



September 12, 2022

Honorable Mayor and
Members of the City Council
City of Warrensburg, Missouri

Dear Mayor and Council Members:

SUBJECT: Ordinance authorizing the city manager and city clerk to enter into a contract with Warrensburg Parks and Recreation Board for the provision of facility and grounds maintenance.

BACKGROUND:

A strong and healthy parks system is an indicator of the quality of life in a community. Warrensburg Parks and Recreation is responsible for the oversight and maintenance of the public park grounds.

ISSUES:

The Parks and Recreation Department has experienced instability in the position of parks operation superintendent since 2021. Additionally, turnover in the parks maintenance division has been high with two of three parks maintenance worker positions being vacant for the better part of 2021 and 2022.

City staff identified an opportunity to share resources with the parks maintenance division by bringing the division underneath the public works department. Public works will bring the division under the supervision of the current street superintendent. Public works will provide supervision and direction to the parks maintenance division and work with the Parks and Recreation Board towards developing a strategic plan for facility and ground maintenance and improvements.

STRATEGIC PLAN:

Focus II: Community pride and interaction

FISCAL IMPACT:

The city will receive annually from the funds collected by the city for the parks department the amount allocated to facility and grounds maintenance by the Parks and Recreation Board.

RECOMMENDATION:

Adopt ordinance.

Sincerely,

Danielle Dulin
City Manager

Attachments:

Ordinance
Contract for Facility and Grounds Maintenance

BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE CITY MANAGER AND CITY CLERK TO EXECUTE A CONTRACT FOR PROVISION OF FACILITY AND GROUNDS MAINTENANCE BETWEEN THE WARRENSBURG PARKS AND RECREATION BOARD AND THE CITY OF WARRENSBURG, MISSOURI

WHEREAS, the Park and Recreation Board is organized and exists under the provisions of Sections 90.500 through 90.570 RSMo and is charged with the oversight and maintenance of the public park grounds of the City; and

WHEREAS, Section 70.220 authorizes the City and the Board to enter into agreements for operation of public facilities, and for common services; and

WHEREAS, the City has the resources to oversee and manage facilities and maintenance operations for the Board through its public works department and the Board desires to take advantage of the economies of scale in having the City provide these services; and

WHEREAS, the parties are willing to enter into an Agreement to provide certain public services and benefits which will serve the interests of both parties and the public.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WARRENSBURG, MISSOURI, AS FOLLOWS:

Section 1. That the City Manager and City Clerk are hereby authorized to execute a contract for provision of facility and grounds maintenance between the Warrensburg Parks and Recreation Board and the City of Warrensburg, Missouri in the form attached hereto.

Section 2. This ordinance shall be in full force and effect after its passage by the City Council.

Read two times and passed by the City Council for the City of Warrensburg, Missouri, this 12th day of September, 2022.

Mayor Jim Kushner

ATTEST:

Jodi L. Schneider, City Clerk

CONTRACT FOR PROVISION OF FACILITY AND GROUNDS MAINTENANCE
BETWEEN THE WARRENSBURG PARKS AND RECREATION BOARD
AND THE CITY OF WARRENSBURG, MISSOURI

This agreement is made and entered into as of _____, 2022 by and between the City of Warrensburg, Missouri (the "City"), and the Warrensburg Park and Recreation Board (the "Board").

WHEREAS, the Park and Recreation Board is organized and exists under the provisions of Sections 90.500 through 90.570 RSMo and is charged with the oversight and maintenance of the public park grounds of the City; and,

WHEREAS, Section 70.220 authorizes the City and the Board to enter into agreements for operation of public facilities, and for common services, and

WHEREAS, the City has the resources to oversee and manage facilities and maintenance operations for the Board through its public works department and the Board desires to take advantage of the economies of scale in having the City provide these services, and,

WHEREAS, the parties are willing to enter into an Agreement to provide certain public services and benefits which will serve the interests of both parties and the public; and,

WHEREAS, this Agreement is entered into to set forth the respective duties and obligations of each party,

NOW, THEREFORE, in consideration of the mutual promises contained herein, the City and Board agree as follows:

1. **The Board agrees** during the contract period as follows:
 - a. The Board agrees during the contract term to cooperate with the City Council, the City Manager and City staff to facilitate the City's oversight of facilities and grounds maintenance, capital project management, and capital improvement planning.
 - b. The Board agrees that the City shall receive annually from the funds collected to the credit of parks an amount necessary to fund the approved maintenance positions for parks and for costs attributable to the public works department's administrative costs in providing services hereunder.
 - c. The Board agrees that all current maintenance employees of the department shall become employees of the public works department, to be placed into positions commensurate to the current pay and benefits being received.

2. **The City agrees**, during the contract period as follows:

- a. The City will accept into the public works department all current park department maintenance employees at positions commensurate with current pay and benefits, and will hire employees necessary to fill all existing approved positions.
- b. The City will hire and fire, oversee, and maintain maintenance staff positions as agreed upon annually in the Board's budget which is approved and incorporated into the City's annual budget;
- c. The City will conduct the day to day maintenance of park facilities, will advise the Board of the same regularly, and will provide the Board with an annual maintenance plan that inventories and prioritizes the maintenance needs of park facilities throughout the City;
- d. The City will provide project oversight for all capital improvement projects, to include assistance with bidding and contracting for the same;
- e. The City will provide assistance in the development and maintenance of a capital improvement plan for the park system, such plan to be approved by the Board as a part of its annual budget process;
- f. The City will process pay and benefits for park maintenance employees and administrative costs from funds collected to the credit of the park fund according to the mutually approved annual budget and will report the same regularly to the Board.

3. Either party may terminate this Agreement upon sixty days notice to the other party, in writing, at the notified party's administrative office address.

4. Any notice required by this Agreement shall be effective upon mailing, postage prepaid, using the following information:

Board: c/o Director of Parks and Recreation
Community Center
445 E. Gay Street
Warrensburg, MO 64093

City: City Manager
City of Warrensburg
102 South Holden
Warrensburg, Missouri 64093

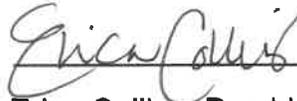
5. This Agreement shall remain in effect annually unless cancelled by either party as set forth herein.

IN WITNESS WHEREOF, the undersigned have placed their signatures as representatives of the parties hereto as of the day and year first above written.

CITY OF WARRENSBURG, MISSOURI

WARRENSBURG PARK AND
RECREATION BOARD

Danielle Dulin, City Manager

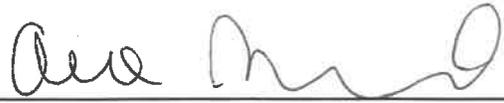


Erica Collins, President

ATTEST:

Jodi Schneider, City Clerk

ATTEST:



Secretary