

RESOLUTION NO. 32145

A RESOLUTION AUTHORIZING THE MAYOR OR HIS DESIGNEE TO ENTER INTO A CONSERVATION SERVICES AGREEMENT FOR 2024-2025 WITH THE TRUST FOR PUBLIC LAND, IN SUBSTANTIALLY THE FORM ATTACHED, FOR A TERM OF ONE (1) YEAR, FROM JULY 1, 2024, THROUGH JUNE 30, 2025, FOR AN AMOUNT NOT TO EXCEED ONE HUNDRED FIFTY THOUSAND DOLLARS (\$150,000.00) TO BE PAID IN FOUR (4) QUARTERLY INSTALLMENTS OF THIRTY-SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$37,500.00).

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BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CHATTANOOGA, TENNESSEE, That it is hereby authorizing the Mayor or his designee to enter into a Conservation Services Agreement for 2024-2025 with the Trust for Public Land, in substantially the form attached, for a term of one (1) year, from July 1, 2024, through June 30, 2025, for an amount not to exceed \$150,000.00 to be paid in four (4) quarterly installments of \$37,500.00.

ADOPTED: July 9, 2024

/mem

## CONSERVATION SERVICES AGREEMENT 2024-2025

This Agreement is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2024, by and between the City of Chattanooga, (hereinafter "City") and The Trust for Public Land, (hereinafter "TPL"), a non-profit California public benefit corporation (collectively, the "Parties").

### **WITNESSETH:**

For the acknowledged consideration, City enters into this Agreement with TPL as follows:

1. PURPOSE.

For the purpose and subject to the terms and conditions hereinafter set forth and in consideration of the payments and covenants set forth herein, the City hereby contracts for the services of TPL, and TPL agrees to provide the services to the City in accordance with the terms of this Agreement. The purpose of this Agreement is to implement the intent of the parties that TPL shall carry out land protection and implementation related to Chattanooga's commitment to parks and the outdoors.

2. GENERAL TERMS.

(a) The address and telephone number of TPL is PO Box 3240, Chattanooga, TN 37404, (423) 265-5229, Facsimile: (423) 265-6681.

(b) The address and telephone number for the City is Department of Parks and Outdoors, Outdoor Chattanooga, 200 River Street, (423) 643-6888.

(c) The City's primary liaison with TPL shall be the Department of Parks and Outdoors, and the TPL employee responsible for administering this Agreement shall be Noel Durant, Tennessee State Director, provided that the City and TPL reserve the right to substitute personnel at any time. It is agreed that TPL is solely responsible for the payment of unemployment insurance, social security, income and any other taxes on payments made under this Agreement to employees and subcontractors, as provided by law. TPL agrees to provide certificates of insurance to the City evidencing that TPL maintains worker's compensation insurance for its employees.

(d) The term of this Agreement shall be from July 1, 2024 through June 30, 2025.

(e) Either party shall have the right to terminate this Agreement with or without cause upon thirty (30) days' written notice to the address set forth in Sections 2(a) and (b) of this Agreement.

3. SERVICES.

In consideration of the agreement by the City to pay TPL the sum of One Hundred Fifty Thousand Dollars and 00/100 Cents (\$150,000.00), TPL agrees to carry out all services described in **Exhibit A**, Scope of Services, attached hereto and made a part hereof.

The City agrees to furnish tax parcel maps, aerial photographs, or other public information concerning the parks and outdoor resources that are available for reproduction and at its disposal. TPL shall furnish all other equipment, supplies and materials necessary for the performance of the services described in **Exhibit A** of this Agreement (the "Services.") The City agrees to make all reasonable efforts to provide information and documents to TPL promptly for use in connection with the performance of the Services.

TPL represents and warrants that the Services rendered under this Agreement will be of the highest professional quality. At TPL's election, TPL may subcontract for any of the Services to be performed hereunder. All Services will be completed within one (1) year after the effective date hereof unless the performance by TPL of the Services are delayed as a result of forces beyond the control of TPL. However, TPL does not warrant or represent that its efforts to complete all aspects of the scope of Services will be successful, as they do not always represent tangible deliverables, but does represent it will make a good faith effort to do so.

4. PROFESSIONAL FEES.

(a) Fees. City agrees to pay to TPL, as professional fees, the sum of One Hundred-fifty Thousand Dollars and 00/100 Cents (\$150,000.00) payable in equal installments of Thirty-seven Thousand Five Hundred Dollars and 00/100 Cents (\$37,500.00) per quarter. Payments shall be due on the first day of each quarter. TPL will provide a quarterly invoice to the City. If this Agreement is terminated by either party, TPL shall be entitled only to a pro rata share of the professional fees earned prior to the termination of the Agreement. Except as provided for in Subsection (b) below, in no event shall the City's liability under this Agreement exceed One Hundred Fifty Thousand Dollars and 00/100 Cents (\$150,000.00) without prior written approval by the City.

(b) Reimbursements. City agrees to reimburse TPL for all expenses incurred by TPL to obtain appraisals, surveys, and other due diligence work from third parties. TPL shall obtain permission from the City prior to incurring any said expenses. All reimbursements will be made by the City within thirty (30) days of the date of TPL's invoice to the City.

5. INSURANCE.

TPL agrees to hold the City, its officers, agents, employees, successors, and assigns, harmless and to indemnify them against any and all losses, penalties, damages, injuries, settlements, costs, charges, professional fees (including automatic fees and reasonable attorney's fees), or other expenses or liabilities of every kind and character arising out of or relating to any claims, liens, demands, obligations, actions, proceedings or causes of action of every kind and character in connection with the performance of the Services provided by TPL, its agents, servants,

employees or subcontractors, or anyone directly employed by any of them for his acts any of them may be liable. TPL shall conduct its activities on the premises subject to this Agreement so as not to endanger any persons or property therein. TPL shall indemnify, save and hold harmless, and defend the City, and all of its officers, agents, and employees from any and all claims resulting from losses, injuries, damages, and liabilities to persons or properties resulting, wholly or in part, from acts or omissions of the TPL, including acts or omissions of its agents, officers, employees, guests, and/or patrons, to the full extent of its insurance coverage provided within this section. This section further requires TPL to indemnify, save and hold harmless, and defend the City, and all of its officers, agents, and employees, from any and all claims for injuries or damages resulting from TPL's use of the premises. TPL shall, at TPL's expense, purchase and maintain, for the benefit of the City, a policy or policies of public liability and property damage insurance, issued in the name of TPL and naming the City of Chattanooga as an additional named insured, with limits not less than One Million and 00/100 (\$1,000,000.00) Dollars for injury to and/or death of any single person in a single occurrence, and not less than One Million and 00/100 (\$1,000,000.00) Dollars for injury to and death of more than one person in a single occurrence and not less than One Million and 00/100 (\$1,000,000 .00) Dollars for damage to property in a single occurrence. Said insurance policy shall include contractual liability coverage which shall recognize and include the indemnification provisions of this Agreement. Said policy shall be approved by the City Attorney, which approval shall not be unreasonably withheld. The insurance policy or policies shall be filed with the Department of Economic and Community Development at the address set forth in Section 2(b) of this Agreement before execution of this Agreement. TPL shall, after securing approval by the City Attorney, file with the City Risk Manager a list of all insurance policies to be carried. Said insurance coverage must be maintained during the entire term of this Agreement, plus any extension, and any insurance policy shall contain a clause whereby the insurance company shall give written notice to the Administrator of the Department of Economic and Community Development or Mayor at least thirty (30) days prior to any cancellation or alteration of said policy. Any notice of cancellation or alteration of insurance policies during the term of this Agreement shall be considered as a default. Following notice of cancellation or alteration of any said insurance policy during the term of this Agreement and the failure of TPL to cure such default, the City may, upon the date of cancellation or alteration of said insurance policy, without further notice, terminate this Agreement, and TPL shall immediately cease the provisions of Services. This indemnification shall survive the expiration or sooner termination of this Agreement.

6. NO PARTNERSHIP RELATIONSHIP.

This Agreement does not create any partnership relationship between the City and TPL, and is intended solely to establish the relationship of the Parties.

7. OTHER TERMS.

(a) TPL shall operate as an independent contractor, and the City shall not be responsible for any of TPL's acts or omissions. TPL agrees to hold the City harmless from and against any and all claims, expenses (including attorney fees), costs or liability for acts or omissions of TPL in connection with the performance of its obligations under this Agreement.

(b) TPL shall not be treated as an employee with respect to the Services performed hereunder for federal or state tax, unemployment, or worker's compensation purposes. TPL understands that neither federal, nor state, nor payroll tax of any kind, shall be withheld or paid by the City on behalf of TPL or the employees of TPL. TPL further understands and agrees that TPL is fully responsible for the payment of any and all taxes arising from the payment of monies under this Agreement.

(c) TPL agrees that it is familiar with the IRS regulations and laws pertaining to independent contractor status and that it is providing the Services as an independent contractor. TPL shall not be treated as an employee with respect to the services performed hereunder for purposes of eligibility for, or participation of, any employee pensions, health, or other fringe benefit plan of the City.

(d) The City shall not be liable to TPL for any expenses paid or incurred by TPL unless otherwise agreed in writing, except as provided herein.

(e) TPL shall supply, at its sole expense, all equipment, tools, materials, and/or supplies required to provide the Services unless otherwise agreed in writing.

(f) TPL declares that it shall comply with all federal, state, and local laws regarding business permits, certificates, and licenses that may be required to carry out the services to be performed under this Agreement.

(g) With respect to appraisals, TPL will strictly adhere to any appraisal policies and procedures that the City may have. It is TPL's policy to provide to the City – upon your request - any written information in our possession that is relevant to your determination of market value (unless we are prohibited from releasing this information by a confidentiality agreement), so please do not hesitate to ask for anything that might help the City establish value.

(h) In all land transactions, TPL seeks donations and other support from a variety of sources: foundations, corporations, and private donors including landowners. These donors voluntarily support TPL because of their interest in the land we protect, and because of our "Land and People" mission. Since TPL is a qualified non-profit organization, donors are generally entitled to a charitable deduction for their contribution. This support allows TPL to risk its own funds to protect threatened lands for the public, to pay for the considerable project costs that we frequently incur, and to generally support the organization and our mission. Public agencies also benefit from our support policy, since we typically save agencies significant appraisal, survey, staff, option consideration and other project costs, and often generate even greater savings from below-market value conveyances. Accordingly, as we undertake land transactions in Chattanooga, we will be seeking donations and other support from landowners and from many other sources.

8. COMPLIANCE WITH FEDERAL, STATE AND LOCAL LAWS.

TPL will comply with all laws of the United States and the State of Tennessee, all ordinances of the City of Chattanooga, all relevant resolutions of Hamilton County, Tennessee, and all rules and regulations of the police and fire departments or other municipal authorities of the City of Chattanooga and Hamilton County, Tennessee, and will obtain and pay for necessary permits and licenses, and will not do or suffer to be done anything on said premises during the term of this License in violation of any such laws, ordinances, rules or requirements, and if the attention of said TPL is called to any such violation on the part of TPL or of any person employed by or admitted to said premises by TPL, TPL will immediately desist from and correct such violation. TPL covenants to comply with State laws and City laws and ordinances in regard to nuisances insofar as the premises are concerned and that TPL will not, by any act of its agents or officers, render the City liable therefore.

9. BREACH OF CONTRACT.

In the event of a breach of this Agreement, City shall, in addition to all other recourse, have the right to immediately terminate this Agreement, to enter and obtain possession of the entire premises, and to remove and exclude all property of the TPL from property of the City. If it should become necessary for the City to employ an attorney to assist any right or enforce any obligation under this agreement, or any of them, City shall be entitled to recover, in addition to all other costs and expenses, the reasonable costs and charges of such attorney.

10. NON-DISCRIMINATION PROVISION.

TPL agrees to comply with all federal, state and local non-discrimination provisions that the City of Chattanooga is under a duty to comply with under federal, state or local law when utilizing this City facility. TPL agrees not to discriminate against any participant on the basis of race, color, religion, sex, age or national origin. TPL further agrees to comply with all federal, state and local laws regarding treatment and accommodations for individuals with disabilities.

11. AUDIT PROVISION.

The City or its assign may audit all financial and related records (including digital) associated with the terms of this Agreement including timesheets, reimbursable out of pocket expenses, materials, goods, and equipment claimed by the TPL or TPL's Subcontractors. The City may further audit any TPL or TPL Subcontractor's records to conduct performance audits (to identify waste and abuse or to determine efficiency and effectiveness of the contract or agreement) or to identify conflicts of interest. Upon request of a representative of the City, TPL shall provide copies of their most recent IRS Form 990.

The TPL shall at all times during the term of the Agreement and for a period of seven (7) years after the end of the contract, keep and maintain records of the work performed pursuant to this Agreement including proper records of quotations, contracts, correspondence, invoices, vouchers, timesheet, and other documents that support actions taken by the TPL pursuant to this Agreement. Documents shall be maintained by the TPL necessary to clearly reflect all work and

actions taken. All such records shall be maintained in accordance with generally accepted accounting principles. TPL shall at its own expense make such records available for inspection and audit (including copies and extracts of records as required) by the City at all reasonable times and without prior notice.

**The obligations of this Section shall be explicitly included in any subcontracts or agreements formed between TPL and any subcontractors or suppliers of goods or services to the extent that those subcontracts or agreements relate to fulfillment of the TPL's obligations to the City.**

Costs of any audits conducted under the authority of this section and not addressed elsewhere will be borne by the City unless the audit identifies significant findings that would benefit the City. TPL shall reimburse the City for the total costs of an audit that identifies significant findings that would benefit the City.

This Section shall not be construed to limit, revoke, or abridge any other rights, powers, or obligations relating to audit which the City may have by Federal, State, or Municipal law, whether those rights, powers, or obligations are express or implied.

12. AGREEMENT.

This Agreement constitutes the entire agreement between TPL and the City pertaining to the subject matter contained herein and supersedes all prior and contemporaneous agreements, representations, and understandings. No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing by all the parties.

13. WAIVER OF RIGHTS.

Neither the failure of either party to exercise any power given such party hereunder or to insist upon strict compliance by the other party with its obligations hereunder, nor any custom or practice of the parties at variance with the terms hereof shall constitute a waiver of either party's right to demand exact compliance with the terms hereof.

14. SEVERABILITY.

If any provision of this Agreement is held by a court of competent jurisdiction to be illegal or in conflict with an applicable law, the validity of the remaining provisions of this Agreement shall not be affected thereby.

15. APPLICABLE LAW.

This Agreement shall be governed by, construed and enforced in accordance with the laws of the State of Tennessee.

**[signatures on the following page]**

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized representatives to execute this Agreement on their respective behalf on the date first entered above.

CITY OF CHATTANOOGA, TENNESSEE  
DEPARTMENT OF PARKS AND OUTDOORS

THE TRUST FOR PUBLIC LAND

By: \_\_\_\_\_

By: \_\_\_\_\_

NOEL DURANT  
*Tennessee State Director*



## **Exhibit A - Scope of Fiscal Year 2025**

The Trust for Public Land's mission is to create parks and protect land for people. We are an independent, private, non-profit that is the nation's only nonprofit focused on providing urban parks and connecting people to public space. The Trust for Public Land is a national organization with 50 years of experience in public park planning and development. Since 1993 the Trust for Public Land and the City Chattanooga have enjoyed a rich and robust shared history of impactful partnership, working in services - tandem to create many of the public spaces that define outdoor park and trail experiences in Chattanooga

The Trust for Public Land (TPL) will provide general support to the Department of Parks and Outdoors ("DPO") through our park planning expertise and our network of park experts, advising on policies, best practices, and various initiatives in park/land management. TPL will serve as a technical resource with regards to finance measures and economic benefit analysis. TPL will help leverage public investment with private sector fundraising, to accomplish the shared objective of public acquisition and protection of parks, trails, and open space property within the City of Chattanooga.

TPL commits to communicating with the City early and often and will adhere to the City's guidelines for park development and land evaluation on shared priorities. In some cases TPL and the City will share roles and responsibilities for projects and programs covered in this Scope. To guide that collaboration, this scope agreement hereby establishes the City as the public-facing lead for city-funded and/or programmed initiatives and TPL as the public-facing lead for TPL-funded and/or programmed initiatives. Those roles and relationships can vary, based on mutual agreement of the TPL Tennessee State Office and the City Department of Parks and Outdoors, on a case-by-case basis.

The following list reflects the mutual priorities of TPL and the City and addresses how the two organizations will work together. These priorities have been identified in the City's 5-Year Capital Improvement Program and TPL's Chattanooga Parks for People Five-Year Vision. Throughout the year, there will be collaboration between TPL and DPO to confirm these priorities, add priorities or change priorities due to unforeseen circumstances. Through this scope of services, we intend to provide the City of Chattanooga recommendations and advice necessary to continue building a robust and connected park and greenway system. The following services align with TPL's national initiatives to protect and create lands, trails, parks, and schoolyards. More specifically, TPL will:

### **Parks**

Assist with completion of the Ridgedale Park conversion as needed based on additional tasks required by TDEC. Scope of work to be determined based on determination of TDEC.

Provide geospatial technical assistance to support parks planning and operations including maintenance and updates to the Healthy Connected Chattanooga mapping platform.

Maintain and update the Healthy Connected Chattanooga mapping platform that assists the City with its park planning and evaluation process.

Assisting the City with structure and organization for enhancing resident participation in park development and ongoing programming and operation as consistent with Chattanooga's commitment to the 10-minute walk campaign as well as its participation in the Park Equity Accelerator.

Assist with ongoing analysis to support metrics of park system improvement shown in the POP.

### **Lands**

Pursue acquisitions to extend the greenway from Southside Community Park to Crabtree Farms

Pursue final acquisition steps to create a canoe launch on South Chickamauga Creek. Final acquisition steps may include reimbursement for due diligence work.

Pursue acquisitions for mutually agreed upon priority greenway corridors.

Pursue acquisition research on opportunity properties related to POP-identified new parks.

Donate TPL-owned properties in Chattanooga to City for establishment of Preserve lands.

As land acquisition needs and opportunities arise that align with the City's strategic land protection goals and/or POP recommendations, TPL can initiate landowner negotiations with a nonbinding letter of intent. Before executing a contract, TPL will secure authorization from DPO and City Legal staff. Acquisition consulting services that involve complicated or long-term land owner engagement may be outside the scope of the standard agreement.

### **Trails**

Support through planning, property research, engagement, and other activities, the trail projects recommended by the Parks and Outdoors Advisory Committee (POAC).

Support greenways and new projects, that may not be included among those recommended by the POAC, based on new opportunities, as indicated in the POP phasing memo.

Identify neighborhood connections to South Chickamauga Creek Greenway.

### **Schoolyards**

Continue development of a community schoolyard pilot project at East Side Elementary School that aligns with the POP and which includes: formal agreement for public access (development of an MOU), agreement on a site-by-site basis with DPO on sites to pursue further, fund-raising, design, and implementation of improvements, and launching new schoolyards for public use, with a goal to have a fully mature program that can be repeated as a part of an ongoing partnership.

Continue Park Listeners Program, which is used more broadly for park equity, but also is a tool to develop engagement and support for Schoolyards.

### **Administration**

Serve on committees and working groups related to parks, greenways, trails and connectivity as mutually agreed upon by the City and TPL. Attend when appropriate regular or recurring meetings with DPO or other city staff for optimum coordination and communication, and, vice versa, share invitations, when appropriate, to DPO staff to attend meetings led by TPL that overlap with our shared goals and perspectives.

Provide support for park, greenway and trail grant applications.

Support City with implementation of Parks and Outdoors Plan (POP) in mutually agreed-upon role, as follows:

1. Collaborate with the City Parks Planning team, primarily from a park listening and engagement standpoint, on development of master plans recommended in POP phase 1, with a goal of 6 Master Plans accomplished per year.
2. Advise on fundraising opportunities for implementation of the POP.
3. Primary partner with the City on continuation of the Community Listeners program, with additional fees per project as appropriate.
4. Advise the City as needed on ongoing consultation with the POAC or other advisory bodies as mutually determined to be necessary."

Primary partner with the City of Chattanooga on supplemental scopes to be used for enhanced public engagement and outreach activities, broadly or for specific initiatives like the National Park City campaign.

TPL will continue to coordinate with key City departments as needed and as issues arise related to parks and greenways.

TPL will continue to promote the successes of its partnership with the City of Chattanooga nationally and regionally.