consisting of 10 or more individuals, will be required to provide schedules that indicate all allocated fields are being used.

Fields not being utilized by the appropriate organization or team indicated on the use schedules three (3) times during a season and/or the reserved period of use will be reassigned. Team and organizations will be notified when a field has gone without use by KCMOPR staff and also prior to reassignment. Please see “Three Strikes Rule” (page 10). KCMOPR reserves the right to reassign field assignments to accommodate the needs for tournaments and/ or special events. All organizations hosting tournaments on fields must meet with KCMOPR staff a recommended 30 days prior to tournament date to complete a Tournament Checklist Form. After all requirements for application of field use are met, a formal permit will be issued authorizing use of fields. Submission of field request does not constitute approval. **A copy of the permit must be available at each site approved for inspection by staff.**

FIELD/FACILITY RULES & REGULATIONS

In addition to the **online Athletic Field Use Application**, a completed copy of the *Acknowledgement of Receipt Form* is required. Applicants are required to abide by the specific rules of the application as well as other City codes. Failure to comply may result in a strike, retention of a group’s deposit, and/or cancellation of any current or future permits.

These rules include but are not limited to:

1. Groups consisting of 10 or more individuals wishing to use a field must acquire a permit with KCMOPR. Field use permit must be available during use and presented to any KCMOPR representative upon request. KCMOPR has exclusive discretion in decisions on scheduling of fields and such decision shall be final.

2. It is the responsibility of the organization liaison and the individual identified as the person in charge of the permit to enforce the rules and regulations regarding the conduct of the group while on permitted facilities, as well as make sure coaches receive and understand that permits must be on site during field use.
3. Use begins and ends at the times stated on the permit including setup and clean up. Groups are not allowed on fields prior to the start time on the permit and are required to have the fields clean, picked up and be off the fields at the ending time indicated on the permit. Additional fees will be charged for unauthorized or extended field use beyond times listed on the permit. Check your permit for specific times you may access the fields.
4. No subleasing of fields is allowed under any circumstance. ***Subleasing of fields may result in revocation of all permits.***
5. Parking is allowed only in designated areas. No vehicles are allowed on fields or property, other than parking lots, without written permission noted on the permit issued by KCMOPR. User groups must inform their participants and spectators to park in facility parking lots and public parking areas. It is the user's responsibility to alleviate traffic and parking issues. For large events, a parking plan and city street closure permit may be required in accordance with City ordinance.
6. Sale or consumption of alcoholic beverages are not allowed in parks and fields.
7. Fighting, threatening, disorderly conduct of any kind as well as abusive or vulgar language will not be tolerated.
8. Selling food or other items is not allowed without KCMOPR approval and must be noted on the permit.
9. **Banners may not be posted without KCMOPR approval** and noted on your permit
10. Property boundary walls and fences are not to be used as backstops at any time.
11. Portable goals and/or markers and storage units are allowed but must be removed daily.
12. At the conclusion of games or practice each **user group is responsible for picking up trash and debris and depositing it into the proper trash bins/dumpster. Adjoining areas must be clear of all trash.**
13. Please leave park areas immediately after games and practices safely and quietly, especially after late games. For the benefit of our community, please practice being good neighbors in residential neighborhoods.
14. Groups may not play on fields closed due to wet field conditions. It is the responsibility of groups to access field closure information by phoning the Rainout Line at (816) 306-3323 or accessing the Rainout Line App. It can be downloaded from the Apple App Store and Android Market.
15. **NO** alcohol, gambling, fireworks or flammable material, narcotics or drugs, firearms and weapons are allowed.
16. All permits must be available at the site during the event and readily available to any member of KCMOPR, Fire Department and/or Department of Inspectional Services.

Starting & Ending Use Times

KCMOPR fields may be permitted as available between 8:00am and 9:30pm. Use begins and ends at the times stated on the permit including setup and clean up. Groups are not allowed on fields prior to the start time on the permit and are required to have the fields clean, picked up and be off the fields at the ending time indicated on the permit. Field preparation and participant warm up allowed within the parameters of field use hours. Additional fees will be charged for unauthorized or extended use beyond times listed on the permit. Check your permit for specific times you may access the fields.

Allocation Procedure Formula

Fields will be allocated to teams/organizations based on the percentage of verifiable total Kansas City residents participating on that team/organization in relation to all teams in that priority group. *Note: the allocation of a half (1/2) field will be considered for youth & adult practices, depending on the number of team participants. Due to the limited field space, two (2) league organizations might be allocated a half field to be used at the same time.*

To resolve a discrepancy between two large youth organizations that request use of the same site/field, an allocation formula will be used to determine the number of fields/field areas that will be allocated to each organization. The total number of organization participants that are **Kansas City residents** will be divided by the minimum roster size for each sport to determine the total number of teams in an organization.

SITE SPECIFIC FIELD USE

Tournament Procedures

All general rules and reservation procedures as specified in the *Athletic Field Use Policy Guide* are applicable during tournaments. Additional provisions for tournaments are stated in this section. Tournament applicants must complete an online *Athletic Field Request Application*. Submission of this form does not constitute approval. Approval is given according to allocation policy, after fees are paid and when a permit is issued. Tournament applicants must receive KCMOPR approval to sell food, use a snack bar and/or barbeque, and will warrant a Concession Use Agreement approved by the Parks Board. This approval must be noted on the permit prior to use. All organizations conducting tournaments using KCMOPR fields must meet with KCMOPR staff a recommended 30 days prior to the tournament date and complete a *Tournament Checklist*. If it is expected that a gathering of 100 or more persons be expected, a **Police Detail** may be required. Game times and field use must follow all policies outlined in the *Athletic Field Use Policy Guide*.

Traffic and Parking

User groups must inform their participants and spectators to park in facility parking lots and public parking areas. If needed, user groups should post directional signs to assist participants and spectators to appropriate parking areas. When traffic and/or parking are an issue or during post season tournament play, the user group or organization must provide volunteers to direct participants and spectators to designated parking areas. It is the users responsibility to alleviate traffic and parking issues. No vehicles are allowed on fields or property, other than parking lots, without written permission noted on the use permit issued by the KCMOPR.

Standard First Aid Supplies

It is the responsibility of each organization/group to purchase their own first aid supplies and have them readily available on site during their use of fields. Supplies include, but are not limited to: ice packs, band-aids, and sling.

MAINTENANCE ISSUES

Rest And Renovation

An annual rest and renovation program is scheduled at all sites to maintain field sustainability. KCMOPR does attempt to be flexible in accommodating user groups but, ultimately, the health and safety of the user and the condition and playability of the fields takes priority. This may require the closure of fields or facilities, denial of use of a field, and/or alternate sites for athletic use.

Athletic Field Lining/Marking

Lining of fields is prohibited without a permit.

Burning lines on fields is not permitted.

Any user failing to comply with established guidelines and notification requests are subject to pay for all damages occurring to the facility and the termination of field use permit.

Field Modifications

Requests to modify, resize, add multiple field use, or improve any field or facility shall be submitted with conceptual drawings to the KCMOPR. **No temporary or permanent structures or equipment shall be erected on any facility unless approved by the Division and is dedicated for community use.** Submission of a request to modify or improve a site does not constitute approval. Approval will be given according to policy. Approval will be provided in the form of a written document and will outline the scope of the project as approved. Adding additional fields to a site without written permission from KCMOPR staff will result in a Strike permit getting taken away. Modified fields for multiple use will be billed appropriately.

FIELD CLOSURE PURPOSE & POLICY

KCMOPR athletic fields/courts have been designed and are maintained for the enjoyment and use of Kansas City residents. The purpose of this policy is to guide the use of athletic fields/courts, to prevent damage to the playing surface and injuries to field users brought upon by inclement weather or unsafe playing conditions. An effective field maintenance program is essential for safe, quality conscious fields and sport complexes. User groups are asked for assistance by accepting and adhering to these rules. Groups who use athletic fields and facilities are expected to assist in protecting their participants and fields during periods of rain or inclement weather. **It only takes one practice or game to destroy a field that is not ready for play.**

Policy

KCMOPR reserves the right to cancel or suspend outdoor facility or field use permits for games, practices and other uses whenever field conditions could result in damage to the fields or injury to players. Permits may also be cancelled when the health and safety of participants are threatened due to impending conditions, including but not limited to heavy rains, weather alerts, pesticide application, and forces of nature.

Procedure

KCMOPR shall have the authority to close any or all athletic fields whenever weather or field conditions dictate. **During inclement weather, KCMOPR staff shall be responsible for assessing field conditions and updating field status.** Should weather conditions deteriorate, staff will reassess field playability and close fields if conditions dictate. Field use or playability will be determined by safety conditions and/or hazards that could be deterrent to the welfare of user/players; existing and forecasted weather conditions for the day; and potential damage to the field due to play or practice use.

Inclement Weather Field Closures

In the event of inclement weather fields may be closed. **It is the user group's responsibility to call the Rainout Line at (816) 306-3323 or from the Rainout Line App. It can be downloaded from both the Android Market and Apple App Store. Groups cannot play on fields that have been closed.** If use does take place when the fields have been closed, KCMOPR may bill the user group for damage to the fields and/or revoke permits. User group is responsible for any damages caused to a field by playing in questionable weather. **This includes, but not limited to damages done trying to dry out the field such as digging ditches, raking mud into the fencing, pushing water into the outfield/grassy areas or applying a drying agent.** Violations will constitute a strike against the organization and/or may result in cancellation of your permit- see "Three Strikes Rule" page 10.

THREE STRIKES POLICY

Purpose

The purpose of this policy is to implement a systematic method of enforcing the *Athletic Field Use Policy Guide*.

Policy

KCMOPR reserves the right to cancel or suspend field and facility permits for games, practices, and other usages based upon user groups violating the established *Athletic Field Use Policy Guide*.

Examples (Include but not limited to the following.)

In the event of inclement weather, wet fields may be closed. It is the user organizations/groups responsibility to call the Rainout Line at (816) 306-3323 or from the Rainout Line App. It can be downloaded from both Android Market and The Apple App Store. Organizations/groups cannot play on fields that have been closed.

- If play does take place the user organizations/groups may be billed for damage to field(s). Violations may constitute a strike against the organizations/groups.
- If fields are not used as requested, permits may be rescinded. Organizations/groups not using fields as stated on the permit may lose field and/or priority field allocation consideration for future allocations. Violations may constitute a strike against the organizations/groups.
- Any user organizations/groups that has been allocated space and does not intend to use it regularly, shall notify KCMOPR so fields may be reallocated or otherwise used at their maximum. Violations may constitute a strike against the organization/group.

Strike One*

Strike one consists of documented activity in direct violation of the *Athletic Field Use Policy Guide*.

Penalty- A letter will be written to the user group's representative documenting the violation. A field report and/or pictures of the violation will be included for reference. The letter will be placed in the group's file.

Strike Two*

Strike two occurs after a second documented violation within one year (365) from first strike.

Penalty- The group will be informed by letter that a KCMOPR staff member may be assigned to their permitted activity at the respective park where the violation occurred. The permitted group will be billed for the assigned hours of the staff member at the appropriate rate per hour. The staff member's duty will be to monitor activity at the site and to report further violations to KCMOPR.

Strike Three*

The third documented violation within a one year (365 days) time frame from the first violation.

Penalty- Permits will be revoked for the remainder of the year and possible loss of future allocation.

APPEALS

Appeals must be submitted in writing and no later than thirty (30) days after being informed of the violation to KCMOPR.

