

**City of Fayetteville Staff Review Form**

**2018-0329**

**Legistar File ID**

**7/3/2018**

City Council Meeting Date - Agenda Item Only  
N/A for Non-Agenda Item

John Crow

6/13/2018

PARKS & RECREATION (520)

**Submitted By**

**Submitted Date**

**Division / Department**

**Action Recommendation:**

Approval of a budget adjustment to recognize \$7,000 of unrecognized funds in the Southeast Park Land Dedication Fund for the YRCC Garden Shelter Project.

**Budget Impact:**

2250.520.9256-5400.00/2250.520.9255-5400.00

Park Development

Account Number

Fund

31601.1

YRCC Kid Crops Gazebo

Project Number

Project Title

Budgeted Item? No

Current Budget \$ 9,198.00

Funds Obligated \$ -

Current Balance **\$ 9,198.00**

Does item have a cost? No

Item Cost

Budget Adjustment Attached? Yes

Budget Adjustment \$ 7,000.00

Remaining Budget **\$ 16,198.00**

V20180321

Purchase Order Number: \_\_\_\_\_

Previous Ordinance or Resolution # \_\_\_\_\_

Change Order Number: \_\_\_\_\_

Approval Date: \_\_\_\_\_

Original Contract Number: \_\_\_\_\_

Comments:



**TO:** Mayor and City Council

**THRU:** Don Marr, Chief of Staff  
Connie Edmonston, Parks and Recreation Director

**FROM:** John Crow, Recreation Superintendent

**DATE:** June 13, 2018

**SUBJECT:** Approval of a budget adjustment to recognize \$7,000 of unrecognized funds in the Southeast Park Land Dedication Fund for the YRCC Garden Shelter Project.

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**RECOMMENDATION:** Approval of a budget adjustment to recognize \$7,000 of unrecognized funds in the Southeast Park Land Dedication Fund for the YRCC Garden Shelter Project.

**BACKGROUND:**

In 2015 the Friends of YRCC were awarded a grant through the Northwest Economic Development District in the amount of \$9,198 for the construction of a Garden Shelter to better serve the participants of the Kid Crops program. The structure will serve approximately 300 youth during the year by providing an additional area for programming that is protected from the sun and rain. The shelter will provide a place for teaching demonstrations, preparing produce for cooking, and completing other crafts and projects.

Parks and Recreation Planning Staff compiled a list of supplies and materials for the YRCC Garden Shelter Project with an estimated cost of \$13,742. This is approximately \$4,500 more than the grant funding of \$9,198. The Friends of YRCC board members and Parks and Recreation staff have diligently solicited donors for the balance needed with no success. They have, however, secured a volunteer in the construction and building trades industry to donate his time and resources to build the structure.

**DISCUSSION:**

Staff asks to approve the budget adjustment to recognize \$7,000 of Park Land Dedication Fees to cover the balance needed for supplies and materials of the YRCC Garden Shelter Project. This includes the approximately \$4,500 needed based on cost estimates, contingency, and extra for unforeseen items. The donation of the construction of the structure from a volunteer will result in significant savings for the department.

**BUDGET/STAFF IMPACT:**

Unrecognized SE Quadrant Park Land Dedication Funds in the amount of \$7,000 are available. Staff is requesting they be recognized for the YRCC Garden Shelter Project to cover the balance needed for materials and supplies. Park Land Dedication Funds are collected from residential development and can only be used within the park quadrant they are collected in.

**Attachments:**

Staff Review Form

Budget Adjustment

YRCC GIF Grant Agreement



NORTHWEST ARKANSAS  
ECONOMIC DEVELOPMENT DISTRICT, INC.

NWAEDD PLAZA  
818 Highway 62-65-412 North • P.O. Box 190  
Harrison, Arkansas 72602-0190  
(870) 741-5404

October 29, 2015

To Whom It May Concern:

Enclosed you will find two (2) signed grant agreements. One grant agreement is for your records, the other is for you to sign and return to NWAEDD in the envelope provided. This ensures that we will have the proper documentation on file. Once we have received the signed grant agreement we will then issue a check and it will be sent to you along with a close-out form.

Thank you for your cooperation in this matter.

Sincerely,

Jeremy Ragland  
Assistant Director

Northwest Arkansas Economic Development District, Inc.  
General Improvement Fund Grant Program  
**Grant Agreement**

Grantee: **SOUTHEAST FAYETTEVILLE COMMUNITY  
CENTER (YVONNE RICHARDSON  
COMMUNITY CENTER)**

Grant #:  
**05-04-85-10-15**

Grant Amount:    \$   **9,198.00**

Purpose: **Funding to construct a  
gazebo to hold events  
at for the "Kid Crops  
Program".**

**GRANTOR**

Northwest Arkansas Economic Development District, Inc.  
P.O. Box 190  
Harrison, AR 72602-0190  
Phone: 870-741-5404

**GRANTEE**

Southeast Fayetteville Community  
Center (Yvonne Richardson  
Community Center)  
240 East Rock Street  
Fayetteville, AR 72704  
Phone: 870-816-5756

**1. PURPOSE**

This Agreement is entered into by Northwest Arkansas Economic Development District, Inc. (NWAEDD), herein referred to as Grantor, and **Southeast Fayetteville Community Center (Yvonne Richardson Community Center)**, herein referred to as Grantee. The Grantor has received General Improvement Funds from the Arkansas General Assembly to be utilized to assist local public governmental jurisdictions and/or non-profit organizations to plan, develop, promote and/or implement economic and community development projects/activities designed to improve the economic, community and/or social well-being of the citizens of Arkansas. Projects should complement the Economic and Community Development Goals of the State of Arkansas. The Grantee agrees to implement and complete a General Improvement Fund Program project in accordance with the provisions of this Agreement.

**2. LEGAL AUTHORITY**

By signing this Agreement the Grantee certifies that it possesses legal authority to accept grant funds under the General Improvement Fund program. The act of signing will also certify that the Grantee will comply with all parts of this Agreement, and the Grantee accepts full legal responsibility for properly implementing the project described in the original grant application documents and agrees to expend funds in accordance with the original grant application form.

**3. FINANCIAL MANAGEMENT AND ACCOUNTING**

The Grantee will establish and/or maintain a financial management and accounting system, which conforms to generally accepted accounting principles and complies with requirements of the State Purchasing Law, the General Accounting and Budgetary Procedures Law, and other applicable fiscal control laws of this State and regulations promulgated by the Department of Finance and Administration shall be observed in connection with the utilization of said grant funds.

**4. RECORDKEEPING**

Grantee will maintain records of all project expenditures on file for a period of three years or until the Grantee’s audit for the period in which grant funds were utilized have been conducted. The Grantor and duly authorized officials of the State will have full access and the right to examine any pertinent documents of the Grantee or persons or organizations with which the Grantee may contract, which involve transactions related to this Agreement.

**5. REPORTING**

The Grantee agrees to provide Grantor with a final close-out report within sixty (60) days of project completion on which grant funds have been utilized, (See Attachment “A” - Closeout Form).

**6. INDEMNIFICATION**

The Grantee agrees to follow all local and state laws and regulations. Furthermore, the Grantee agrees to hold harmless the Grantor from any and all claims, suits and actions arising from any act of omission, noncompliance or misuse of grant funds by the Grantee or any employee or agent in the performance of this Grant Agreement.

**7. METHOD OF PAYMENT**

The Grantor shall make payment of authorized grant funds upon proper execution of this Grant Agreement by the Grantee. The Grantor reserves the right to determine the most appropriate distribution of payments, based upon the nature of the approved project. In no event will the total amount of grant funds to the Grantee for allowable expenses incurred in relation to the project exceed the amount noted on Page 1 of this Agreement as the Grant Amount.

**8. MODIFICATIONS**

The Grant Agreement may be modified, at the discretion of the Grantor, only with prior written notification from the Grantee. The Grantee will be notified, in writing, of the decision of the Grantor.

Approved for the Grantor

Approved for the Grantee


BY:

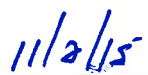
BY:

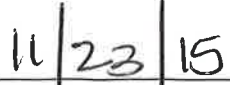
NORTHWEST ARKANSAS ECONOMIC DEVELOPMENT DISTRICT, INC.

SOUTHEAST FAYETTEVILLE COMMUNITY CENTER (YVONNE RICHARDSON COMMUNITY CENTER)

  
\_\_\_\_\_  
Joe Willis  
Executive Director

  
\_\_\_\_\_  
Synetra Morris  
SEFCC President

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Date