



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#15-112) Agenda
CITY OF PARKVILLE, MISSOURI
Wednesday, April 8, 2015 7:00 pm
City Hall Boardroom

1. CALL TO ORDER

A. Roll Call

1. Michelle Flamm[] Laura Ozenberger[] Adam Zink[] Neil Davidson[]
Linda Arnold[] Phil Wassmer[] Chris Cardwell[] William Gresham[]
Susan Robb [] Marc Sportsman (Liaison) []

2. CITIZEN INPUT

3. CONSENT AGENDA

- A. Approve the minutes for the March 11, 2014 regular meeting.

4. ACTION AGENDA

- A. CLARB 15-112-01 Certified 5K/10K Marathon Route
- B. CLARB 15-112-02 Parkville Parks Donation Program
- C. CLARB 15-112-03 Sullivan Nature Sanctuary Trail Naming (Maria Ewing)
- D. CLARB 15-112-04 Play Equipment replacement -English Landing Park (Cozy Cocoon)
- E. CLARB 15-112-05 Capstone replacement at the Gresham Memorial Fountain

5. NON-ACTION AGENDA

6. STAFF UPDATES ON ACTIVITIES

A. Parks

1. Dog Park update.
2. Wetlands Update
3. Outreach Grant Update.
4. Tree City "USA" – Arbor Day 4/24

B. Public Works

1. Sullivan Nature Sanctuary Dedication
2. Barbara Lance Memorial Fund

7. MISCELLANEOUS ITEMS FROM THE BOARD

8. ADJOURN

Community Land and Recreation Board Meeting
March 11, 2015
MINUTES
Meeting 111

The meeting was called to order at 7:02 pm. Roll was called by Alysen Abel. Members present were, Michelle Flamm, Laura Ozenberger, Adam Zink, Neil Davidson, Phil Wassmer, Chris Cardwell, William Gresham, Linda Arnold, and Marc Sportsman (Liaison). Alysen Abel, Tim Blakeslee and Jan Davis were present from the City.

- 1. Michelle Flamm advised the Board that Bill Noble had resigned his position on the board effective immediately. Adam Zink expressed gratitude to Noble for his time served on the Board.**

Linda Arnold was introduced as a new Board Member. Arnold has been a Parkville resident for over 40 years and expressed her readiness to service.

- 2. Citizen Input – No Citizen Input**

- 3. Consent Agenda**

- A. Approve the minutes for the February 11, 2014 regular meeting.**
Neil Davidson motioned to approve the minutes from the February 11th meeting. Adam Zink seconded the motion. Motion approved 8-0.

- 4. Action Agenda –No Action items**

- 5. Non-Action Agenda**

- A.** Tim Blakeslee presented a proposed donation program for the Parks:
 - a. Memorial bench donations. Donation would include the bench, tag and concrete pad. Complete an on-line application and City personnel will contact the applicant regarding bench location as selected from an on-line map. Numerous bench locations available in Platte Landing Park, with only 2-3 locations left in English Landing Park.
 - b. Tree donation program. Complete the on-line application specifying species, location, park and method of payment. The list of trees as presented will be expanded. Donated trees will not be marked, but certificates, a location map and photo will be given to donor.
 - c. Dog tag donation program: The purpose of this program is to raise funds for additional amenities and maintenance of the Park. With a \$25-50 donation, a personalized dog tag will be displayed in a permanent viewing structure with protective plexiglass front. Different colored tags for different donation levels were suggested. A renewal for tags and timeframe for viewing was discussed. There was a general consensus of the Board that the donation levels should be

\$50 and \$100, and the timeframe for display should be further discussed. More substantial donation items are also available on the website.

- d. A brochure has been drafted and once finalized will be distributed to local veterinarians, groomers, etc. Board members can assist with the distribution.

6. Staff Updates on Activities:

A. Parks

1. **Dog Park Update** –Park personnel have been seeding this week without closing the Park. Fertilizer and seeding is planned for the next couple of weeks. The large park may be closed for approximately 10 days, with users asked to utilize the smaller park in the interim. Notices will be posted. As soon as the grass has come in, the smaller park will be done. It was noted that signage should be posted regarding chemicals used. Zink asked how the City handles aggressive dogs or dog fights within the park. Abel advised that the Police do patrol the park and that most citizen complaints stemmed from cleanup issues rather than dog fights. Cleanup rules for the park could be posted on the website and mailed to residents. Different methods of reporting cleanup violators were discussed. Confirm any ordinance that stipulates dogs must be on a leash in the Dog Park, and request from the Police Chief a report showing incidences reported to Police. Bicycle patrols could also be utilized.
2. **Outreach Grant update** – the Platte County Parks and Recreation Department has awarded Parkville a \$40,000 outreach grant to help fund the English Landing Park Restroom Project. The Mayor plans to attend the County Commission meeting on Monday at 10 a.m. to accept the certificate for the Outreach Grant. All Board of Aldermen and CLARB members who are interested and available are invited to attend. There were 42 grant applications totaling \$700,000, with \$264,000 available. The grant funds must be used in this calendar year. This grant covers about ¼ of the City's needs. Public Works looked at costs for prefabricated buildings versus stick-built buildings and found that hiring a contractor was the least expensive. Mid to late September is a target date for construction. Drawings are currently being developed.
3. **Graffiti** – Graffiti found on signage at the boat ramp has been fixed, and Park Department crews are cleaning picnic tables and restroom areas.
4. **Spirit Fountain** - The cap stone that was stolen had a bronze plaque attached. Barnard is working with Phil Wassmer to install a more permanent cap once a mold is completed.

5. **Tree City USA** - The Arbor Day celebration will be held on Friday, April 24th.
6. **A wetland burn** is scheduled for 3/12. The fire department has been alerted but will not be on-site. Areas of the Park will be closed and signage has been posted. The City is working with Platte County on chemicals, with torches and flappers from MDC. The burn is scheduled for 10:00 a.m. Terry Anderson and Shawn Peto (Parks Department personnel) are managing the burn for the City. The Nature Sanctuary completed their controlled burn on Monday, 3/9. If weather will not allow a burn, the City will look at contracting for mowing.
7. **Lighting in Platte Landing Park** - deferred to the next meeting.

B. Administration:

1. Lake Pointe Lodge. A 50-unit, Kevin Green, luxury apartment project has been proposed for the area across 9 Highway, south of 62nd Street, north of the property donated to the City. Discussion was held regarding property donated to the City and what stipulations the City should place on property deeded to the City. The property requires rezoning to R-5 rather than R-4 due to the mass and height of the building. The project will go to the Planning Commission on 3/31 for rezoning.

7. MISCELLANEOUS ITEMS FROM THE BOARD

- A. Neil Davidson discussed the meeting on Tuesday at 10:00 a.m. regarding extension of the Missouri River Front trail.
- B. Davidson introduced the newly formed Platte County Sports Commission and its website. This commission coordinates sporting events for anyone looking to find available sport opportunities. This committee does not manage, but disseminates information.
- C. Michelle Flamm advised she had been contacted by Griffin Murray, the City's intern from Park Hill South High School, asking if CLARB needed volunteers for Park functions that could be posted on a newly developed area of the City's website entitled "Volunteer Parkville".
- D. Lucia Mann, a City intern, contacted Flamm requesting an item to be included in City of Parkville time capsule for Parkville Days at the downtown entryway project.

8. ADJOURN

Adam Zink motioned to adjourn the meeting at 8:07 p.m. Bill Gresham seconded the motion. Motion approved 8-0.

CITY OF PARKVILLE Policy Report

Date: April 1, 2015

Prepared By:

Name: Tom Barnard
Title: Parks Superintendent

Reviewed By:

Name: Janice Davis
Title: Public Works Assistant

ISSUE:

To approve the certification of a 5K and 10K running course at English and Platte Landing Parks.

BACKGROUND:

Historically, running courses in the City have been uncertified and varied depending on each event and event coordinator. Course parameters for a certified course are defined, measured and attractive to running clubs who seek professional, certified courses. Certification would also ease coordination logistics between Parks Department personnel, public safety (police and fire), volunteers, and race organizers by establishing the scope of their responsibility. As most runs need a portion of the race to include Main and McAfee Streets for certification distance, police input regarding traffic flow and parking, spectator/pedestrian walk routes, protection of property, and overall public safety would be vital to the certification.

BUDGET IMPACT:

One time course certification cost of \$400. Long term impact will increase revenue with a large appeal to runners/running clubs who seek courses that are certified resulting in an anticipated increase in events.

ALTERNATIVES:

1. Approve the certified course
2. Don't approve the certified course
3. Postpone the item

STAFF RECOMMENDATION:

Approve the certified course as presented

POLICY:

City code section 140.010 describes CLARB as the advisory board which is appointed by the Mayor of the City and approved by the Board of Aldermen and functions to assist the Director of Parks and Recreation for planning, event coordination and tree and community land management.

SUGGESTED MOTION:

1. I move to recommend that CLARB approve the \$400 cost to certify a 5K and 10K running course.

ATTACHMENT:

1. No attachments.

CITY OF PARKVILLE Policy Report

Date: April 1, 2015

Prepared By:
Tim Blakeslee
Assistant to the City Administrator

Reviewed By:
Tom Barnard
Parks Superintendent

ISSUE:
Adopt the Parkville Parks Donation Program.

BACKGROUND:

As presented to the Community Land and Recreation Board (CLARB) on January 14, 2015, the City has received a number of inquiries into donation possibilities in both English Landing Park and Platte Landing Park. As a result, city staff has been working on creating a new park donation program to better take advantage of future donation requests. On March 11, 2015, city staff presented to CLARB on the current status of the project. The presentation included details of the proposed donation program, a draft donation website, and a draft donation brochure.

For the April meeting, city staff is presenting the final Parkville Parks Donation Program for CLARB approval. After the meeting in March, various program details were fine-tuned and few other changes were made to correspond with CLARB recommendations. The primary changes include an updated bench location map, an updated list of tree species, updated prices for the "dog tag" program, and an updated list of amenities to be accepted for dog park donations. Overall, the donation program is split into four primary areas of focus: Memorial Bench Donation, Memorial Tree Donation, Dog Park Donations, and General Park Donations.

Areas of focus:

- **Memorial Bench Donation:** A bench donation includes a black 6 foot long bench that is made with a thermo-plastic coating over steel set in a concrete pad, a memorial plaque, a commemorative certificate, map, and a photo of the bench.
- **Memorial Tree Donation:** A tree donation includes a high-quality 30 gallon tree, which is 8 to 12 feet tall and 2"-2.5" caliper, planted and maintained for its life span. A memorial tree donation also includes a commemorative certificate, map, and a photo of the tree.
- **Dog Park Donations:**
 - The purchase of a Dog Tag memorial plaque helps support the Dog Park. Dog Tags will be on display year round on a display board at the Dog Park. A Donation of \$50.00-\$100.00 reserves a personalized tag. Donated funds will be used for the purchase of new Dog Park equipment and general year round maintenance of the Dog Park.
- **General Park Donations**
 - General park donations are accepted on the Parkville website. Unspecified donations will be used on the purchase or maintenance of park amenities, features, or landscaping.

Other program highlights

- **Informational webpage (Attachment 1):** The website details the entirety of the donation program. The website includes information about Memorial Bench Donation, Memorial Tree Donation, the Dog Tag program, Dog Park Donations, and General Park Donations.

ITEM #4B

For 04-08-15

Community Land and Recreation Board

Tree/bench applications, Dog Tag donations, and general park donations are accepted via the website.

- **Brochure/paper applications (Attachment 2):** The brochure details the majority of donation program. The intention is that the brochure will be printed and left in various locations Citywide. The brochure includes paper applications for both memorial trees and benches, information on the dog tag program, and dog park donations. The website is linked for areas of the donation program that were unable to fit on the brochure.
- **Bench Location donation map (Attachment 3):** This map details the open available locations for future bench donations in Platte Landing Park and English Landing Park. This map is listed in the brochure and linked on the primary webpage. Prior to the donation program going live, the plan is to make this map be interactive (I.e. scrolling over the location will show where the bench will be installed)

Creating the foundation of a basic donation program now will allow the City to more easily implement a program for future public-private partnerships that could help fund some of the proposed park amenities identified by an update to the parks master plan. Future updates to the donation program could include large scale donation programs, fund matching programs, and partnership programs.

BUDGET IMPACT:

There is no immediate budget impact, although following Board of Aldermen approval the implementation of a Dog Tag donation display board will be an unplanned/unbudgeted expense.

ALTERNATIVES:

1. Recommend that the Board of Aldermen adopt the Parkville Parks Donation Program.
2. Direct staff to make changes to satisfy the desires of CLARB, and recommend that the Board of Aldermen adopt the Parkville Parks Donation Program, pending the directed changes.
3. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends that CLARB recommend that the Board of Aldermen adopt the Parkville Parks Donation Program.

POLICY:

City code section 140.010 describes CLARB as the advisory board which is appointed by the Mayor of the City and approved by the Board of Aldermen and functions to assist the Director of Parks and Recreation for planning, event coordination and tree and community land management.

SUGGESTED MOTION:

I move to recommend that CLARB recommend that the Board of Aldermen adopt the Parkville Parks Donation Program.

ATTACHMENT:

1. Informational Website, incorporated by reference at www.parkvillemo.gov/parks-doantion-program
2. Donation Brochure
3. Bench Location Maps

Donate to the...

Dog Park

Donation Options:

Honor your four legged best friend today! Purchase a Dog Tag memorial plaque for your dog and help support the Park. Dog tags will be on display year round at the Dog Park.

\$50 or \$100 Donation reserves a personalized dog tag plaque at the dog park. To donate visit: parkvillemo.gov/dog-tag-donations

Donations will be used for the purchase of new Dog Park equipment and general year round Dog Park maintenance.

Memorial Benches are available for donation inside and around the Dog Park. Bench donation city wide is \$2,000.

A Memorial Bench donation includes: Memorial Bench, Plaque, Concrete Pad, Map, and Photo.

To donate: Please fill out the Memorial Bench Donation Application online or in this brochure.

Dog Park toys and amenities are available for donation inside and around the Dog Park.

Available for donation: Ramps, tunnels, teeter-totters, hoops, and fire hydrants. These donation options range from \$500 to \$2,000.

To donate: Please contact the Parks Department at 816-741-0824.



City Hall
8880 Clark Ave.
Parkville, Missouri 64152

A large sign for the Parkville Missouri Parks Donation Program. The sign is white with a blue border and is mounted on a black post. The background of the sign features a photograph of a park path with trees and fallen yellow leaves. The text on the sign reads: "Parkville Missouri Parks Donation Program".

Parkville Missouri Parks Donation Program

Donate a Memorial...

Bench

Donation Options:

Please fill out the following application if you wish to donate a Memorial Bench. There are a variety of memorial bench locations available in the city parks. Most open locations are in Platte Landing Park. Visit parkvillemo.gov/bench-donation-locations/ for the available location list. Benches can be installed any time of year. A memorial plaque accompanies the bench.

Fill out the online application at:
parkvillemo.gov/parks-donation-program/

**Memorial Bench, Plaque, Concrete Pad,
Map, and Photograph: \$2000.00**

Selected Bench Location #: _____

Available locations: parkvillemo.gov/bench-donation-locations/

Donor's Name: _____

Date: _____

Address: _____

City: _____

State: _____

Zip: _____

Email: _____

Phone: _____

Plaque inscription: _____

Please note: All inscriptions will be reviewed for acceptable length (60 Characters) and appropriateness.

Special Graphic:

Yes: ___ No: ___

If yes, you must attach a black and white high resolution image. A City Official will contact you regarding any graphic requests. All graphics are reviewed for appropriateness.

Signature: _____

Date: _____

Make check payable to: The City of Parkville. Credit Card is also accepted. Bring the completed Application and Payment to Parkville City Hall. 8880 Clark Ave, Parkville, MO, 64152

Donate a Memorial...

Tree

Donation Options:

Please fill out the following application if you wish to donate a memorial tree. Trees may be donated any time of the year, however they will only be planted during the tree planting season (November through early March). The exact location within the park is at the discretion of the Parks Superintendent. We are planting memorial trees in English Landing Park, Platte Landing Park, Adams Park, and Watkins Park.

Fill out the online application at:
parkvillemo.gov/parks-donation-program/

Memorial Tree, Map, Photograph, and Certificate: \$400.00

Tree Specie (Circle one):

Bald Cypress	Pin Oak	Estrn. Cottonwood
Sycamore	Shingle Oak	Overcup Oak
Nuttall Oak	Hackberry	Silver Maple

Tree Location (Circle one):

Platte Landing Park	Platte Landing Park (Dog Park)
English Landing Park	Adams Park
Watkins Park	

Donor's Name: _____

Date: _____

Address: _____

City: _____

State: _____

Zip: _____

Email: _____

Phone: _____

Certificate Inscription: _____

Please note: A memorial plaque does not accompany the tree. A picture, map, and memorial certificate are mailed to the donor.

Signature: _____

Date: _____

Make check payable to: The City of Parkville. Credit Card is also accepted. Bring the completed Application and Payment to Parkville City Hall. 8880 Clark Ave, Parkville, MO, 64152

More about our...

Parks

English Landing Park: English Landing Park is a 68-acre facility with many amenities, including; 3 miles of walking trails, a large playground area, a boat ramp, picnic shelters, sand volleyball court, and a disc golf course. This park is sure to satisfy anyone wanting to take advantage of the great outdoors. The park, with its scenic walking trails that closely parallel the winding Missouri River, is like none other in the metro area. English Landing Park attracts a wide variety of users from bicyclists to walking or running enthusiasts; there is a recreation outlet for all to enjoy.

Platte Landing Park: Platte Landing Park is a cooperative effort between Platte County and the City of Parkville. The first phase of the new 140 acre park includes two miles of trails, Platte County's first off-leash area for dogs, and a new boat ramp into the main channel of the Missouri River.

Pocket Park: Located in the downtown historic district, Pocket Park is a central gathering location that includes a wide variety of sights, from an acoustic guitar player on a summer evening night to a Christmas caroler in the chill of winter. The unique downtown ambiance has a magnetic draw to all those who may just happen to pass by.

Adams Park: Adams Park is our mini-neighborhood park located just off Main Street at the intersection of 13th and Walnut Streets. The park land was donated in 1977 by Joan Adams Mondale, wife of Vice-President Walter Mondale, in memory of her grandparents Dr. and Mrs Charles Ryan Adams. The small park shelter with picnic area cannot be reserved, but rather may be used on a first come first serve basis. Water and electricity are not available.

Watkins Park: Watkins Park is one of the City's two neighborhood parks. Located just a few blocks from Main Street, Watkins Park features a picnic shelter, basketball goal, a small oval trail, and an area for horseshoes. The park land was donated on behalf of the Watkins family in honor of Bruce Watkins, a prominent citizen and former Kansas City Councilmember. The shelter cannot be reserved, but rather can be used on a first come first serve basis. The park is located just west of Main Street at the intersection of West and 10th Streets.

Available Platte Landing Park Bench Donation Locations

Please select the number associated with your preferred location



PLATTE LANDING PARK Parkville, MO

Scale: 1" = 120'-0"

Available English Landing Park Bench Donation Locations

Please select the number associated with your preferred location



CITY OF PARKVILLE Policy Report

Date: April 3, 2015

Prepared By:
Alysen Abel
Public Works Director

Reviewed By:
Bob Fluchel
Nature Sanctuary Director

ISSUE:

Request the approval of the trail naming at the Sullivan Nature Sanctuary.

BACKGROUND:

The City of Parkville maintains the Parkville Nature Sanctuary and the Sullivan Nature Sanctuary. The Sullivan Nature Sanctuary is located on the north side of Platte Landing Park, west of the bridge entry. Over the years, members of the Sullivan family have dedicated parcels of land to the City, for the Sullivan Nature Sanctuary area. An additional 4 acres was dedicated within the past year, making the area complete.

The Sullivan Nature Sanctuary is in memory of Edgar and Ruth Sullivan, as well as other family members. The North Twin and South Twin trails in the Sullivan Nature Sanctuary were named after their twin daughters, Kathryn and Virginia. The matriarch of the Sullivan family was Edgar's mother, Maria Ewing. To honor Maria's memory, the Sullivan family has requested that a portion of the trails in the Sullivan Nature Sanctuary be named after her. The family would like to name the loop trail at the end of the North Twin Trail the Maria Ewing Trail.

There will be a dedication ceremony at the Sullivan Nature Sanctuary on Saturday, May 16, 2015 at 2:00pm.

BUDGET IMPACT:

There is no budget impact to the trail naming.

ALTERNATIVES:

1. Approve the trail naming at the Sullivan Nature Sanctuary.
2. Do not approve.
3. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends the approval of the proposed trail naming in the Sullivan Nature Sanctuary.

POLICY:

Once this item is approved by CLARB, Staff will proceed to the Board of Aldermen for approval.

SUGGESTED MOTION:

I move to approve the trail naming in the Sullivan Nature Sanctuary in honor of Maria Ewing.

ATTACHMENT:

1. Trail Map

CITY OF PARKVILLE Policy Report

Date: April 3, 2015

Prepared By:
Alysen Abel
Public Works Director

Reviewed By:
Tom Barnard
Parks Superintendent

ISSUE:

Request to approve the purchase of the Cozy Cocoon from Playworld for the playground at English Landing Park.

BACKGROUND:

The City of Parkville maintains the playground equipment at English Landing Park. In an effort to provide quality play equipment to the residents, the City continues to find creative options for the playground.

Playworld provides the Cozy Cocoon, which is designed for children ages 2-12, and is specially designed for children with Autism. The enclosed space allows the children to escape from the overstimulation of the playground environment.

The Cozy Cocoon is a patented product that is only available through Playworld, which is the sole source for this product. The list price of the product is \$2,379. The company is running a special from now until May 29, 2015, giving a 25% savings. The total price of the equipment, including the discount and shipping fees, is \$1,999.

BUDGET IMPACT:

The 2015 Budget includes \$7,000 for Park Enhancements (line item 525-05-41-03). The purpose of the budget is to provide amenity improvements to the City parks.

ALTERNATIVES:

1. Approve the purchase of the Cozy Cocoon playground equipment from Playworld.
2. Do not approve the purchase.
3. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends the approval to purchase the Cozy Cocoon playground equipment from Playworld.

POLICY:

Per the Purchasing Policy, Resolution No. 10-02-14, purchases below \$2,500 are approved by the City Administrator. Since this is a Parks Enhancement, the City is seeking approval from CLARB.

SUGGESTED MOTION:

I move to approve the purchase of the Cozy Cocoon from Playworld in the amount of \$1,999.

ATTACHMENT:

1. Invoice



QUOTE

Fry & Associates, Inc.
 101 E 15th Ave, North Kansas City, MO 64116
 t. 816-221-4825 f. 816-221-4831

Number FRYQ56923
 Date Mar 26, 2015

End User	Ship To	Bill To
City of Parkville, MO English Landing-Cozy Cocoon 8880 Clark Ave Parkville, MO 64152	City of Parkville, MO 9001 McAfee Rd. Parkville, MO 64152	City of Parkville, MO 8880 Clark Ave Parkville, MO 64152

Associates	P.O. Number	Ship Via	Terms
Margie Fry William Fry		Common	Net 10

Qty	Description	Unit Price	Ext. Price
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***** 2015 WINTER SALE PRICING -
 VALID UNTIL MAY 29, 2015 *****

1	ZZXX0483 Playworld Systems COZY COCOON - SPINNING Component Color: _____ Roto Plastic 1 Color: _____ Roto Plastic 2 Color: _____	\$1,784.00	\$1,784.00
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**DELIVERY NOTIFICATION:
 NAME: Tom Barnard
 PHONE: 816-741-7676**

SubTotal	\$1,784.00
Tax	\$0.00
Shipping	\$215.00
Total	\$1,999.00

Shipping Contact: Tom Barnard
 Email: tbarnard@parkvillemo.gov

Phone: 816-741-7676
 Fax:

Quote Accepted By: _____ Date: _____

Pricing is CASH pricing. 3.5% will be added to the total for credit card transactions



Cozy Cocoon™

ZZXX0483 • AGES 2-12

LIST \$2,379

SAVE 35%

\$1,546

SAVE 25%

\$1,784

CITY OF PARKVILLE Policy Report

Date: April 3, 2015

Prepared By:
Alysen Abel
Public Works Director

Reviewed By:
Tom Barnard
Parks Superintendent

ISSUE:

Request to approve the work authorization for the restoration of the Gresham Memorial Fountain located at the Train Depot.

BACKGROUND:

The City of Parkville owns and maintains the Train Depot building and the area around it. The Gresham Memorial Fountain is located west of the Train Depot building. It contains several capstones around the perimeter of the fountain.

In February 2015, the Parks Department found that the fountain had been vandalized. Someone had removed one of the capstones around the fountain, which contained a bronze commemorative plaque. The City is currently working on getting the stone and plaque replaced. To prevent future vandalism, the City would like to permanently set the capstones around the fountain.

In accordance with the City's purchasing policy, staff received three quotes from contractors for the restoration of the fountain. The quotes are as follows:

MTS Contracting Inc.	\$3,210.00
Chamberlin Contracting, Inc.	\$5,570.00
Osage Masonry Holdings, LLC.	\$3,800.00

The low bidder was MTS Contracting Inc. with a quote of \$3,210.00.

BUDGET IMPACT:

The 2015 Budget includes \$3,500 for maintenance of the Gresham Spirit Fountain (line item 525-06-13-00). The purpose of the budget is for the maintenance of the fountain.

ALTERNATIVES:

1. Approve the work authorization for the restoration of the Gresham Memorial Fountain.
2. Do not approve the work authorization.
3. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends the work authorization for the restoration of the depot fountain.

POLICY:

Per the Purchasing Policy, Resolution No. 10-02-14, the Finance Committee may authorize purchases up to \$10,000. Since this is a Parks Enhancement, the City is seeking approval from CLARB.

ITEM 4E

For 04-08-15

Community Land and Recreation Board

SUGGESTED MOTION:

I move to approve the work authorization for the restoration of the depot fountain with MTS Contracting Inc. in an amount not to exceed \$3,210.

ATTACHMENT:

1. Quote – MTS Contracting
2. Work Authorization – MTS Contracting



City of Parkville

Work Authorization for Repair and Maintenance

Project/Work Description

Title: Gresham Memorial Fountain Masonry Restoration Work

Scope of Work/Purpose:

Masonry Restoration Work for the Train Depot Fountain:

1. Coordinate work plan and schedule prior to starting.
2. Grind-out all existing capstone to capstone butt joints.
3. Jahn patch 3 spots of damaged capstones.
4. Remove one shifted capstone and save for re-installation.
5. Remove old mortar then prepare a new bed of mortar for both capstones.
6. Re-set one shifted capstone and one new capstone provided by the City.
7. Tuck point all 22 capstone to capstone butt joints and rake back mortar approx 3/4".
8. Install backer rod and then Pecora 890 NST sealant to each joint.
9. Each joint will be neatly tooled to ensure proper adhesion and configuration.
10. Clean-up and demobilize.

Schedule and Price

Project Start Date: April 20, 2015

Estimated Completion Date: June 1, 2015

Latest Acceptable Date: June 1, 2015

Estimated Cost: \$3,210.00

Expenditure Limit: Total Cost Not to Exceed \$3,210.00

Budget Account Code: 10-525-06-13-00 (Spirit Fountain Maintenance)

Acceptance of this work authorization constitutes agreement to perform the work described above in accordance with the City of Parkville Terms and Conditions for maintenance projects.

Name/Title: _____ Signature: _____
Company: _____ Date: _____

Authorization

Department Head: _____ Date: _____
City Administrator (if over \$1,000): _____ Date: _____
Mayor (if over \$2,500): _____ Date: _____

For Internal Staff Use Only

(initial each item and file with executed work authorization)

- Employment Eligibility Status Verification (if the cost exceeds \$5,000)
- Certificate of Insurance that demonstrates compliance with the Terms and Conditions
- Valid business license

MAINTENANCE AND REPAIR SERVICES TERMS AND CONDITIONS

1. The term “Contractor” when used herein means the entity that executes a work authorization to perform maintenance and/or repair work for the City of Parkville. Contractor represents it has all necessary skills, personnel, financial capacity, licenses, permits, knowledge, and certifications required to perform the services described in the work authorization.
2. Contractor shall submit its invoice to the City at the completion of the project. The City agrees to pay the balance of an approved invoice, or undisputed portions of a disputed invoice, within 30 days of the date of receipt by the City. In the event of a dispute, and prior to the invoice’s due date, City shall pay the undisputed portion of the invoice and notify Contractor of the nature of the dispute regarding the balance.
3. Contractor shall maintain accounts and records, including personnel, property, and financial records, adequate to identify and account for all costs pertaining to the Agreement and such other records as may be deemed necessary by the City to assure proper accounting for all funds. These records will be made available for audit purposes to the City or any authorized representative, and will be retained for three years after the expiration of this Agreement unless permission to destroy them is granted by the City.
4. Neither the City nor the Contractor shall be in default of the Terms and Conditions for delays in performance caused by circumstances beyond the reasonable control of the non-performing party.
5. The City reserves the right issue Changes, both additive and deductive, to the work authorization at the City’s discretion. Contractor shall advise the City of additional costs and time delays, if any, resulting from such Changes, before Contractor performs the Changes. No adjustment to the time or price will be permitted unless Contractor has advised the City of the potential impact prior to commencing work on the Change, and the City either issues an amended work authorization which is agreed to by the parties, or the City directs the Contractor to proceed.
6. Contractor shall indemnify and hold harmless the City and its departments, elected officials, officers, employees and agents, from and against all liability, suits, actions, proceedings, judgments, claims, losses, damages, and injuries (including attorneys’ fees and other expenses of litigation, arbitration, mediation or appeal), which in whole or in part arise out of or have been connected with Contractor's negligence, error, omission, recklessness, or wrongful or criminal conduct in the performance of Maintenance Services, including performance by Contractor's employees and agents; or arising from any claim for libel, slander, defamation, copyright infringement, invasion of privacy, piracy and/or plagiarism related to any materials related to materials furnished by Contractor in the course of performance of the work, except to the extent that such claims arise from materials created or supplied by the City. Contractor's obligation to indemnify and hold harmless shall remain in effect and shall be binding on Contractor whether such injury shall accrue, or may be discovered, before or after termination of this Agreement.

7. If the amount of the work authorization is in excess of \$5,000, the Contractor is required to verify the employment eligibility status of employees through the E-verify federal program administered by the Department of Homeland Security, U.S. Citizenship and Immigration Services. Contractor shall indemnify, defend and hold harmless the City of Parkville against any expense incurred including imposition of fines which results from violation of such laws. Contractor affirmatively states that it is not knowingly in violation of R.S.Mo. 285.530.1 and shall not henceforth be in such violation. Contractor further agrees to execute a sworn affidavit (on a form to be provided by the City) under the penalty of perjury attesting to the fact that the direct Contractor's employees are lawfully present in the United States.
8. The Contractor shall secure and maintain, at its expense, through the duration of the authorized work, Commercial General Liability Insurance on an occurrence basis with minimum limits of \$1,000,000 per occurrence and \$1,000,000 aggregate coverage. Contractor shall also secure and maintain Worker's Compensation and Employer's Liability Insurance, when applicable, at the limits required by state and/or federal law. The City will only accept coverage from an insurance carrier that offers proof that it:
 - A. Is licensed to do business in the State of Missouri;
 - B. Carries a Best's policy holder rating of A or better; and
 - C. Carries at least a Class X financial rating.Contractor shall furnish the City with a Certificate of Insurance on a standard ACORD form, indicating types of insurance, policy numbers, dates of commencement and expiration of policies and carriers. Contractor shall cause the City to be included as an Additional Insured, and shall require its insurer to provide the City with at least 30 days advance notice of cancellation. Service Provider shall deliver to the City a copy of an Additional Insured Endorsement, using ISO Additional Insured Endorsement (CG 20 10), edition date 11/85, or an equivalent (e.g., CG 20 10, edition date 10/93, plus CG 20 37, edition date 04/13 or other carrier form) and a Notice of Cancellation Endorsement, using CNA form G-140327-B (Ed. 07/11), Travelers Form IL T4 00 (12/09) or other equivalent carrier forms. A copy of the Notice of Cancellation Endorsement and Additional Insured Endorsement must be furnished to the Owner prior to commencement of any services on City property.
9. Contractor's assignment of personnel to perform the Services shall be subject to the City's oversight and general guidance. The City reserves the right to request qualifications and/or reject service from any and all employees of the Contractor.
10. None of the work or services covered by the work authorization shall be subcontracted without the prior written approval of the City.
11. The Contractor warrants to the City that materials and equipment furnished under the work authorization will be of good quality and new unless the work authorization permits otherwise. The Contractor further warrants that the work will be free from defects. The Contractor's warranty excludes remedy for damage or defect caused by abuse, alterations to the work not executed by the Contractor or its subcontractors or suppliers, improper or insufficient maintenance or improper operation. If required by the City, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment. The Contractor's warranty shall not be construed to replace, change or otherwise limit any statutory or common law warranty rights of the City.

12. Contractor represents that it is an independent contractor and that no personnel performing any of the services shall be employees of or have any contractual relationship with the City.
13. The Contractor shall promptly correct work rejected by the City or failing to conform to the Terms and Conditions. Costs of correcting such rejected work, including additional testing and inspections, the cost of uncovering and replacement, and compensation for services and expenses of a designer made necessary thereby, shall be at the Contractor's expense. If the Contractor fails to correct nonconforming Work within ten (10) days after receipt of written notice from the City, the City may correct it at Contractor's expense.
14. The City reserves the right and may elect to terminate the work authorization at any time, with or without cause, by giving at least three (3) days written notice to the Contractor. The City shall compensate Contractor for the services that have been completed to the City's satisfaction as of the date of termination. Contractor shall perform no activities other than reasonable wrap-up activities after receipt of notice of termination.
15. These Terms and Conditions shall be governed and construed in accordance with the laws of the State of Missouri.
16. Contractor shall not be authorized to make statements to the media or otherwise on behalf of the City without express direction and consent of the City.
17. Contractor shall comply with all applicable laws, ordinances, and codes of the State of Missouri and local governments, and shall save the City harmless with respect to any damages arising from any tort done in performing any of the work embraced by the work authorization.
18. During the performance of this Agreement, Contractor will not discriminate against any employee or applicant for employment because of race, creed, color, national origin, religion, or sex.
19. No member of the governing body of the City and no other officer, employee, or agent of the City who exercises any functions or responsibilities in connection with the planning and carrying out of this Agreement, shall have any personal financial interest, direct or indirect, with the work authorization, and the Contractor shall take appropriate steps to assure compliance.
20. If any part, term or provision of the Terms and Conditions is declared invalid, void, or enforceable, all remaining parts, terms, and provisions shall remain in full force and effect.
21. The failure of either party to require performance of the work authorization shall not affect such party's right to enforce the same. A waiver by either party of any provision of breach of this Agreement shall be in writing. A written waiver shall not affect the waiving party's rights with respect to any other provision or breach.
22. The services to be performed by the Contractor are intended solely for the benefit for the City. Nothing contained herein shall create a contractual relationship with, or any rights in favor of, any person or entity not a signatory to the work authorization.



Terry Zipsie
PRESIDENT

Mike Middleton
VICE PRESIDENT

March 18, 2015

City of Parkville
Mr. Tom Barnard
8880 Clark Ave.
Parkville MO 64152

Dear Tom,

Per our meeting this morning I am providing this proposal for masonry restoration work on the fountain near the old train depot in Parkville Missouri. I am factoring in that the project will be tax exempt but not prevailing wage.

Scope of work (see attached pictures)

- 1) Coordinate work plan and schedule prior to starting.
- 2) Grind-out all existing capstone to capstone butt joints.
- 3) Jahn patch 3 spots of damaged capstones.
- 4) Remove one shifted capstone and save for re-installation.
- 5) Remove old mortar then prepare a new bed of mortar for both capstones.
- 6) Re-set one shifted capstone and one new capstone provided by The City.
- 7) Tuck point all 22 capstone to capstone butt joints and rake back mortar approx. 3/4".
- 8) Install backer rod and then Pecora 890 NST sealant to each joint.
- 9) Each joint will be neatly tooled to ensure proper adhesion and configuration.
- 10) Clean-up and demobilize.

Bid \$3,210.00

If you have any questions or need anything else please call me at 816-421-0909 or email at Randyh@mtscontracting.com

Sincerely,

Randy Hartzler

1019 Swift Ave ☐
N. Kansas City, MO 64116 ☐
(816) 421-0909 Phone ☐
(816) 421-6969 Fax ☐

Since 1996

2110 E. Rockhurst ☐
Springfield, MO 65802 ☐
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