

Workflow Status

Status

RLA ID#: 1136

Under Legal Review

Introduction

Action items *

☒ Authorize ☐ Appropriate ☐ Award ☐ Amend ☐ Courtesy ☐ Transfer ☐ Repeal

Preparing a Request for Legislative Action (RLA)

The RLA should clearly communicate the department's request to the organization, administration, elected officials and the public.

- What legislative action is being requested?
- What does this authorize the County to do?
- What is the benefit to the County? What is the benefit to the public?
- What is the funding source(s)? Does it require a transfer?
- Does this involve a contract? If so, has it been reviewed by the County Counselors Office?
- Is this a request to purchase goods or services? If so, have you completed the purchasing process with the Purchasing Office? The following documents may be required to be attached to this request:
 - Recommendation Memo from the Department
 - Pricing
 - Pertinent pages of the Invitation to Bid or Request for Proposals
 - Pertinent pages of other government contract
 - Pertinent pages of a contract or agreement

All applicable questions must be answered prior to submitting this form.

Request

Project/Title *

A Resolution authorizing the Director of Parks + Rec to execute a Memorandum of Understanding for the Programming and Improvement of the Blue River Parkway, a Jackson County Park, with the Heartland Conservation Alliance, at an actual cost to the County in the amount of \$30,000.

Request summary: *

This proposed Memorandum of Understanding with the Heartland Conservation Alliance is designed to continue to advance the goals and objectives of the County's Blue River Parkway Master Plan, by partnering with local agencies to improve the park, and access to the park, through a variety of recreational programs and initiatives. Adopted in 2022, the Master Plan placed a high priority on citizen engagement, with priority on underserved populations with limited access to open space and parks.

The Heartland Conservation Alliance is a non-profit organization that is focused on projects and initiatives that protect and improve the natural environments in the Blue River watershed, along with improving public awareness and access to the Blue River. The organization has a long history of public engagement and advocacy for the Blue River and has been a partner with Jackson County on numerous initiatives, including projects to remove invasive species at the Blue River Parkway, plant new trees, and offer guided nature hikes and kayaking trips. The HCA's *Blue River Nature Guide Program*, supported through this Memorandum, is designed to engage with the citizens of Jackson County and offer new ways for people to discover and enjoy the park.

Funding for the programs and initiatives in the Memorandum are subject to appropriation, beginning in 2024, and have been included in the Department's 2024 Budget request. This authorization is consistent with Chapter 1030.7 of the Jackson County Code, Tax Exempt Organizations and Agency services.

Contact Information

Department: *

Parks + Rec

Submitted Date:

Oct 20, 2023

Name: *

Brian Nowotny

Email: *

bpnowotny@jacksongov.org

Title:

Deputy Director Park Operations

Phone: *

816-503-4803

Attachments

[Fiscal Note 1136 - Parks + Rec.pdf](#)
[HCA MOU_NOV_2023_Final.docx](#)

Budget Information

Enter whole dollar amounts only.

Amount authorized by this legislation this fiscal year:

\$

0

Amount previously authorized this fiscal year:

\$

0

Total amount authorized after this legislative action:

\$

0

Is it transferring fund?

☐

No

▼ Single Source Funding:

Fund:

003 (Park Fund)

Department: *

1601 (Director of Parks)

Line Item Account: *

56789 (Outside Agency Funding)

Amount: *

\$

30,000

Prior Legislation

▼ Prior Ordinances

Ordinance:

Ordinance date:

▼ Prior Resolution

Resolution:

Resolution date:

Completed by Purchasing Department:

Does this RLA include the purchase or lease of supplies, materials, equipment or services?

☒ Yes

☐ No

Chapter 10 Justification:

☐ Formal Bid

☐ Informal Bid

☐ Sole Source

☐ Emergency

☐ Fixed Price Contract

☐ Purchase from Another Government

☒ Purchase from a Non-Profit

☐ Proprietary Goods for Resale

☐ Other

Core 4 Tax Clearance Completed:

☐ Yes

☒ Not Applicable

Certificate of Foreign Corporation Received:

☐ Yes

☒ Not Applicable

Have all required attachments been included in this RLA?

☒ Yes

☐ No

Completed by Compliance Review Office:

☒ Certificate of Compliance

☐ Not Applicable

☐ No

The certificate verifies that the vendor has met all County requirements for the following:

- All Jackson County MO taxes are paid to date
- All Jackson County MO Affirmative Action requirements have been met

Minority, Women and Veteran Owned Business Program

Goals Reviewed

☐ Goals have been set

☐ Goals are waived - Insufficient MBE or WBE firms available

☒ Not Applicable

☐ Contract is with another government agency

☐ Contract is for real property

☐ Emergency contract

☐ For purposes of borrowing money/bonds/other notes

☒ Less than \$50000

☐ Sole Source

☐ Other

Prevailing Wage

☐ Construction projects over \$75000

☐ Approval of a Term and Supply contract which
may include construction project(s) over \$75000

☒ Not Applicable

Fiscal Information - Completed by Finance and/or Budget Office

☐ There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered.

- ☐ This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- ☐ This legislative action does not impact the County financially and does not require Finance/Budget approval.
- ☐ Funds sufficient for this expenditure will be/were appropriated by
- ☐ Funds sufficient for this appropriation and/or transfer are available from the source indicated on the budget information tab.

Completed by County Counselor's Office:

Action Requested:

☐ Ordinance ☒ Resolution ☐ Professional Services Contract ☐ Executive Orders

Res/Ord No.:

Sponsor(s):

Legislature meeting date:

Process confidentially?



No

History**Comments**

Submitted by Parks + Rec requestor: Brian Nowotny on 10/20/2023. Comments:

Approved by Department Approver Michele Newman on 10/20/2023 1:57:54 PM. Comments:

Returned for more information by Purchasing Office Approver Barbara J. Casamento on 10/20/2023 2:53:27 PM. Comments: This needs to be justified according to Chapter 10 - either 1030.2 Acquisition from Other Government or possibly 1030.7 Tax Exempt Organizations and Agencies. Please contact the County Counselor's Office to see what they suggest

Fiscal Note:

This expenditure was included in the Annual Budget.

PC#

Date: October 23, 2023

RES #	21452
eRLA ID #:	<u>1136</u>

Org Code/Description

<u>Object Code</u>	<u>Description</u>
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Not to Exceed

003	Park Fund
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SUBJECT TO APPROPRIATION

IN 2024

\$

APPROVED

By David Moyer at 10:59 am, Oct 23, 2023

Budget Office