

RESOLUTION

City Council Resolution No. *2116*

Park Board Resolution

A JOINT RESOLUTION RATIFYING AN AGREEMENT TO ADOPT COMMON POLICIES AND PROCEDURES TO INSURE CONSISTENCY AND STANDARD PRACTICES BETWEEN THE CITY COUNCIL AND THE PARK BOARD

WHEREAS, the City and the Park Board share the same mission and share the common goal of providing superior municipal services to the citizens of Warrensburg;

WHEREAS, the Parks and Recreation Department, as administered by the Park Board, is a vital part of the quality of life of the citizens and visitors to the City of Warrensburg and the City could not fulfill its mission without the efforts and activities of the Parks and Recreation Department;

WHEREAS, the City currently provides human resources, accounting and payroll, budgeting, risk management, legal, information technology, internal and external auditing, and other functions in support of the Parks Department;

WHEREAS, both entities recognize the inherent value of the Park Department's mission as an additional valuable service provided by the City of Warrensburg and both possess a desire to continue to foster that relationship; and,

WHEREAS, the parties wish to continue to streamline operations and seek efficiencies wherever possible and to ratify current informal practices,

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The Park Board and the City Council previously agreed to follow the City's personnel policies and procedures and its Administrative Regulations which includes all Park Department part-time employees. By this resolution, the Park Board further agrees to follow the City's Financial Management policies, Purchasing Manual and/or policies, Salary Administration policies, Contracting Policy, Grant Administration, Internal and External Audit practices, Insurance, Risk Management and Emergency Management policies.

This resolution is meant to recognize and include the Park Board's current and future participation in the City's overall Capital Improvements Program (CIP) and the Park Board's

intent to submit those projects set forth in that Program and future CIPs for the approval of City Council before ratification by the Park Board. The parties agree to maximize efficiencies by combining project management, where possible, for Parks projects with City staff including its Public Works Director, and to submit for approval any contract for project management contained in the CIP to the City Council prior to ratification by the Parks Board. These submissions may be made by Park Board action or through their designation, by the Director of Parks and Recreation.

The City's Public Works Director shall provide project management services on CIP projects and/or projects greater than Fifty Thousand Dollars (\$50,000) in consultation with the Director of Parks and Recreation. Ultimate authority to decide any conflict or disagreement with respect to these projects shall be resolved by the City Manager in consultation with the Park Board.

Section 2. The Park Board and the City Council agree that the Park Board shall submit for approval to the City Council before ratification any debt issuance or any contract greater than Fifty Thousand Dollars (\$50,000.00) that is to be paid from the 3/8 cent sales tax after review by the City Attorney or the City's contracted legal counsel.

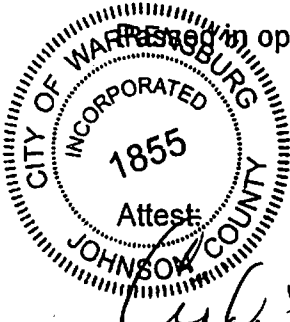
Section 3. The parties agree to jointly develop an orientation program for new members to the Board and Council. This training shall consist of information on the legal rights and responsibilities of public officials including, but not limited to, ethics, open records, open meetings and financial disclosure and to provide continuing training in the joint policies and procedures referenced above, that are hereby binding on the Council and the Board. In addition, the City Manager and the Director of Parks and Recreation shall develop additional training to educate its Board members on the relationship between the City Council and the Parks Board and any statutes or ordinances which specifically relate to the Parks Board or Parks and Recreation activities.

Section 4. The Park Board agrees to submit all proposed purchases of information technology equipment and/or software to the City's Information Technology department for review and authorization to ensure compatibility with other City processes. The City staff is obligated under this resolution to continue to provide information technology services and to assist the Park

Board's mission by responsive maintenance and service of the City's web site, including the Parks and Recreation portion thereof, to effectively communicate both parties' activities to the public.

Section 5. The parties shall seek to combine efforts in the provision of services and goods wherever possible including general operations, marketing, contracting, and equipment purchases.

Passed in open session this 10th day of August, 2015.



Robin Allen
Robin Allen, Mayor

Cindy Gabel
Cindy Gabel, City Clerk

Passed in open session this _____ day of _____, 2015 by the Park Board.

Board President

Attest:

Secretary