



AGENDA
GOVERNING BODY OF THE CITY OF
CLEARWATER, KANSAS
TUESDAY, February 24, 2015 - 6:30 P.M.
129 E. Ross Avenue
Clearwater, Kansas 67026

Pursuant to Ordinance No. 917 and Section 2.08.010 adopted by the governing body and approved by the Mayor on November 24, 2009, members of the public are allowed to address the Mayor and City Council for a period of time limited to not more than five minutes.

1. 6:30 P.M. Call Council Meeting to Order

2. Invocation:
Please remain standing after the invocation for the flag salute.

3. Roll Call by City Clerk

Mayor Michael York	Laura Papish, Council President
Jim Whitney, Council Member	Paul G. Clark, Council Member
Burt Ussery, Council Member	Chris Griffin, Council Member

4. Public Forum

5. Consent Agenda Notes (3), Tab A (5)

- a. Minutes of City Council Regular Session -- February 10, 2015 (6)
- b. Concession Contract with Kylie Cain (12)

Action Required: Approve/Approve Consent items
Action Taken: _____

**6. Presentation of Proposed Fire/Emergency Medical Services Study
by Wichita State University Notes (3), Tab B (14),**

Action Required: Approve or reject proposal
Action Taken: _____

7. Recreation Commission/Park Advisory Board Proposed Plans for City Park

Action Required: Approve or reject recommendations **Notes (3),**
Action Taken: _____ **Tab C (20)**

8. Potential Financial Impact of Park Glen Estates Improvements

**Notes (4),
Tab D (23)**

- a. Engineer's Opinion of Construction Costs of Improvements
- d. Fiscal Impact Analysis

Action Required: Receive report, no action required

9. Special Event Permit Notes (4), Tab E (26)

Action Required: Approve/Modify Permit
Action Taken: _____

10. Department Head Reports

11. Claims & Warrants (Handout)

Presentation of claims listing for authorization to pay.

Action Required: Approve as presented/with exceptions
Action Taken: _____

12. Staff Reports

A. City Administrator Report

13. Council Reports

14. Adjournment

If you need any accommodations for the meeting, please contact the City Clerk's Office, 620/584-2311, or the KANSAS RELAY SERVICE 800/766-3777. Please give 48 hours notice.

<http://www.clearwaterks.org/>

TO: Mayor and Council
FROM: Jim Heinicke, Interim City Administrator
SUBJECT: AGENDA NOTES
DATE: February 19, 2015

CONSENT AGENDA

Note: Council really only has a few hours per month to conduct city business. Therefore, I have introduced a "Consent Agenda" for items that are anticipated to draw no controversy or questions. The Council can then vote on all these Consent Agenda items with one motion. By eliminating time spent on simple items, Council can focus its energy on the matters that really need guidance and discourse.

However, if there is any item which any Councilmember or Mayor wishes to fully discuss instead, that item can be removed from the Consent Agenda and handled as a regular discussion item. The Consent Agenda does not foreclose further discussion if it is needed.

Item 5 Consent Agenda Items

a. Minutes of City Council Regular Session -- January 27, 2015

Approval of the Consent Agenda would result in approval of the minutes.

b. Concession Contract

Kylie Cain, last year's concessionaire at the park concession stand has agreed to the proposed extension of the operating contract. Council agreed to this course of action at the previous meeting. The contract is enclosed for final approval.

Approval of the Consent Agenda would result in setting the dates noted above.

-----end of Consent Items

Item 6 Presentation of Proposed Fire/Emergency Medical Services Study by Wichita State University

At the last meeting, Council asked to place on the agenda a proposal from Wichita State University. This proposal is to study Clearwater Fire and Emergency Medical Services Time table who is project manager

Item 7 Recreation Commission/Park Advisory Board Proposed Plans for City Park

Enclosed are recommendations from the Park and Recreation Commission relative to park improvements for 2015. There are two categories shown for recommendations. First is a series of Actions which would be taken to remove or prepare areas at the park

which involve removing old equipment, moving utilities and other items. These items total \$40,972. The second category, New Equipment, is for playground items and totals \$14,915. The grand total is \$55,887.

The City share of this would come out of the Special Parks and Recreation Fund. At this point, there is just over \$33,000 available in this Fund. There needs to be discussion about how to finance the cost of improvements. The Administrator and Clerk were not parties to any past discussion of this project, since we were not yet here.

Item 8 Potential Financial Impact of Park Glen Estates Improvements

Enclosed is the Engineer's Opinion of Probable Cost for Phase I of Park Glen Estates. It is expected that Phase I would include a tier of 11 lots along Park Glen Avenue. The patio homes are currently planned for a late time.

While no official action is requested, the purpose of this item is to inform the Council of the fiscal impact of issuing special assessment financing for this portion of public improvements. In the Opinion document are estimates for the Street, Water and Sewer extensions that would be involved in this portion of the project.

The total project cost at this point is expected to be \$362,000. This translates to approximately \$33,000 in specials that would come due annually. To the City, this risk is equivalent of 2.3 mills per year. So in the worst case scenario where nothing is ever paid by the developer, the risk to the City is 2.3 mills over a 15-20 year period based upon current assessed valuation. The City currently levies 54 mills. The 2.3 mill risk represents 4.4% of the total levy.

Therefore, it would not appear that this phase of subdivision would be particularly risky to the City's future.

Item 9 Special Event Permit

At a previous meeting, Council asked that the Fall Festival Committee get all its requests for assistance from the City into one request. To facilitate this and to assist those who wish to come forward for assistance in the future, staff recommends adoption of the enclosed permit. This would create the basis for identifying the typically requested items and help everyone better plan for the event.

Council is asked to approve or modify the permit, so it can be used as soon as possible.

TAB A

**MINUTES
CITY OF CLEARWATER, SEDGWICK COUNTY, KANSAS
CITY COUNCIL MEETING**

February 10, 2015
Clearwater City Hall – Council Chambers
129 E. Ross Avenue
Clearwater, KS 67026

CALL TO ORDER

The regular meeting of the City of Clearwater, Sedgwick County, Kansas, City Council was called to order by Mayor Michael York on Tuesday, February 10, 2015 at 6:30 p.m., in the Clearwater City Council Chamber, City Hall, 129 E. Ross Avenue, Clearwater, Kansas.

INVOCATION & PLEDGE OF ALLEGIANCE

Council Member Griffin gave the invocation which was followed by the pledge of allegiance and flag salute.

ROLL CALL

The City Clerk called the roll to confirm the presence of a quorum. The following members were present:

Mike York, Mayor; Chris Griffin, Burt Ussery, Laura Papish, Paul Clark, Council Members. Council Member Whitney was absent

The following staff members were present:

Jim Heinicke, Interim City Administrator; Courtney Meyer, City Clerk; Others staff members present were: Gene Garcia, Police Chief; Ernie Misak, Public Works Director; Marvin Schauf, Fire Department; Donald Schauf, EMS Director; Pamela Riggs, Senior Center Director;

Others present: Sam Jack, Times Sentinel Newspaper; Shaun Weaver, Park Glen Estates; Jim Kohman, EBH Engineers; Paige Peppard, Charlie Troll, Ashton Pelz, Molly Kuntz, Erin King.

REVIEW OF THE MINUTES

Griffin moved, Ussery seconded to approve the consent agenda with one change to the minutes. Clark's vote on the zoning change needs to be changed to Yea. Consent agenda was voted on and passed unanimously with the change. 4-0

Public Forum

No one addressed the City Council at this time.

NEW BUSINESS

Engineering Agreement with EBH for Sewer Lagoon Project

Interim Administrator, Heinicke stated the amendment enables the engineer to draw up

specifications and detailed plans for recirculation piping, adjustment of the outflow pipe, and removal of sludge which has been accumulating since the 1960's. In addition, the engineer would assist with the bid process and perform the construction administration and inspection during the actual construction. This would see the City through to the end of the lagoon improvements. The only remaining issue would be analyzing the potential for irrigation options.

Griffin asked who will be performing the inspections on the job. Kohman stated the contract with EBH Engineers includes the inspections

Ussery asked how this new agreement would impact the City's budget. Heinicke stated the project will be bonded therefore will not affect our current budget.

Mayor York inquired about the time frame of the project. Kohman stated the project should be underway around July or August.

Ussery asked if it will be the City's responsibility to dispose of the sludge. Kohman stated the sludge removal will be arranged by the contractors.

Kohman stated the next item to talk about will be about irrigation.

Preliminary Plat for Park Glen Estates

Heinicke addressed the Council with an update from the Planning Commission meeting regarding the preliminary plat for Park Glen Estates. Several issues resulted from follow-up on Park Glen Estates Preliminary Plat. First, the Planning Commission has now approved the Preliminary Plat with conditions. The primary conditions are:

- a. Change in right-of-way layout to connect to eventual collector street from the north. A new drawing should be available.
- b. Execution of a Developer Agreement between the City and Developer identifying any special terms, conditions of financing, and other issues to be resolved for this subdivision. The specific agreement would be a City Council matter.
- c. Developer would not exercise the PUD process.
- d. Variance would be obtained for the minimum lot frontage for cul-de-sacs on Park Glen Court where the patio homes are planned.
- e. Variance would be obtained for the 6 foot side yard setbacks.
- f. Streets in Park Glen Estates would be built to curb and gutter standard.
- g. Routing of sewer service has now been worked out in conjunction with the Engineer and City. Details of assessments and other factors would be spelled out in Developer Agreement.
- h. The Final Plat would be phased, and only Phase 1 of the Preliminary Plat would be subject to final platting.

Heinicke stated he is still working on getting the cost for the collector street that would run along school property.

Ussery questioned if a decision needed to be made whether the street was going in for sure before the final plat was approved. Parker informed Council no that will not be the

case but any such action would be detailed in the Developers Agreement.

Shaun Weaver addressed the Council and informed them he is working on the HOA covenants and hopes to bring in final plat to next Planning Commission Meeting.

No action needed.

Discussion of Potential Aging Services Grant

Pamela Riggs, Community Center Director informed the Council, Clearwater may be eligible for increased grant funding for the aging program due to the programs and memberships that are being held through the Center. Riggs asked if she could move forward with program.

Council agreed by consensus to move forward with the program.

Concession Agreement for City Park Concession Stand

The Council considered how it will handle concessions this year at the City Park Concession Stand. Council could renew the 2014 agreement, solicit proposals, or not rent the facility in 2015.

Council stated there were no problems or issues with asking if previous renter would like to sign a 2015 contract.

The previous renter will be contacted to ask if they would like to proceed with a 2015 agreement.

Proposal for Water Well Security and Fencing

Council member Clark abstained from this discussion. He indicated a potential conflict of interest in the project.

Council had indicated that it wanted an update on the water well security and fencing project. The Director of Public Works, Misak has developed a plan of action. Fencing has been an item of discussion. There are two separate issues. First, there is a need to delineate the boundary of the well site in order to preclude a farmer from moving too close to the well with fertilizers and nitrates. This could contaminate the well resulting in substantial costs of finding additional supply of water. It is essential to control the perimeter of the site to protect against contamination.

The second concern is standard security. Council needs to determine if it is cost effective to construct a boundary fence for perhaps \$10,000. The fence needs to be far enough from the well house to enable large derricks to enter the site when a well needs to be pulled. Staff is not convinced that chain link perimeter safety fence is really needed at this time.

A relatively inexpensive security mechanism is to install alarms and cameras at each site. The Director of Public Works presented additional information at the meeting. Maps were presented showing proposed fencing options for the three wells.

Misak addressed the Council and suggested putting a barrier fence around the property line and alarms on the well doors versus fencing the entire well house in. The barrier fence would be posts spaced 20' to 25' apart with wire connecting them.

Council discussed the importance of having a barrier directly around the well house.

Griffin asked if alarms are installed on the doors who would have jurisdiction to respond to it since the well houses are not in city limits. Chief Garcia stated both City and County will be able to respond.

Misak suggested instead of making a fenced in barrier around the well house large enough to get trucks in he would like a fence around the well house with a 6' clearing around the building. That would give the protection to the well house that is requested and allow trucks to work on wells from outside the fence.

Misak was asked to get quotes on placing a barrier fence 6' from the well house buildings and alarm systems for all three wells and present to council.

Discussion of School Resource Officer Position

Heinicke stated the City Attorney has developed an inter local agreement as directed at the last meeting.

The School would like a small group meeting to discuss SRO. Heinicke suggests adding the potential collector street on that agenda.

Mayor York agreed to the meeting with the School and was asked to select a Council Member to attend. The Mayor will make a choice by the end of the week.

Department Head Reports

Chief Garcia stated the older patrol car and the animal control truck need new tires. The radiator in the animal control truck needs replaced and he will review whether it will be worth replacing the radiator on the truck.

Garcia is also reviewing animal control procedures. He would like the position to be more accountable.

EMS Director, Donald Schauf reported Wednesday Morning February 4th the new ambulance was in a small accident. On the way to St. Teresa Hospital an oncoming car crossed the center line and in order to miss the car the ambulance driver hit a road sign. No persons were injured. The only damage was the side mirror came off and there are now scuffs on the truck. Schauf will get body work and graphics quotes to repair the damage

Schauf is still working on the electronic patient reporting.

Public Works Director, Misak updated the Council on the Charles Engineering project. The main extension does need State approval. The City Engineer is working on the submittal documents.

Misak informed the Council that the Business Park sign is up.

Council Member Whitney enters meeting

Claims & Warrants

City Clerk Meyer presented the claims and warrants as of February 10, 2015 in the amount of \$65,644.85.

Ussery moved Whitney seconded to authorize the payment of all Claims and Warrants in the amount of \$65,644.85. The motion was voted on and it passed unanimously. 5-0

Staff Reports

Heinicke asked the how they would like to proceed with the SKT building for sale. The Staff has toured the building and gave their recommendations.

Council discussed and would like to see numbers to compare the cost of the new building and the cost to update and remodel the existing City Hall. They would also like to know if there is a deadline for an answer to SKT on whether the City is interested or not. If possible Council would like to see this project assigned to the new City Administrator.

Heinicke stated sewer rates will increase 1 percent per previously adopted ordinance unless Council takes action to the contrary. The Sewer Fund does not appear to require a higher increase at this point in time. A rate increase will be likely once final costs for the sewer lagoon project is identified.

Heinicke also stated that from the Priorities Checklist the request to conduct a strategic plan for future of emergency services in Clearwater was a high priority on the list. Heinicke has asked WSU to come to next meeting to discuss their proposal.

City Clerk Meyer reviewed with Council the new Financial Dashboard and walked through on how to read and review it.

Council Reports

Ussery updated the Council on the public meeting held on February 5, 2015. Mike Justice gave a presentation and answered questions about what a City Administrator job is. With the attendees of the meeting they came up with a list of what the public would look for in an Administrator. The Search Committee plans on using the list to help select an Administrator.

Griffin had nothing to report

Whitney had nothing to report

Clark had nothing to report.

Papish had nothing to report.

Mayor Mike York had nothing to report.

Adjournment

With no further discussion to come before the Council, Ussery moved, Clark seconded for adjournment. The motion was voted and passed unanimously. 5-0.

The Meeting adjourned at 7:52 p.m.

CERTIFICATE

State of Kansas }
County of Sedgwick }
City of Clearwater }

I, Courtney Meyer, City Clerk of the City of Clearwater, Sedgwick County, Kansas, hereby certify that the foregoing is a true and correct copy of the approved minutes of the February 10, 2015 City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 24th day of February, 2015.

Courtney Meyer, City Clerk

LEASE AGREEMENT FOR OPERATIONS AT CITY PARK CONCESSION STAND

THIS AGREEMENT is entered into this _____ day of _____, 2015, by and between:

THE CITY OF CLEARWATER, KANSAS, a municipal corporation, hereinafter referred to as "City;" and

KYLIE CAIN, hereinafter referred to as "Lessee."

WHEREAS, Lessee owns sno cone equipment and other concession equipment and seeks to operate such equipment as a sole proprietorship at the concession stand in City Park within the City;

WHEREAS, City desires to offer concessions to users of the City Park for the summer;

NOW THEREFORE, FOR AND IN CONSIDERATION OF the mutual promises, terms, covenants, and conditions set forth herein, the parties agree as follows:

- 1. Payment.** In consideration for the cooperation of City as to the City Park concession stand, Lessee agrees to pay to the City the sum of \$250.00 per month for the term of this Agreement. Said payment shall be due and payable to the City Clerk on the first day of each month.
- 2. Utilities.** City shall be solely responsible for all utilities.
- 3. Maintenance.** Lessee will maintain the interior concession stand area in a clean, sanitary condition and shall keep the area surrounding the concession stand clean and free of debris arising from operation of the business.
- 4. Relationship of parties.** Lessee is at all times an independent contractor. Lessee is solely responsible for remittance of sales tax. Lessee agrees to hold the City harmless for any and all claims for personal injury or for loss or damage to any property.
- 5. Term.** The term of this Agreement shall be from May 1, 2015 to September 30, 2015 without respect to the actual operating dates of Lessee's business at the location.
- 6. Non-interference; cooperation.** Lessee agrees not to interfere with City employees in the conduct of their duties.
- 7. Removal of equipment and property.** On or before midnight, September 30, 2015, Lessee shall remove all equipment and property from City's premises belonging to Lessee.

8. Assignment; sub-leasing prohibited. This agreement is personal to Lessee and shall not be assigned. The City's concession stand shall not be sub-leased by Lessee to another party.

9. Termination. Either party may terminate this agreement upon thirty (30) days prior written notice without cause. Payment due the City hereunder shall be prorated to the termination date. Lessee shall remove all equipment and property from City's premises belonging to Lessee prior to the termination date.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed the day and year above written.

CITY OF CLEARWATER, KANSAS

LESSEE

MAYOR, MIKE YORK

KYLIE CAIN

SEAL

ATTEST:

CITY CLERK, COURTNEY MEYER

APPROVED AS TO FORM:

CITY ATTORNEY, AUSTIN PARKER

TAB B

City of Clearwater
Fire and Emergency Medical Services
Management and Financial Assessment Proposal
November 23, 2014

The Hugo Wall School (HWS) of Public Affairs at Wichita State University works to enhance the quality of public affairs by assisting public officials and community organizations to meet the challenges of governance and improve service delivery. The mission of the Hugo Wall School is to enhance public service through integrated instruction, research and service. Faculty and staff at the HWS serve as content experts, neutral facilitators and researchers for a variety of public and nonprofit organizations. The HWS believes that every organization and community is unique and is committed to understanding the needs and nuances of each community. The HWS is a nonprofit organization driven by the mission of public service and is committed to a quality product that serves the needs of each organization or community.

Background and Purpose

In response to the City of Clearwater request for services, the HWS proposes to assist the City of Clearwater with an assessment of fire and emergency medical services to evaluate models for service delivery for the future. As economic and social influences impact the ability of a primarily volunteer fire and EMS organization, an assessment can provide the benefits and disadvantages of alternatives models, including financial implications and feasibility. The HWS, in cooperation with the City of Clearwater, will provide neutral research, facilitation and evaluation services. The purpose of the consultation is to conduct a thorough assessment of fire and emergency medical service models for the City of Clearwater to determine a preferred structured for the future. Alternatives will include continuation of a primary volunteer structure, combined volunteer and paid staff, only paid

staff, contracting for services, and other potential models. The HWS will provide analysis of current and alternative models to identify a preferred recommendation for implementation

PROCESS

In order to conduct a successful organizational assessment, the WSU team will: 1) Engage stakeholder; 2) Research best practices and peer communities; 3) Develop management and financial models; and 4) Create written report. Following is information on each step:

Step 1: Stakeholder Engagement

The HWS will engage fire and emergency medical service (EMS) stakeholders to identify issues, trends and influencing factors that currently impact fire and EMS, and future implications. Information will be collected on management structure, finances, response times, volunteer pool, equipment, supplies and other relevant information. Stakeholders in the City of Clearwater public safety, management and community members will be contacted, as well as Sedgwick County public safety officials.

Estimated Hours = 30

Step 2: Peer Community and Best Practice Research

The HWS will research alternative implantation structures for Fire and EMS from peer communities and industry standards for similar communities. Response times, expenditures, management structures, financial information, historic implementation and other relevant information will be collected.

Estimated Hours = 30

Step 3: Management and Financial Models

The HWS will develop alternative management structures and financial models for consideration by the City of Clearwater. The HWS will work with public safety professionals to estimate response time impact and other service implications for each alternative. The purpose will be to clearly identify the public safety, management, and financial impact for the short-term and future of the community. Through consultation

with the City of Clearwater and public safety professionals, a preferred scenario will be developed as the recommendation.

Estimated Hours = 40

Step 4: Final Report

A final written report summarizing the engagement, research, management and financial models, and final recommendations will be developed and presented to the City of Clearwater.

Estimated Hours = 35

TIMEFRAME

All work will be completed in four months after contract agreement.

BUDGET

Stakeholder Engagement (30 hours)	\$2,200
Best practices and Peer Communities Research (30 hours)	\$2,000
Management and Financial Models (40 hours)	\$3,400
Written report (35 hours)	\$2,800

*Hours reflect faculty, professional staff, and graduate assistants

Subtotal for staff hours	<u>\$10,400</u>
Operational expenses (mileage, photocopies, supplies)	\$600
Administrative expenses (15 percent)	<u>\$1,650</u>
Total	\$12,650

RECENT RELATED PROJECTS

- City of Wichita, Police Department, Organizational Assessment
- State of Nebraska, Population and Service Delivery Impact Forecasting (Water)
- Sedgwick County, Inventory Assessment (Financial Savings Option)

- City of Wichita, Recreation Division, Organizational Assessment and Financial Models
- City of Wichita, Environmental Services, Organizational Assessment

PROJECT TEAM

Dr. Nancy McCarthy Snyder, is the Director of the Hugo Wall School of Urban and Public Affairs at Wichita State University. She has been on the faculty of the Hugo Wall School for Urban and Public Affairs at WSU for nearly 30 years. Dr. Snyder has taught courses in statistics, public sector budgeting, economic insecurity and nonprofit management. Her research interests have focused on public finances, human service policy and financing of human services, particularly issues of contracting and the privatization of child welfare in Kansas.

Misty R. Bruckner, Associate Director of the Hugo Wall School, Center for Urban Studies, joined the Hugo Wall School at Wichita State University in September 2006. Ms. Bruckner is responsible for assisting local governments and nonprofits with special projects, policy development, community surveys, and facilitation and training efforts. Ms. Bruckner completed her MPA degree at the Hugo Wall School in 1995. From 1994 through 2000, she worked in the Office of the City Manager, City of Wichita, as assistant to the city manager, and after 2000, was self-employed as a consultant to local governments and nonprofit agencies prior to joining the Hugo Wall School. Ms. Bruckner is a recipient of the Excellence in Public Service Award and the Sedgwick County Sheriff's Office Bronze Medal Award for Public Service –the highest honor for a civilian. In 2010, Ms. Bruckner was selected to participate in the Kansas Leadership Center's Community Collaboration Academy aimed at advancing facilitation and collaboration efforts across the state of Kansas.

Paula Downs, REAP Sustainable Communities Project Director, has a Bachelor of Science in Administration of Justice as well as a Master of Public Administration with a Graduate Certificate in non-Project Management, both from Wichita State University. She previously worked at Sedgwick County for 21 years, beginning in the District Attorney's Office and finishing her career in the Project Services Department. Paula has 13 years of experience working as a project manager and serving as an organizational development consultant. In her current role, she oversees the Regional Sustainable Communities planning effort. This project engages partners, stakeholders, local government representatives, and the public, around regional issues in the areas of housing, transportation, workforce and business development, natural environment, and healthy community design.

Other Professional Staff and Graduate Assistants

CONTACT PERSON

Misty R. Bruckner, Associate Director, Hugo Wall School of Public Affairs, 316.978.6527, misty.bruckner@wichita.edu

TAB C

CLEARWATER CITY PARK PROJECT

Recommendations from Clearwater Recreation Commission/Park Advisory Board:

- Remove stagecoach – Safety concern.
- Remove gazebo – Safety concern with rotted wood.
- Remove concrete – Under gazebo and where bathrooms used to be.
- Move small playground equipment – Piece on east side of shelter will be moved to area west of where gazebo stood. Will be focal point of playground area for smaller children.
- Move electric poles – Electric poles and box in middle of park will be moved east but west of the ditch to continue providing necessary electricity to park and wells. Will improve safety with the removal of overhead lines near playground area.
- Dirt work – Back fill dirt under merry go round and prep work under playground areas to get correct height for fall zone surfacing.
- Sidewalks – 6 foot sidewalks around each playground area will hold in fall zone surfacing and extend the walking paths.
- Fall zone surfacing – Engineered wood fiber will be covered over geotextile cloth to slow/prevent the growth of weeds under both playground areas. Due to the age of the equipment and location near tree roots, this is an economical, safe and handicap accessible option for fall zone protection.
- Equipment – Install two new age appropriate individual pieces in each playground area and an additional swing set west of the current swing set.

CLEARWATER CITY PARK PROJECT		
ACTION		
Remove stagecoach	N/A	
Remove gazebo	N/A	
Remove concrete pads	N/A	
Move small playground equipment & dirtwork	\$4,500.00	
Move electric poles	\$15,205.00	
Sidewalk around big playground area	\$4,000.00	
Curb around small playground area	\$3,000.00	
Wood Fiber & fabric under both playground areas	\$14,267.00	
	\$40,972.00	
NEW EQUIPMENT		
Large playground - Spinner Bowl	\$1,250.00	
Large playground - Spica 3	\$2,707.00	
Small playground - Motorcycle	\$963.00	
Small playground - Toddler Spica	\$1,664.00	
Swings - 8' double bay (2 belt and 1 basket)	\$8,331.00	
	\$14,915.00	
GRAND TOTAL	\$55,887.00	

TAB D

TAB E

CITY OF CLEARWATER, KANSAS
SPECIAL EVENT PERMIT
ON PUBLIC PROPERTY WITHIN
THE CLEARWATER CORPORATE LIMITS

Permitee:

Permitee Group or Organization (if any):

Permitee Address:

Permit Date(s):

Permit Hours:

Description of the Area to be Utilized Pursuant to this Permit:

Description of Special Event Activities Permitted Pursuant to this Permit:

Permit Conditions:

1. Hours of Operation: Pursuant to this permit, the above-described Area to be Utilized Pursuant to this Permit is permitted to be utilized for the above-described Special Event Activities on the Permit Date(s) during the Permit Hours.

2. Street Closure: The following street(s) are to be closed to non-emergency traffic on the Permit Date(s) during the Permit Hours: _____

3. Parade: One parade spanning from _____ to _____ shall be permitted on one of the Permit Date(s) during the Permit Hours. In accordance with Section 8 below, Permitee, in conjunction with the Permitee Group or Organization (if any), is responsible for the removal of any trash or other debris generated during the course of such parade.

4. Posting: During the entire time this special event permit is in effect, it shall be conspicuously posted within the above-described Area to be Utilized Pursuant to this Permit.

5. Emergency Vehicle Access: A clear path for emergency vehicle access should be maintained across and through the above-described streets on the Permit Date(s) during the Permit Hours.

6. Setbacks: All carnival rides, amusements, midway games, concessionaire stands and equipment as well as all other temporary structures erected in the above-described Area to be Utilized Pursuant to this Permit shall be set back not less than forty (40) feet from all street rights-of-way not closed to non-emergency traffic as set forth above.

7. Adequate Sanitary Facilities: Permitee, in conjunction with the Permitee Group or Organization (if any), is responsible for assuring that the above-described Area to be Utilized Pursuant to this Permit

contains adequate sanitation facilities. Adequate sanitation facilities shall be determined on the basis of one (1) temporary restroom facility per one hundred (100) estimated people in attendance per hour. In this regard, Permittee, in conjunction with the Permittee Group or Organization (if any), shall provide _____ (__) porta potties, properly secured by stakes to the ground, to be utilized in conjunction with the above-described Special Event Activities within the above-described Area to be Utilized Pursuant to this Permit. Additionally, the City of Clearwater will also open its public restroom facilities located within the above-described Special Event Activities on the Permit Date(s) during the Permit Hours.

8. Trash: Permittee, in conjunction with the Permittee Group or Organization (if any), is responsible for providing the appropriate number of trash containers to contain any trash or other debris generated during the above-described Special Event Activities within the Area to be Utilized Pursuant to this Permit, including the placement of containers by all concession areas. Permittee, in conjunction with the Permittee Group or Organization (if any), is also responsible for the removal of any trash or other debris generated during the course of the above-described Special Event Activities from the Area to be Utilized Pursuant to this Permit as well as its surrounding vicinity.

9. Indemnification: Permittee, in conjunction with the Permittee Group or Organization (if any), shall assure that the City of Clearwater is indemnified against any and all losses incurred in connection with the above-described Special Event Activities by procuring and attaching to this Permit the following insurance coverage which names and indemnifies the City from any and all liability in this regard on a primary and non-contributory basis and includes a waiver of subrogation in favor of the City of Clearwater:

- General Liability insurance with limits of not less than \$1,000,000 per occurrence and \$2,000,000 per aggregate;
- Workers' compensation coverage for all event employees or volunteers; and
- Umbrella insurance with limits no less than \$1,000,000.

10. Permits: A Special Event Permit fee of \$_____ is required to be paid to the City of Clearwater prior to Permit issuance. The Permittee, in conjunction with the Permittee Group or Organization (if any), is responsible for filing and obtaining all additional necessary and/or appropriate permits and licenses. All costs of such permits and licenses will be the responsibility of the Permittee, in conjunction with the Permittee Group or Organization (if any).

11. Compliance: Strict compliance with all applicable state and local statutes, codes, ordinances, resolutions, rules and regulations as well as the terms and conditions of this Special Event Permit is a condition precedent to the continued validity of this Permit. Any failure to comply immediately nullifies the validity of this Permit. Upon written notice of such nullification to the Permittee or any other member of the Permittee Group or Organization (if any) from the Mayor of the City of Clearwater, all of the above-described Special Event Activities shall immediately terminate. Any continuation of the above-described Special Event Activities in violation of such written notice of nullification may constitute violation(s) of applicable state and local statutes, codes, ordinances, resolutions, rules and regulations.

ISSUED this _____ day of _____, 201_.

SEAL
ATTEST:

MAYOR, MIKE YORK

CITY CLERK, COURTNEY MEYER