

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

**Tuesday, January 28, 2024
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.

Workshop

1 p.m. – Community Assessment – SFS Architects

1:40 p.m. - Southeast Community Center – 1% for Art Project – James Martin

Board Meeting

Call to Order – President Beth Haden

Roll Call

Closed Session

Agenda

1. Considering Board approval of the December 10, 2024 Board Minutes. **Attachment A**
2. **Resolution #32727**– Considering Board approval of the Fiscal Year 2025-2026 Park Maintenance Levy and Boulevard and Parkway Front Foot Assessment Fees. **Attachment B**
3. **Resolution #32728** – Considering Board approval of a Memorandum of Understanding with the Mill Creek Association for the Maintenance and upkeep of Mill Creek Park. **Attachment C**
4. **Resolution #32729** – Considering Board of as Facility Use with Concessions Agreement with the Kansas City St. Patrick's Day Parade. **Attachment D**
5. **Resolution #32730** – Considering Board approval of Facility Use with Concession Agreement with Negro Leagues Baseball Museum for the Heart of America Hot Dog Festival. **Attachment E**
6. **Resolution #32731** - Considering Board approval of an Facility Use with Concession Agreement with The Winners Circle Collective. **Attachment F**
7. **Resolution #32732** – Considering Board approval of a Facility Use without Concessions Agreement with Big Bear Tournaments for the use of Line Creek Community Center. **Attachment G**
8. **Resolution #32733** - Considering Board approval of a License Agreement with CIVICPLUS to provide technology services. **Attachment H**
9. **Resolution #32734** – Considering Board approval of a Facility Use without Concessions Agreement with the Patel Family Volleyball for the use of Tony Aguirre Community Center. **Attachment I**

10. **Resolution #32735** - Considering Board approval of the PROTECT grant application titled 63rd Street Junction & Watershed Resiliency Improvements Project for the intersection of 63rd Street, The Paseo, and Meyer Boulevard. **Attachment J**
11. **Resolution #32736** - Considering Board approval of a Encroachment License Agreement with Branch Pattern for a sign fixture at 1508 Grand Boulevard. **Attachment K**
12. **Resolution #32737** - Considering Board approval of a Change Order #4 (Final Change Order) with Amino Brothers Co, in the amount of \$583,285.55 and extending the final completion date to January 30, 2025. **Attachment L**
13. **Resolution #32738** - Considering Board approval of a Covenant Agreement with North Kansas City Public Schools for maintenance of a public stormwater outfall system at Lakewood Greenway. **Attachment M**
14. **Resolution #32739** – Considering Board approval of a Bid Award to CM Concrete Inc. for the Blue River Trail Marth Trauma Connector Project in the amount of \$528,016. **Attachment N**
15. **Resolution #32740** - Considering Board approval of a Contract with Kansas City Community Gardens Giving Grove in the amount of \$52,000. **Attachment O**
16. **Resolution #32741** - Considering Board approval of Amendment #2 with American Lawn & Landscape, Inc. for Tree Planting Services in the amount of \$200,000, bringing the total contract amount to \$1,760,000. **Attachment P**
17. Directors Update
18. **Public Hearing – Public Testimony is Limited to 2 Minutes.**
19. 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.



Intra-Departmental Communication

DATE: January 28, 2025

TO: Board of Parks and Recreation Commissioners

FROM: James Wang, P.E. - Planning & Design Division

RE: Kansas City Parks and Recreation Community Centers Needs Assessment
Pre-design from SFS Architecture – Board Workshop

The Parks and Recreation Department entered into an Agreement with SFS Architecture for predesign services including in-depth conditions assessment, operations analysis, and planning for the ten Kansas City Community Centers. The effort built upon data developed during the Kansas City Parks Masterplan project.

The SFS team began work in April 2024. Work consisted of: **Task 1** - Conducting a survey of facility staff and a visual assessment of the 10 community centers, compiled that data and made recommendations to remedy deficiencies observed.; **Task 2** - Conducted an operational analysis of the centers, compiling data into recommendations addressing thee challenges observed.; **Task 3** - Recommendations were finalized, balancing recommendations from both Task 1 and Task 2 against themselves as well as KC Park's budget and maintenance schedules.

Following the conclusion of each task, a review period was given for KC Parks staff to comment on the developing information and these comments were incorporated into the documents.

SFS Architecture will be presenting to the Board the draft of the Final Report for your review and comments.

**BOARD MEETING
December 10 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

4 p.m. – Open Discussion

4:30 p.m. – Starlight Theatre Campaign Update – Lindsey Rood-Clifford

Board Meeting

Call to Order – President Beth Haden

Roll Call:

Board Members Present: President Haden, Commissioner Contreras, Commissioner Meier and Commissioner Smith

Board Members Absent: Commissioner Taylor

On a motion by Commissioner Smith, duly seconded by Commissioner Meier, the Board approved the Board Minutes for November 19, 2024 with the following correction to minutes, “the minutes were approved by Commissioner Contreras, duly seconded by Commissioner Taylor”.

Resolution #32691 – Board Approval of the Kansas City Museum Stage II Construction for Carriage House, Conservatory Lodge and Carpenters Shed

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras, the Board approved the Kansas City Museum Foundation Stage II Construction for the Carriage House, Conservatory Lodge and Carpenters Shed, work to be done by JE Dunn Construction Company.

Background: On October 21, 2021, the Kansas City Museum Foundation (KCMF) reopened Corinthian Hall after years of architectural design (2014-2017) by International Architects Atelier (IAA) and construction by JE Dunn Construction (2017-2021). Because of the size, scope, and cost of the expansive restoration and renovation—5 historic buildings on 3.5 acres plus additional historic structures and new construction—the project was intended to be completed in several phases of architectural design with IAA and stages of construction with JE Dunn. Stage I was the completion of Corinthian Hall.

Since the reopening of Corinthian Hall, the KCMF has been working with IAA on architectural design for the four remaining historic buildings (Carriage House, Lodge, Conservatory, and Carpenter’s Shed) on the property and JE Dunn on cost estimates. Currently, the KCMF has an MOU with the Missouri State Council on the Arts for funding appropriated by the Missouri State Legislature in the amount of \$4,480,847, which needs to be spent by June 30, 2025. This funding was championed and secured by former Senator John Rizzo, Senator Barbara Washington, and Senator Lincoln Hough.

The plan currently is to prioritize the exterior restoration of the historic buildings and structures using both the state funds as well as private funding. This work comprises Stage II of the multi-staged, multi-year project and requires completing architectural design drawings, environmental testing and abatement, demolition, and construction. This critical work will protect the historic buildings from further dilapidation and ready them for future interior restoration and renovation. Additional future stages of construction with JE Dunn will follow as the KCMF secures more private funding.

KCMF will contract with JE Dunn for an estimated price of \$5 million using both the state funding and private funding. This contract shall comply with the City's minority and women's business enterprise participation goals, bonding and insurance requirements, prevailing wage, construction employment program, affirmative action program, civil rights and anti-discrimination laws, E-Verify Program for Employment Verification, and Missouri Domestic Buy American Act. As stated in the contract between the KCMF and the Parks Department, "all construction contracts on city owned property that exceed \$300,000 must be approved by the Parks Board."

Resolution #32692 – Resolution for the removal of Park Property of Longfellow Park (3.42 Acres)

On a motion by Commissioner Contreras, duly seconded by Commissioner Smith, the Board approved the Resolution for the Removal of Park Property — Approximately 3.42 acres of Longfellow Park located between E. 25th Street and E. 26th Street, and between Gillham Road and Cherry Street from the park system and authorized the Director or designee to submit the Resolution to the City Clerk.

Background: The City of Kansas City has a tradition of partnering with not- for- profit organizations for public purposes to provide community services that benefit the citizens of Kansas City. Ronald McDonald House Charities of Kansas City (RMHKC) has been using the land and building at 2502 Cherry Street to provide free housing, lodging, and other services to thousands of families with sick children at nearby pediatric hospitals in Kansas City each year since 2006.

RMHKC has an increased and growing need for expanding available free housing and lodging to families of ill and injured children for nearby access to pediatric hospitals within Kansas City at the 2502 Cherry location in Longfellow Park. RMHKC has reached out to the Parks Board to discuss the possibility of purchasing Longfellow Park to expand its services such proposal would include the City receiving an agreed upon price for the land, where such an agreement would also require approximately 1.5 acres of designated land to remain open and available to the public. During this process, the Parks Department also determined that Sheila Kemper-Detrich Park, which is located between E 26th Street and E 27th Street, and between Gillham Road and Cherry Street and is approximately a 1/2 block away from Longfellow Park, would provide Kansas City residents with appropriate use of park land in close proximity.

This Board Resolution will ask for approval and recommend that the Council enact an election ordinance that would present to the voters of Kansas City a question to remove approximately 3.42 acres of Longfellow Park from the park system and convey said property to a not-for-profit corporation for the public purpose of expanding available free housing and lodging to families of ill and injured children for nearby access to pediatric hospitals within Kansas City.

Resolution #32692

WHEREAS, the City of Kansas City has a tradition of partnering with non- for- profit organizations for public purposes to provide community services that benefit the citizens of Kansas City; and

WHEREAS, Ronald McDonald House Charities of Kansas City ("RMHKC") has been using the land and building at 2502 Cherry Street to provide free housing, lodging, and other services to thousands of families with sick children at nearby pediatric hospitals in Kansas City each year since 2006; and

WHEREAS, the Board of Parks and Recreation Commissioners of the City (the "Parks Board") has determined that RMHKC has an increased and growing need to serve and care for the families of ill and injured children that reside within the City, and throughout the City's region, with close and nearby access to the children

who are receiving treatment, services, and care at pediatric hospitals within the City, and, the 3.42 acres of Longfellow Parks should be conveyed to non-for-profit corporation based on terms and consideration acceptable to the City and the Parks Board for purpose of expanding housing, lodging and other services for sick children and deems this a public purpose; and

WHEREAS, the Parks Board has determined that Sheila Kemper-Detrich Park, which is located between E 26th Street and E 27th Street, and between Gillham Road and Cherry Street and is approximately a 1/2 block away from Longfellow Park, provides Kansas City residents with appropriate use of park land in close proximity; and

WHEREAS, City Charter section 1004(b) reads: "If any property is determined by the Board of Parks and Recreation Commissioners to be no longer necessary or appropriate for park, parkway, or boulevard use, such property may be removed from the park system by a vote of the people"; and

WHEREAS, such removal of this parkland would only be to convey said property to a not-for-profit corporation in response to a Request for Proposal, and based on terms and consideration acceptable to the City, including receiving an agreed upon price for the land, where such an agreement requires approximately 1.5 acres of designated land to remain open and available to the public, and a reversionary interest to the City of the designated 1.5 acres of open and publicly available land if the purchaser ceases to operate as a not-for-profit corporation providing these free services; and

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

That the Board does hereby approve and recommend that the Council enact an election ordinance, in substantial conformance to the copy attached and incorporated herein as Exhibit 1, that would present to the voters of Kansas City at a future election a question, whether Land containing approximately 3.42 acres described as:

Legal Description:

Approximately 3.42 acres of Longfellow Park generally located between East 25th Street and East 26th Street, and between Gillham Road and Cherry Street and convey said property to a not-for-profit corporation, for the public purpose of providing and expanding a campus to provide families with access to free housing, lodging and services that are nearby pediatric hospitals within the City and authorize the City to convey said property for terms and consideration as the City may determine acceptable.

I, Karmen D. Houston, Secretary to the Board of Parks and Recreation Commissioners, do hereby certify that the above is a true and exact copy of **Resolution #32692**, adopted by the Board of Parks and Recreation Commissioners on Date, and recorded in the official proceedings of that date.

BOARD OF PARKS AND RECREATION COMMISSIONERS

BY: _____

Karmen D. Houston, Secretary

Resolution #32693 – Amended and Restated Agreement for Ground Lease with Children’s Mercy Hospital

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras, the Board approved the Amendment and Restated Agreement with Children’s Mercy Hospital and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: The Board of Parks and Recreation Commissioners and Children’s Mercy Hospital (“CMH”) entered a ground

lease on June 5, 2007. Pursuant to Ground Lease, CMH was obligated to construct certain Parks Improvements to Hospital Hill Park. The Park Improvements completed by Children Mercy Hospital in Hospital Hill Park include walking and exercise trails, a basketball court and other park amenities. The Lease also obligated CMH to commence construction by June 5, 2022, on a 300-seat auditorium accessible to the public.

CMH has completed the construction in 2020 of a 370-seat auditorium within the CMH renovation project and the public may reserve through CMH. CMH completed \$1,000,000 in park improvement to Hospital Hill Park. CMH has been performing day to day maintenance on Hospital Hill Park and Nutter Playground for the duration of the agreement. CMH has been utilizing the gravel lot east of Hospital Hill throughout the duration of the agreement.

On May 10, 2022, the Board approved a Resolution to amend the Ground Lease to extend Children Mercy Hospital's time completion of the agreement from June 5, 2022, until December 31, 2022. Amendment 2 was signed on December 12 extending the term of the agreement to June 30, 2023.

An agreement was approved at the November 14, 2024, Park Board meeting for a new agreement for the use of the gravel and lot for an annual fee. An amendment was administratively approved for extending the term of the old agreement to March 31, 2024.

This new agreement will permit CMH to construct a new parking lot on the existing site and plan for a cost not to exceed \$1,000,000 for these improvements. CMH will follow city's procurement and insurance requirements. CMH will maintain and take care of the parking lot improvements. Initial term of the agreement is ten years and renewable for additional five years for \$1 per year. After this first fifteen years both parties will have an appraisal for lease value completed and the new term will be the value established by the appraisal report. Park users of Hospital Hill Park will have 5 spaces dedicated for park users only to park a vehicle while visiting the park.

Resolution #32694 – Ground Maintenance Services Extension to the Contract for Parks with Eyedea Care Solutions

On a motion by Commissioner Smith, duly seconded by Commissioner Meier, the Board approved the Ground Maintenance Services Contract with Eyedea Care Solutions and authorized the Director or designee to execute the contract on behalf of the Board.

Background: Since 2024, parks mowing contracts have been sent to bid and awarded to contractors based on the lowest and best bid. 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 five (5) years total per the awarded bid rates.

The Board approved awarding the contracts at the following rates for the number of acres specified:

Resolution #32694 - South District (Arbor-Villa) to Eyedea Lawn Care Solutions for \$4,294.00 fertilization, post emergent, aerification, overseeding and mowing.

Resolution #32695 – Ground Maintenance Services Contract Extension for Right-of-Ways with Eyedea Care Solutions

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras the Board approved the Contract with Eyedea Care Solutions and authorized the Director or designee to execute the contract on behalf of the Board.

Background: The right-of-way mowing contract was awarded in 2024 to contractors based on the lowest and best bid.

Currently, the average cost per turf acre per cycle for grounds maintenance services for rights-of-way will be approximately \$81.48, but that doesn't account for parks contracts that are going back out to bid for the 2025 mowing

season. 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 five (5) years total per the awarded bid rates.

The Board approved awarding the contracts at the following rates for the number of acres specified:

Resolution #32695 - North District (Broadway Ext) to **Eyedeal Lawn Care Solutions** for \$1,850/acre for 14 acres.

Funding for these services is found in the Street Maintenance Fund and Right-of-Way Mowing Category, account number 2060-702225-616150.

Resolution #32696 through Resolution #32697 – Ground Maintenance Service for Parks

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras, the Board approved **Resolution #32696 and Resolution #32697 for Ground Maintenance Services for Parks** and authorized the Director or designee to execute the contracts on behalf of the Board.

Background: Parks mowing contracts were sent out for bid in 2024 and awarded to contractors based on the lowest and best bid.

Currently, the average cost per turf acre per cycle for ground maintenance services for parks will be approximately \$67.33, but that doesn't account for parks contracts that are going back out to bid for the 2025 mowing season.

The original agreement included sixteen cycles (16) an additional six (6) cycles will be added to the new agreement for a total of Twenty-two (22) cycles.

This year's contract grants the option during the term of this Contract, upon properly executed amendment, to extend the term of this Contract for up to five (5) years ending in 2030, per the awarded bid rates.

The Board approved awarding the contracts at the following rates for the number of acres specified:

Resolution #32696 - Central District (CO1P) to **DLLC** for \$67.33/acre for 52.1 acres.

Resolution #32697 - North District (NO1P) to **Turf Boss** for \$49.79/acre for 100.30 acres.

Funding for these services is found in the Parks Fund Region Park Maintenance Category, account number 2030-702120-616150.

Resolution #32698 through Resolution #32702 – Ground Maintenance Services for Boulevards and Parkways

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras the Board approved **Resolutions #32698 through Resolution #32702** for Grounds Maintenance Services for Boulevards and Parkways and authorized the Director or designee to execute the contracts on behalf of the Board.

Background: The Boulevard mowing contracts were sent out for bid in 2024 and awarded to contractors based on the lowest and best bid.

Currently, the average cost per turf acre per cycle for grounds maintenance services on Boulevards and Parkways will be approximately \$81.48, but that doesn't account for boulevards and parkway contracts that are going back out to bid for the 2025 mowing season

The original agreement included sixteen cycles (16) an additional six (6) cycles will be added to the new agreement for a total of Twenty-two (22) cycles.

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 Five (5) years total per the awarded bid rates.

The Board approved awarding the contracts at the following rates for the number of acres specified:

Resolution #32698 - North District (NO1B) to **Turfboss** for \$51.00/acre for 45 acres

Resolution #32699 - North District (NO2B) to **Turfboss** for \$55.00/acre for 71.80 acres.

Resolution #32700 - North District (NO3B) to **Turfboss** for \$50.00/acre for 43.3 acres.

Resolution #32701 - North District (NO4B) to **DG Lawns**caping for \$61.01/acre for 68.50 acres.

Resolution #32702 - North District (NO5B) to **Turfboss** for \$62.65/acre for 66.85 acres.

Resolution #32703 – Donation Agreement with Kansas City Hockey Youth Association

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras, the Board approved the Agreement with Kansas City Hockey Youth Association and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: Kansas City Hockey Youth Association (KCHYA) is a non-profit corporation, all KC Metro Hockey teams are members of KCHYA and several of the teams play hockey league games at the Line Creek Community Center (LCCC). The current scoreboard at LCCC is twenty-nine years old, outdated, and unrepairable due to unavailable parts. KCHYA has approached the Parks Department to replace the scoreboard, but the Department has no budgeted funds to purchase a new scoreboard. KCHYA desires to make a charitable donation of a new scoreboard to the LCCC, the value is approximately \$10,000 to enhance the hockey game experience at the Center. KCHYA acknowledges and agrees that it will be responsible for the maintenance and repair of the Scoreboard through the duration of the useful life of the Scoreboard as determined by the City.

The Parks and Recreation Department and KCHYA will enter into a donation agreement to allow the donation of the scoreboard. The donation will allow KCMO Parks and Recreation and KCHYA to provide the ice rink users with a scoreboard to improve the game experience.

KCHYA will be allowed to affix on the surface of the Scoreboard a plaque or sign that states “Donated by KCHYA” to note or to commemorate the donations. This sign will remain on the surface of the Scoreboard for the existence of the scoreboard or should KCHYA dissolve.

Resolution #32704 – Facility Use without Concessions Agreement with 24 Hour Faith Training Center

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras, the Board approved the Agreement with 24 Hour Faith Training Center and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: 24 Hour Faith Training Center is requesting the use of facilities at Gregg Klice Community Center for the purpose of conducting church services on Sundays from 10:00 a.m. – 12:30 p.m.

They will compensate \$75.00/hour for facility usage, \$187.50/day, for a total estimated payment of \$3,937.50. The terms of this agreement will begin December 15, 2024, and end April 27, 2025.

24 Hour Faith Training Center will provide commercial general liability insurance per City’s requirements.

Resolution #32705 – Real Estate Sale Contract to Purchase Property at 5521 NE San Rafael Drive

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras the Board approved the Real Estate Sale Contract with Gracemor-Randolph Community Council in the amount of \$165,000 for the purchase of the property at 5521 NE San Rafael Drive as an addition to San Rafael Park and dedicate the property as parkland.

Background: The proposed purchased property, located at 5521 NE San Rafael Drive, is currently serving as a private open space tract serving the Gracemor-Randolph Neighborhood Association. This property is legally described below as:

All that part of the Northeast 1/4 of Section 34, Township 51, Range 32, in Kansas City, Clay County, Missouri, described as follows: Beginning at the Northeast corner of Lot 2, Block 14, as now of record on the recorded plat of Gracemor (2nd Plat), a subdivision of land in Kansas City, Clay County, Missouri; thence North 0 degrees 18 minutes 40 seconds West, 1059.34 feet parallel to the east line of said Northeast 1/4 to a point 508.81 feet South of the North line of said Northeast 1/4; thence West, 622.42 feet; thence South 56 degrees 18 minutes 47 seconds West, 50.82 feet; thence South 7 degrees 31 minutes 11 seconds West, 200.20 feet; thence South 23 degrees 37 minutes 10 seconds East, 70.40 feet; thence South 64 degrees 58 minutes 06 seconds West, 141.09 feet to a point on the East line of North Skiles Avenue as shown in said Gracemor (2nd Plat); thence Southerly along said East line on a curve to the left with a radius of 475 feet, the tangent of which at said point has a bearing of South 22 degrees 00 minutes 53 seconds East, a distance of 50.02 feet; thence North 64 degrees 58 minutes 06 seconds East, 139.85 feet; thence South 23 degrees 37 minutes 10 seconds East, 53.72 feet; thence South 38 degrees 14 minutes 12 seconds East, 239.20 feet; thence North 63 degrees 34 minutes 19 seconds East, 51.46 feet; thence North 0 degrees 18 minutes 40 seconds West, 54.65 feet; thence North 89 degrees 41 minutes 20 seconds East, 290.00 feet; thence South 0 degrees 18 minutes 40 seconds East, 270.00 feet; thence South 89 degrees 41 minutes 20 seconds West, 189.06 feet; thence South 38 degrees 14 minutes 12 seconds East, 422.11 feet to a point on the Northerly line of Lot 2, said Block 14; thence North 59 degrees 51 minutes 18 seconds East, 76.81 feet along said Northerly line to the point of beginning, EXCEPT that part condemned for park purposes under Case No. 37016, by Kansas City, a Missouri municipality, by instrument filed October 27, 1969, as Document No. C-39115, in Book 1027, at Page 561.

The purchase of this property would increase the size of San Rafael Park from 26.17 to 34.39, for a net increase of 8.22 acres. A Phase I Environmental Assessment was ordered by SCS Engineers for this parcel and no recognized environmental conditions were observed.

Exhibit A

Location Map

5521 NE San Rafael Drive



Resolution #32706 – Agreement with Gracemore-Randolph Neighborhood Association

On a motion by Commissioner Contreras, duly seconded by Commissioner Meier, the Board approved the Agreement with Gracemore-Randolph Neighborhood Association and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: The Grace-Randolph Community Council (GRCC) has offered to sell the property located at 5521 N.E. San Rafael Drive to the City. This property abuts the San Rafael Park and will be incorporated into the San Rafael Park after the City purchases the property.

The Board of Parks and Recreation Commissioners is being requested to enter into a Cooperative Agreement with the Grace-Randolph Community Council (GRCC) for the demolition of the existing pool and pool house along with other park improvements to this property.

All improvements will be reviewed and supervised by the Parks Department and would include the option of the construction of sport fields, parking, trails, gate/fence repairs, or any other amenities identified by future public engagement with the neighborhood.

GRCC will be solely responsible for the cost of demolition and park improvements not exceeding \$165,000.

Resolution #32707 – Amendment #4 with SK Design Group, Inc. – Trolley Blue River Connector Trail Segment 2

On a motion by Commissioner Contreras, duly seconded by Commissioner Meier, the Board approved Amendment #4 with SK Design Group, Inc. for the Trolley Blue River Connector Trail Segment 2 Project in the amount of \$33,426 and authorized the Director or designee to execute the amendment on behalf of the Board.

Background: The Indian Creek Trail and Blue River Trails are trail segments within the MetroGreen system that connect parks and communities in the Kansas City MO area. The Trolley Trail was constructed in the 1990's under the KCATA and extends from Dr. Martin Luther King Jr Blvd to 85th and Prospect Ave. There is a missing link between these three trails. The first phase of the Trolley Connector Trail completed the missing link of trail from the confluence of Indian Creek and the Blue River to E.95th St. The next phase is called Trolley-Blue River Connector Trail Segment 2-TAP 3301 (511) and connects E. 95th St to Prospect Avenue along the Blue River.

On January 3, 2017, an agreement was executed with SK Design Group, Inc for the scope of work that included designing a new trail segment from E 95th Street to Prospect Avenue along the Blue River. The scope included securing all necessary local, state, and federal permits. The agreement amount with SK Design Group, Inc was \$64,200. On August 25, 2021, Amendment #1 was executed in the amount of \$9,500 for the scope of work that included new alignment around new levee work performed by KC Water. On June 7, 2022, the Board approved Amendment #2 in the amount of \$5,000 for additional service for Geotechnical work associated with the area of the trail connecting to the existing Levee system. On August 8, 2023, Amendment #3 was executed in the amount of \$154,910 to add construction inspection services for Segment 2 and surveying and concept design for the trail segment needed to connect Blue River Trail to the Trolley Track Trail along Prospect Ave. Amendments #1, #2, and #3 increased the total contract amount to \$223,610 and extended the completion time of the agreement until December 22, 2024.

Amendment #4 in the amount of \$33,426 will add additional field surveying, design services, and utility coordination services to realign a portion of the trail design to alleviate utility concerns. It will extend the agreement time to December 22, 2025 and will bring the total contract amount to \$257,036. MBE/WBE Goals are 14% and 14%. Funds for Amendment #4 are available in account 3090-708509-619580-70204916. This project is funded with PIAC funding, the Federal TAP grant, and developer allotment funding.

Resolution #32708 – Change Order #1 with National Streetscape for Buckeye Greenway Pedestrian Bridge

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras, the Board approved Change Order #1 with National Streetscape for Buckeye Greenway Pedestrian Bridge in the amount of \$137,800.00 extended the contract time by 150 calendar days and authorized the Director or designee to execute change order on behalf of the Board.

Background: On November 14, 2023, the Board awarded the construction of Buckeye Greenway Pedestrian Bridge and demolition of the old concrete bridge. Buckeye Greenway was acquired in 1957 and contains 72 acres. The park runs from MO 210 Highway and N. Brighton to N.E. 37th Street. The project location is in the northern portion of the greenway. In 2016 a pedestrian bridge was constructed to connect the Chouteau Estates neighborhood to Chouteau Elementary School. An existing, old concrete pedestrian bridge was already in place for the eastern crossing of Buckeye Creek and the next priority for the greenway was to replace that bridge with a new bridge. The contract amount for construction was \$376,390.00 and a 10% contingency was encumbered, for a total of \$414,029.00.

Change Order #1 in the amount of \$137,800.00 will allow the construction of 1,400 linear feet of 7-foot wide, 6-inch thick concrete trail, a small shelter on a 6-inch thick concrete slab, and furnishings. Change Order #1 will add 150 calendar days to the contract time and will bring the total contract amount to \$514,490.00.

Funding for this contract is provided through PIAC funds in account #3090-708109-611080-70204924 and #3090-708109-B-70223100 and Developer's Allotment Fund. CREO-KC set utilization goals of 15% MBE and 15% WBE for this project. The National Streetscape Inc. utilization goals of 16% MBE and 15% WBE were approved by CREO-KC on October 16, 2023.

Resolution #32709 – Acceptance of the National Park Service Outdoor Recreation Legacy Program Grant Award for Swope Park Improvements

On a motion by Commissioner Contreras, duly seconded by Commissioner Meier, the Board accepted the National Park Service Outdoor Recreation Legacy Program Grant Award and authorized the Director or designee to execute the necessary documents from National Park Service and the Missouri Department of Natural Resources on behalf of the Board.

Background: The NPS ORLP has awarded funding to the Swope Park Improvements project in the amount of \$4,250,000. This project will include design and construction of improvements to the northwest portion of the park and will include of a new trail, a destination playground, renovations to five shelters and the bandstand, and pedestrian and bicycle safety interventions along access roads. This project requires a local match of \$4,250,000 to be provided by Parks GO Bond funding.

Missouri Department of Natural Resources (MoDNR) is the administrator of the grant funds on behalf of NPS and assisted with application for this grant. This agreement will require City Council approval because it requires the estimation of revenue for the \$4,250,000 ORLP Grant.

Park Service and the Missouri Department of Natural Resources on behalf of the Board.

Resolution #32710 – Agreement with KC Care Health Center – Property at 3535 Broad Boulevard

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras, the Board approved the Agreement with KC Care Health Center and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: The Board of Parks and Recreation Commissioners is being requested to enter into an Encroachment License agreement with Kansas City Care Clinic DBA KC Care Health Center, a Missouri Limited Liability Company (Licensee), the owner of the property located at 3515 Broadway Boulevard, for use of adjacent boulevard right-of-way for construction and maintenance of 67.38 sf of accessible ramp, stairway & landing for Licensee's storefront entrance. This agreement defines both license and maintenance terms for the use of the boulevard right-of-way adjacent to the subject property.

The licensee will be responsible for securing permits, construction, maintenance, and repair of the accessible entranceway. 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 \$1,212.84. Furthermore, the agreement defines the conditions by which modifications and cancellations may occur.

Resolution #32711 – Encroachment License Agreement with 1111 Grand LLC - Hotel Canopy

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras, the Board approved the Encroachment License Agreement with 1111 Grand LLC and authorized the Director or designee to execute the agreement on behalf of the Board.

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 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.

Resolution #32712 – Encroachment License Agreement with 1111 Grand LLC – Valet Parking

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras, the Board approved the Encroachment License Agreement with 1111 Grand LLC and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: The Board of Parks and Recreation Commissioners is being requested to renew an Encroachment License agreement with 906 Grand Boulevard Hospitality, LLC. The Land Clearance for Redevelopment Authority of Kansas City (LCRA) owns and leases to 906 Grand Boulevard Hospitality, LLC, a Limited Liability Corporation (Licensee), of the property located at 906 Grand Blvd. The licensee desires to operate a valet parking service for its hotel on the premises under the terms of this agreement. Therefore, agreement is for non-exclusive permission to enter upon at least three car lengths directly in front of the premises, between the curb and public sidewalk of the Kansas City AC Hotel at 906 Grand Blvd, all together having a total combined projection of 525 SF and calculated at a rate of \$15 per SF. This agreement defines both license and maintenance terms for the use of the 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 and keeping it in a clean and safe condition for use as valet parking services in exchange for annual compensation not to exceed \$7,875.00. Furthermore, the agreement defines the conditions by which modifications and cancellations may occur.

Resolution #32713 – Encroachment License Agreement with Darden Restaurants, Inc. and Capital Grille Holdings – 4760 Broadway

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras, the Board approved the Encroachment License Agreement with Darden Restaurants, Inc. and Capital Grille Holdings and authorized the Director or designee to execute the agreement on behalf of the Board.

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 (8) awnings with applied signage for Licensee's business, all together having a total combined projection of 361.5 square foot and calculated at a rate of \$18 per square foot. This agreement defines both license and maintenance terms for the use of the 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 \$6,507.00. Furthermore, the agreement defines the conditions by which modifications and cancellations may occur.

Resolution #32714 – Encroachment License Agreement with Crossroads Hotel Group, LLC 2020 Grand Boulevard

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras, the Board approved the Encroachment License Agreement with Crossroads Hotel Group, LLC and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: The Board of Parks and Recreation Commissioners is being requested to renew an Encroachment License agreement with Crossroads Hotel Group, LLC dba as Hotel Indigo (Licensee) of the property located at 2020 Grand Boulevard, for non-exclusive permission to enter upon the One Hundred square feet of space between the curb and private sidewalk of Hotel Indigo at 2020 Grand Boulevard and three car lengths directly in front of the business (Premises), all together having a total combined projection of approximately 100 SF and calculated at a rate of \$15 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 for use as valet parking services in exchange for annual compensation not to exceed \$1,500.00. Furthermore, the agreement defines the conditions by which modifications and cancellations may occur.

Resolution #32715 – Encroachment License Agreement with the Record Bar – 1520 Grand Boulevard

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras, the Board approved the Encroachment License Agreement with The Record Bar and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: The Board of Parks and Recreation Commissioners is being requested to renew an Encroachment License agreement with The Record Bar, a Corporation (Licensee) of the property located at 1520 Grand Boulevard, for non-exclusive permission to enter upon the Three Hundred Twenty square feet of the Premises adjacent to the building at 1560 Grand Blvd. Kansas City, MO 64106 for the limited purpose of maintaining a previously installed awning for Licensee's restaurant entrance during the term of the agreement, all together having a total combined projection of 320 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 for use as valet parking services in exchange for annual compensation not to exceed \$5,760.00. Furthermore, the agreement defines the conditions by which modifications and cancellations may occur.

Resolution #32716 – Encroachment License Agreement with Savvy Bridal Boutique LLC- 1812 Broadway Boulevard

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras, the Board approved the Encroachment License Agreement with Savvy Bridal Boutique LLC and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: The Board of Parks and Recreation Commissioners is being requested to renew an Encroachment License agreement with Savvy Bridal Boutique, a Limited liability Company (Licensee) of the property located at 1812 Broadway Blvd., for non-exclusive permission to enter upon the seven & one half square feet of the Premises adjacent to the building for the limited purpose of maintaining a sign fixture to be installed for Licensee's business during the term of the agreement, all together having a total combined projection of 7.5 SF and calculated at a rate

of \$18 per SF, and with a minimum \$150 fee for use of the Parkway & Boulevard right-of-way established in Resolution 30219, which was approved by the Board on May 6, 2014. This agreement defines both license and maintenance terms for the use of Parks & Recreation Department jurisdictional right-of-way adjacent to the subject property, at east side, also known as Broadway Blvd.

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 for use as valet parking services in exchange for annual compensation not to exceed \$150.00. Furthermore, the agreement defines the conditions by which modifications and cancellations may occur.

Resolution #32717 – Encroachment License Agreement with Monarch Bar LLC – 4808 Roanoke Parkway

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras, the Board approved the Encroachment License Agreement with Monarch Bar LLC and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: The Board of Parks and Recreation Commissioners is being requested to enter into an Encroachment License agreement with The Monarch Bar LLC, a Limited Liability Corporation (Licensee), of the property located at 4808 Roanoke Parkway, for non-exclusive permission to enter upon the One Hundred & Fifty (150) square feet of space at rate of \$15 per SF between the curb and private sidewalk of The Monarch Bar at 4808 Roanoke Parkway and three car lengths for Three Hundred & Sixty (360) square feet of paved area at a rate of \$18 per SF directly in front of the business (Premises), all together having a total combined projection of 510 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 and keeping it in a clean and safe condition for use as valet parking services in exchange for annual compensation not to exceed \$8,100.00. Furthermore, the agreement defines the conditions by which modifications and cancellations may occur.

Resolution #32718 – Encroachment License Agreement with 906 Grand Boulevard Hospitality, LLC – 906 Grand Boulevard

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras, the Board approved the Encroachment License Agreement with 906 Grand Boulevard Hospitality and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: Encroachment License agreement with 906 Grand Boulevard Hospitality, LLC. The Land Clearance for Redevelopment Authority of Kansas City (LCRA) owns and leases to 906 Grand Boulevard Hospitality, LLC, a Limited Liability Corporation (Licensee), of the property located at 906 Grand Blvd. The licensee desires to operate a valet parking service for its hotel on the premises under the terms of this agreement. Therefore, agreement is for non-exclusive permission to enter upon at least three car lengths directly in front of the premises, between the curb and public sidewalk of the Kansas City AC Hotel at 906 Grand Blvd, all together having a total combined projection of 525 SF and calculated at a rate of \$15 per SF. This agreement defines both license and maintenance terms for the use of the 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 and keeping it in a clean and safe condition for use as valet parking services in exchange for annual compensation not to exceed \$7,875.00. Furthermore, the agreement defines the conditions by which modifications and cancellations may occur.

Resolution #32719 – Encroachment License Agreement with FRC Balance, LLC – 4749 Pennsylvania

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras, the Board approved the Encroachment License Agreement with FRC Balance, LLC and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: The Board of Parks and Recreation Commissioners is being requested to renew an Encroachment License agreement with FRC Balance, LLC, a Limited liability corporation (Licensee) of the property located at 4749 Pennsylvania, for non-exclusive permission to enter upon the Twelve & One Third square feet of the Premises adjacent to the building for the limited purpose of maintaining a previously installed sign fixture for Licensee's business during the term of the agreement, all together having a total combined projection of 12.4 SF and calculated at a rate of \$18 per SF. This agreement defines both license and maintenance terms for the use of Parks & Recreation Department jurisdictional right-of-way adjacent to the subject property at south side, also known as Ward Parkway.

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 for use as valet parking services in exchange for annual compensation not to exceed \$223.00. Furthermore, the agreement defines the conditions by which modifications and cancellations may occur.

Resolution #32679 – (Held on November 19, 2024) – Construction Contract with Mid-America Golf and Landscape Inc.

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras, the Board approved the Construction Contract with Mide America Golf and Landscape, Inc. in the amount of \$8,336,968.23 with a substantial completion date of April 30, 2026 and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: A construction bid was advertised on August 29, 2024 for the renovation of the Swope Memorial Golf Course located at 6900 Swope Memorial Drive, Kansas City, Missouri 64132. The project will implement construction documents from CE Golf Design. The renovation will include new greens, tee boxes, bunkers, cart paths and a complete irrigation replacement including a new retention pond and pump station. Work is planned to begin on January 1, 2025, with a re-opening planned for the Spring of 2026.

Bids were received from three qualified firms on September 25, 2024, and reviewed by a selection committee. The Mid-America Golf and Landscape, Inc. bid was selected as their bid was the lowest and met all requirements of the construction bid.

Mid-America Golf and Landscape, Inc team's price submittal for the construction project is \$8,336,968.23. Funding for this contract is provided through city council approved special obligation bonds debt service and will be paid with annual golf fund revenues. CREO set utilization goals of 15% MBE and 15% WBE for this project.

Resolution #32720 – Sidewalk Café License Agreement with Broadway Café – 4106 Broadway

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras, the Board approved the Agreement with Broadway Café and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: Broadway Café located at 4106 Broadway has offered seating in front of their business for the last several years. The restaurant is requesting the use 86 square feet of public property under jurisdiction of the Board to provide sidewalk café services.

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 of this agreement shall begin on January 1, 2025, and shall end no later than December 31, 2025.

Resolution #32721 – Sidewalk Café License with Agreement with KC Mary’s LLC – 3700 Broadway

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras, the Board approved the Sidewalk Café License Agreement with KC Mary’s LLC and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: KC Mary’s LLC located at 3700 Broadway Blvd. requests the renewal of their café license and use agreement. The restaurant is requesting the use of 114 square feet of public property under jurisdiction of the Board to provide for sidewalk café services.

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 \$2,052. 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 of this agreement shall begin on January 1, 2025 and shall end no later than December 31, 2025.

Resolution #32722 – Sidewalk Café License Agreement with Capital Grille – 4760 Broadway

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras, the Board approved the Café License Agreement with Capital Grille and authorized the Director or designee to execute the agreement on behalf of the Board.

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 to provide sidewalk café services.

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, 2025 and shall end no later than December 31, 2025.

Resolution #32723 – Sidewalk Café License Agreement with Fiorella’s Jack Stack – 4747 Wyandotte

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras, the Board approved the Café License Agreement with Fiorella’s Jack Stack and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: Fiorella’s Jack Stack is located at 4747 Wyandotte. The restaurant is requesting the use of 775 square feet of public property under jurisdiction of the Board to provide sidewalk café services.

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 \$21,700. 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, 2025 and shall end no later than December 31, 2025.

Resolution #32724 – Sidewalk Café License Agreement with Kona Grill – 444 Ward Parkway

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras, the Board approved the Café License Agreement with Kona Grill and authorized the Director or designee to execute the agreement on behalf of the Board.

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. The restaurant uses 300 square feet of public space under the jurisdiction of the Board to provide sidewalk café services.

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.

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 of this agreement shall begin on January 1, 2025 and shall end no later than December 31, 2025.

Resolution #32725 – Sidewalk Café License Agreement with Los Tules, LLC – 1656 Broadway

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras, the Board approved the Café License Agreement with Los Tules, LLC and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: Los Tules, LLC located at 1656 Broadway Blvd. requests the renewal of their café license and use agreement. The restaurant is requesting the use of 312 square feet of public property under jurisdiction of the Board to provide sidewalk café services.

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 \$5,616. 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 of this agreement shall begin on January 1, 2025 and shall end

no later than December 31, 2025.

Resolution #32726 – Sidewalk Café License Agreement with The Quaff, Inc. – 1010 Broadway

On a motion by Commissioner Smith, duly seconded by Commissioner Contreras, the Board approved the Café License Agreement with The Quaff, Inc. and authorized the Director or designee to execute the agreement on behalf of the Board.

Background: The Quaff, Inc. located at 1010 Broadway Blvd. requests the renewal of their café license and use agreement. The restaurant is requesting the use of 200 square feet of public property under jurisdiction of the Board to provide sidewalk café services, including alcohol.

Licensee shall comply with all the provisions of municipal ordinances including Chapter 10, commonly known as the City Liquor Code. 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 \$3,600. 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 of this agreement shall begin on January 1, 2025 and shall end no later than December 31, 2025.

Public Hearing: - No one appeared before the Board.

Board Meeting adjourned.

Beth Haden, President
Board of Parks and Recreation Commissioners

Karmen Houston, Board Secretary



Intra-Departmental Communication

Date: January 28, 2025

To: Board of Parks and Recreation Commissioners

From: Terrence Williams, Chief Financial Officer

Subject: Fiscal Year 2025-2026 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 #32726

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 2024-25.

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 2025-26 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 #32726** 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 28, 2025.

Attested: _____
Karmen Houston, Board Secretary



Intra-Departmental Communication

DATE: January 28, 2025
TO: Board of Parks and Recreation Commissioners
FROM: Chris Cotten, Director
SUBJECT: Memorandum of Understanding (MOU) with Mill Creek Association (MCA)

BACKGROUND

The Mill Creek Association was established in 1985 by the leadership of Saint Luke's Hospital's Cardiologist Ben McCallister, MD and Country Club Developers. Since that time the Mill Creek Association has been working with the Parks Department to improve the user experience of Mill Creek Park by providing financial support to KC Parks for the beautification and maintenance of Mill Creek Park.

The Mill Creek Association desires to continue to collaborate with the City for the continuous enhancements of Mill Creek Park. MCA agrees to pay 45% of the annual cost for an agreed upon level of maintenance of Mill Creek Park, including mowing of grass, tree and limb removal, rubberized track, exercise equipment and power washing of the sidewalks around the Mill Creek Park Fountain, replacement of trash receptables, annual planting of flower beds, lighting fixtures and the RL Sweet Memorial Arboretum. Additionally, MCPA will cover the cost to establish and maintain a website, linked to KCPR website to provide information about park amenities.

MCPA will provide additional fundings for the planning, installation and maintenance of approved improvements and features. This agreement will remain in effect until terminated by either party with 60-day's written notice.

RECOMMENDATION

Staff recommends the Board approval of the Memorandum of Understanding with the Mill Creek Association and authorize the Director or designee to execute the MOU on behalf of the Board.



Intra-Departmental Communication

DATE: January 28, 2025
TO: Board of Parks and Recreation Commissioners
FROM: Rob Loya, Events Administrator
SUBJECT: Facility Use with Concession Agreement with the Kansas City St. Patrick's Day Parade Committee, Inc

BACKGROUND

The Kansas City St. Patrick's Day Parade is one of the largest St. Patrick's Day Parade Celebrations in the United States. The Kansas City St. Patrick's Day Parade Committee is a volunteer group that ensures all funds collected through volunteer efforts, sponsors, fundraisers, and donations are used to provide Kansas City with an enjoyable, safe, and family-friendly event to celebrate the Irish heritage of our city.

Kansas City St. Patrick's Day Parade Committee wishes to enter into a Facility Use with Concession Agreement for the use of Broadway Boulevard South from 33rd and Broadway Boulevard to 43rd and Broadway Boulevard to hold their annual St. Patrick's Day Parade on March 17, 2025. The Kansas City St. Patrick's Day Parade will include many floats, bands, vendors and drill team entries.

The Kansas City Parks and Recreation Department will be compensated \$1,000.00 for this one-day event. Set-up will begin on March 17, 2025, at 6am, parade is from 11am to 1:30pm and tear down will end at 3:30pm. The organizers are expecting thousands of spectators and KCPD and KCFD will be on site. The certificate of insurance covers all applicable requirements and will be due 14 days before the 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

RECOMMENDATION

Staff recommends Board approval of the Agreement with the Kansas City St. Patrick's Day Parade Committee, Inc. and requests Board authorization for the Director or designee to execute the agreement on behalf of the Board.



Intra-Departmental Communication

DATE: January 28, 2025
TO: Board of Parks and Recreation Commissioners
FROM: Rob Loya, Events Administrator
SUBJECT: Facility Use with Concession Agreement with Negro Leagues Baseball Museum

BACKGROUND

To celebrate the historical connection between our national pastime and the hot dog, the Negro Leagues Baseball Museum (NLBM) in partnership with Hy-Vee, Pepsi and Farmland established the "Heart of America Hot Dog Festival," in 2013. This is an annual music festival, showcasing national and local talent.

The Negro Leagues Baseball Museum wishes to enter into a Facility Use with Concessions Agreement for the use of the Paseo Boulevard, from 18th street to Truman Road, both northbound and southbound lanes including sidewalks and the median to hold the Heart of America Hot Dog Festival on August 9, 2025. Both Northbound and Southbound lanes at 18th and Paseo to Truman Road will be closed during this event. The festival will include live music, food, beverage, and alcohol vendors.

The Kansas City Parks and Recreation Department will waive fees in partnership with the Negro Leagues Baseball Museum, for this one-day event. Set-up for the event will begin at 7am August 8, 2025, the event is open August 9, 2025, from 12pm to 11pm, and tear down will end at 11pm on August 10, 2025. They are expecting 3,000 attendees and KCPD 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.

RECOMMENDATION

Staff recommends Board approval of the Agreement with the Negro Leagues Baseball Museum and requests Board authorization for the Director or designee to execute the agreement on behalf of the Board.



Intra-Departmental Communication

DATE: January 28, 2025
TO: Board of Parks and Recreation Commissioners
FROM: Rob Loya, Events Administrator
SUBJECT: Facility Use with Concession Agreement with The Winners Circle Collective

BACKGROUND

The Winners Circle Collective, a 501(c)(3) nonprofit organization is dedicated to strengthening urban communities through representation, education, and economic empowerment. At Winners Circle Collective, they are committed to supporting local communities by providing resources and opportunities through their Winners Circle Weekend event. Their goal is to bring together families, local entrepreneurs, and community members for a day of connection and empowerment.

The Winners Circle Collective 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 Winner's Circle Weekend on June 28, 2025. The event will have games, activities, a vendor fair, food trucks, entertainment and community recognition. The event will be headlined, hosted, and supported by local athletes. They are expecting 300 participants.

The Kansas City Parks and Recreation Department will waive all parks fees in partnership with the Winners Circle Collective, for this one-day event. Set-up for the event will begin at 8am and tear down will end at 9pm on June 28, 2025. The event hours are from 2pm to 7pm. 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.

RECOMMENDATION

Staff recommends Board approval of the Agreement with the Kansa City Folk Festival and requests Board authorization for the Director or designee to execute the agreement on behalf of the Board.



Intra-Departmental Communication

DATE: January 28, 2025

TO: Board of Parks and Recreation Commissioners

FROM: Jennifer Jutte, Superintendent, Community Services

RE: Facility Use without Concessions Agreement with Big Bear Tournaments

BACKGROUND:

Big Bear Tournaments is requesting use of the Line Creek Community Center for the limited purpose of conducting a youth hockey tournament during the Term of the License. Activities will take place Friday, January 31, 1:00p.m. – 11:00p.m.; Saturday February 1, 7:00a.m. – 10:00p.m.; and Sunday February 2, 7:00a.m. – 1:00p.m.

Big Bear Tournaments will compensate the City at a rate of \$325.00/hour for a total estimated payment of \$8,775.00. Payment will be made prior to January 31, 2025.

The Term of the License shall start January 31, 2025, and end no later than February 2, 2025.

Commercial general liability and sexual abuse molestation insurance will be provided per City requirements.

RECOMMENDATION:

Staff recommends Board approval of this Facility Use without Concessions Agreement with Big Bear Tournaments and request Board authorization for the Director or designee to execute the agreement on behalf of the Board.



Intra-Departmental Communication

DATE: January 28, 2025

TO: Board of Parks and Recreation Commissioners

FROM: Jennifer Jutte, Superintendent, Community Services

SUBJECT: License Agreement - CIVICPLUS

BACKGROUND:

CivicPlus started back in June of 1998 with the goal to create a website solution that allowed municipal staff to maintain their websites daily without needing a technical webmaster. As technology advanced, more services were brought online, expanding their vision to make local government work better as a whole.

Today, CivicPlus provides public sector technology that automates processes, digitizes services, and enhances civic experiences. Their wide range of government software solutions are designed to be flexible, scalable, and customizable, ensuring a frictionless experience for residents and staff.

One of their new offerings is PASS Lite which contains everything needed to quickly and easily understand and optimize fitness and recreation programming. This will allow results of program cost recovery in real-time, illustrated through customer reports. Automation will reduce administrative overhead by skipping manual data entry by providing the ability to import program data, enabling informed decision-making with real-time financial data.

The total investment for the initial term is \$10,625.00, discounted from \$25,375.00, and includes one-time fees and year 1 annual services. Annual recurring services will be billed at \$15,250.00, automatically renewed unless 60 days' notice provided prior to renewal date. An annual uplift of 5% will be applied to year 2.

RECOMMENDATION:

Staff recommends Board approval of this License Agreement with CIVICPLUS and requests Board authorization for the Director or designee to execute the agreement on behalf of the Board.



Intra-Departmental Communication

DATE: January 28, 2025

TO: Board of Parks and Recreation Commissioners

FROM: Jennifer Jutte, Superintendent, Community Services

RE: Facility Use without Concessions Agreement - Patel Family Volleyball

BACKGROUND:

For the last ten years the extended Patel family, numbering 30 members, has played volleyball every Wednesday night at the Tony Aguirre Community Center. With this agreement these weekly family matches will resume beginning on February 5, 2025. Their games will take place every Wednesday from 4:00p.m. – 6:30p.m.

They will compensate the City \$40.00/hour, \$100.00/day for a total payment of \$4,600.00, to be paid in full in advance.

The terms of this Agreement will begin on February 5, 2025, and will end no later than December 17, 2025.

Commercial general liability insurance will be provided per City requirements.

RECOMMENDATION:

Staff recommends Board approval of the contract with Patel Family Volleyball and requests Board authorization for the Director or designee to execute the agreement on behalf of the Board.



Intra-Departmental Communication

Date: January 28, 2025

To: Board of Parks and Recreation Commissioners

From: James Wang, Chief Engineer – Eng., Pln., & Design Division

Subject: Intersection of 63rd Street, The Paseo, & Meyer Boulevard – Federal Highway Administration (FHWA) PROTECT Grant Application

Background

The Federal Highway Administration (FHWA) Promoting Resilient Operations for Transformative, Efficient, and Cost-saving Transportation (PROTECT) grant program solicited applications for federal fiscal year 2027-2028. The applications deadline is February 24, 2025.

The City of Kansas City, Missouri seeks apply for PROTECT program grant funding to reconstruct the intersection of 63rd Street, The Paseo, and Meyer Boulevard to reduce flooding risks from future high rainfall and extreme weather events by integrating nature-based green infrastructure improvements within the Town Fork Creek Basin. This resiliency project will reduce combined sewer overflows, improve water quality, improve multimodal safety in the intersection, improve emergency response, and improve the efficiency of public transportation and goods movement within a historically disadvantaged area of Kansas City. This would be a collaborative application between multiple City departments including KC Water, Public Works, Parks & Recreation, Office of Environmental Quality, and the Mayor's Office.

This application would require a 20% local funding match. KC Water and Public Works Department would be the source for the local funding match. The title of the grant application would be 63rd Street Junction & Watershed Resiliency Improvements Project.

Recommendation

Staff recommends Board approval of the PROTECT grant application titled 63rd Street Junction & Watershed Resiliency Improvements Project for the intersection of 63rd Street, The Paseo, and Meyer Boulevard.



Intra-Departmental Communication

DATE: January 28, 2025
TO: Board of Parks and Recreation Commissioners
FROM: James Wang, P.E., Engineering and Planning
RE: Encroachment License Request – Branch Pattern (Licensee) – “Branch Pattern” sign fixture - Property at 1508 Grand Boulevard

BACKGROUND

The Board of Parks and Recreation Commissioners is being requested to enter into an Encroachment License agreement with *Branch Pattern* (Licensee) of the property located at 1508 Grand Boulevard, for use of boulevard right-of-way for installation of an overhead blade sign fixture including a total combined projection of 6.40 SF. This agreement defines both license and maintenance terms for the use of Parks & Recreation Department jurisdictional right-of-way adjacent to the subject property along the eastern building face, also known as Grand Blvd.

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 paying the annual encroachment fee in the amount of \$150.00. 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 Branch Pattern for the property located at 1508 Grand Boulevard and requests authorization for the Director, or designee, to execute the agreement on behalf of the Board.



Intra-Departmental Communication

DATE: January 28, 2024
TO: Board of Parks and Recreation Commissioners
FROM: James Wang, PE, Chief Engineer – Engineering, Planning, and Design
SUBJECT: Change Order #4 (Final Change Order) with Amino Brothers Co. for Paseo Gateway Intersection

BACKGROUND

On December 14th, 2021, the Board approved a construction contract with Amino Brothers Co. in the amount of \$8,961,409.60 for the Paseo Gateway Intersection project. On July 26th, 2022, the Board approved Change Order #1 that added shot rock to mitigate an unsuitable subgrade issue. Change Order #1 increased the contract amount by \$250,672.15 and extended the contract time by 16 calendar days. On September 26th, 2022, the Board approved Change Order #2 increasing the contract amount by \$70,184.93 for replacement of a city fiber line along Independence. On October 10, 2023, the Board approved Change Order #3 increasing the contract amount by \$193,337.87 for additional construction at the detention pond.

The Paseo Gateway Intersection project was substantially completed in October 2024. Change Order #4 (Final Change Order) will adjust the quantities based on the as-built conditions and add additional rock excavations due to the limestone depth being different from the data in the geotechnical report.

Change Order #4 (Final Change Order) will increase the contract amount by \$583,285.55 bringing the total contract amount to \$10,058,890.10. This project is funded with Federal STPG Grant, GO Bond for roadways, PIAC funding, and Water Services Department funding. Funds for Change Order #4 (Final Change Order) are available in account no. 3090-708409-611060-70142204 and 3090-708044-619850-70142204.

The DBE goal set by the Missouri Department of Transportation and the Federal Highway Administration is 14%. Amino Brothers Co's DBE participation is 66%.

RECOMMENDATION

Staff recommends that the Board approve Change Order #4 (Final Change Order) with Amino Brothers Co, in the amount of \$583,285.55, extend the final completion date to January 30, 2025, and authorize the Director, or designee to execute the change order on behalf of the Board.



Intra-Departmental Communication

DATE: January 28, 2025
TO: Board of Parks and Recreation Commissioners
FROM: James Wang, P.E., Engineering and Planning
RE: Public Stormwater Outfall System Covenant for Maintenance (at Lakewood Greenway) with North Kansas City Public Schools

BACKGROUND

The Board of Kansas City, Missouri Parks and Recreation Commissioners, is being requested to enter into a Covenant agreement for Maintenance of Public Storm Water Detention Sewer Infrastructure partially located on Parks and Recreation Property known as Lakewood Greenway, by North Kansas City Public Schools (NKCPS). NKSPS has an interest in certain real estate for the demolition of the former Lakewood Elementary School to build a new school on the same site, (originally to be known as Lakewood-Winnwood Elementary, and later named as *Greenway Elementary*). The outfall discharge portion of the storm sewer system improvement is located off-site and downstream on the Parks' property known as "Lakewood Greenway".

For preservation and maintenance to ensure continuous and perpetual operation and effectiveness in controlling storm water runoff rates, volumes, and quality, the City and NKCPS agree that it is in the public interest to detain storm water on the school grounds at 4624 N. Norton Avenue and provide stormwater infrastructures to treat the stormwater for the benefit of the property and surrounding areas. NKCPS agrees to provide operation, preservation, and maintenance of this stormwater infrastructure including the outfall portion that are located on Lakewood Greenway.

RECOMMENDATION

Staff recommends Board approval of the Covenant Agreement with North Kansas City Public Schools for maintenance of a public stormwater outfall system at Lakewood Greenway and authorize the Director or designee to execute the agreement on behalf of the Board.



Intra-Departmental Communication

Date: January 28, 2025

To: Board of Parks and Recreation Commissioners

From: James Wang, Chief Engineer – Eng., Pln., & Design Division

Subject: Bid Award - Blue River Trail Martha Truman Connector TAP 3301 (519)

Background

Five (5) bids were received and opened on November 6, 2024, for the Blue River Trail Martha Truman Connector project. 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, and will connect major trail systems in Kansas City, MO. CM Concrete Inc. submitted the lowest, responsive and responsible base bid in the amount of \$528,016.00.

Funding for this project is provided by a Federal Highway Administration (FHWA) Transportation Alternatives Program (TAP) Grant and a Supplemental Grant in the amount of 80% of the base bid price (\$422,412.80) up to a maximum of \$592,200. These grant awards were approved by the Park Board on May 7, 2019 and June 25, 2024. These will require a 20% local match of \$105,603.20 of the base bid for which 6th District PIAC funds are available in account 3090-708609-70191308.

This project with MoDOT administered TAP grant funding requires a DBE goal of 8% participation. CM Concrete Inc. proposes to provide a DBE participation of 8.7%. A Bid Award Concurrence Request was submitted to MoDOT on December 10, 2024. MoDOT provided concurrence on December 16, 2024, approving the bid award to CM Concrete Inc.

Recommendation

Staff recommends the Board approval of a Bid Award to CM Concrete Inc. for the Blue River Trail Martha Truman Connector Project in the amount of \$528,016.00 and requests authorization for the Director or designee to execute the contract on behalf of the Board.



Intra-Departmental Communication

Date: January 28, 2025
To: Board of Parks and Recreation Commissioners
From: Kevin Lapointe, City Forester
Subject: Contract with Kansas City Community Gardens Giving Grove (KCCG)

BACKGROUND AND DESCRIPTION

KCCG's Giving Grove is a local nonprofit that helps communities plant and maintain fruit and nut tree orchards. Giving Grove utilizes under used Park property to cooperate with area residents to grow fruit, berry and nut producing trees. This program targets communities of need and provides an inexpensive source of nutritious/healthy calories. Additionally, the trees increase the overall urban tree canopy, helping us achieve our goal of 35% tree canopy.

For several years the Parks and Recreation Department has partnered with KCCG for tree planting. Trees are planted in garden plots located in parks, backyards, vacant lots, and at community sites. 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 Tree Maintenance account #3090-707771 in the amount of \$52,000.00. In addition, \$60,000.00 from a twelve-million-dollar (\$12,000,000.00) grant through the United States Department of Agriculture's Inflation Reduction Act (IRA) Urban and Community Forestry Grant program to increase the density of Kansas City's urban tree canopy is available and will be encumbered by Neighborhoods Department for this contract. We will encumber \$52,000.00 to execute this contract.

The Human Relations Department has reviewed and waived the MBE/WBE goals for this contract.

RECOMMENDATION

Staff recommends Board approval of a Contract with Kansas City Community Gardens Giving Grove in the amount of \$52,000.00, term of contract ending January 1, 2026, and authorize the Director or designee to execute the contract on behalf of the Board.



Intra-Departmental Communication

Date: January 28, 2025
To: Board of Parks and Recreation Commissioners
From: Stephen VanRhein, Natural Resources Manager
Subject: Amendment #2, Tree Planting Services FY25-29 with American Lawn & Landscape, Inc.

BACKGROUND AND DESCRIPTION

On October 2, 2024, the City, through the Board of Parks and Recreation Commissioners, entered into a contract for Tree Planting Services FY25-29 with American Lawn & Landscape, Inc. and for a contract amount not to exceed \$1,010,000.00. 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.

On November 19, 2024, the Board approved Amendment #1 to this contract providing for additional tree planting services in the amount of \$550,000.00.

This Amendment #2 will provide \$200,000.00 in FY24 funding for additional tree planting services, to plant an estimated 350 trees, and for a total contract amount of \$1,760,000.00.

CREO Department reviewed and approved the Contractor's Utilization Plan MBE/WBE goals for this contract of 11% and 11% respectively.

RECOMMENDATION

Staff recommends Board approval of Amendment #2 to the Tree Planting Services FY25-29 contract with American Lawn & Landscape, Inc., in the amount of \$200,000.00, and requests Board authorization for the Director or designee to execute the amendment on behalf of the Board.