

AGENDA ITEM

May 7, 2013

Subject: USA Cycling Criterium Race

Department: Administration

The City will be hosting a Tour of Nevada Cycling Race on July 13th and 14th. Christa Atchison, Race Coordinator, will be working directly with Quantum Racing LLC and the City to facilitate the race. This is a sanctioned race that typically attracts a few hundred participants and the races are two day-long events. Other communities that host these races report that participants and spectators patronize local restaurants, hotels, and fuel stations.

This ordinance would authorize the execution of the agreement between the City of Nevada and Christa Atchison, Race Coordinator. Funds would be budgeted from the Tourism budget.

BILL NO. 2013-026

ORDINANCE NO.

A SPECIAL ORDINANCE OF THE CITY OF NEVADA, MISSOURI, AUTHORIZING THE EXECUTION OF AGREEMENT BETWEEN CITY OF NEVADA AND CHRISTA ATCHISON, RACE COORDINATOR, FOR A CRITEIRUM RACE TO BE HELD JULY 13TH & 14TH, 2013.

-Section 1. The agreements attached hereto as Exhibit "A" for the contractual obligation between the City of Nevada and Christa Atchison, Race Coordinator, to facilitate a Criteirum Race to be held July 13 & 14th, 2013.

Section 2. The City's Tourism Fund is hereby budgeted for dedication for payment to establish and hold said race.

Section 3. The City Manager and the City Clerk are hereby authorized and directed to execute said agreement on behalf of the City of Nevada, Missouri, and to affix the municipal seal thereto and attest the same.

PASSED, APPROVED and ADOPTED by the City Council of the City of Nevada, Missouri, this _____ day of May, 2013.

CITY OF NEVADA, MISSOURI

Seth Barrett, Mayor

(SEAL)
Attest:

Bev Baker, City Clerk

Letter of Agreement

Christa Atchison
903 S. 3rd St.
Clinton, MO 64735

April 30, 2013

City of Nevada, MO
JD Kehrman, City Manager
110 S. Ash
Nevada, MO

Dear Mr. Kehrman,

This letter serves as a formal agreement between Christa Atchison and the City of Nevada, MO, whereby Christa Atchison will provide professional services for the Tour of Nevada Cycling Race, July 13 & 14, 2013.

This agreement states that Christa Atchison will be the central contact point for the City of Nevada, MO and the racing officials and organizers. She will assist in acquiring information and providing the necessary information back to the city in a timely manner.

She will provide assistance and support for the planning and organization of the Tour of Nevada. This includes: assisting in the organization of a committee, developing a sponsorship platform, providing information for the local website, and other assistance as agreed upon by both parties.

If the race should be cancelled for any reason Christa will be paid on a prorated basis for the consulting fee, but Christa Atchison will not be paid any of the funds for the race purse. The pro-ration shall be as follows:

25% to contractor if canceled by June 15, 2013;
50% to contractor if canceled by July 1, 2013;
75% to contractor if canceled prior to July 13, 2013; and
75% to contractor if canceled prior to July 14, 2013.

The City of Nevada will pay mileage (at 56.5¢ per mile) for meetings Christa Atchison is required by the City Manager to attend. If the meeting reasonably requires an overnight stay, the City will pay the cost of lodging on the evening of the meeting. The City will also cover all lodging expenses including hotel room for the night of July 13th. All printed materials approved by the City Manager will be provided by the City of Nevada.

Christa Atchison is being sponsored by the City of Nevada, MO and will be compensated for services provided in the amount of \$ 1000.00 (plus other expenses listed above). Payment will be disbursed upon completion of the cycling race. Please sign both copies of this agreement. Retain one copy for your records and please return one copy to the above address.

Christa Atchison is an independent contractor working under her own control on work not the usual business of the City and Christa will carry automobile insurance limits of at least \$100,000/\$300,000 on her personal vehicles if driven in the pursuit of work with the City project.

Christa will assist the City in seeking and obtaining quotes for special event coverage. This provision does not obligate the City to purchase event insurance.

All entry charges or contributions to the event will be paid to the City of Nevada Tourism Fund Account.

Best Regards,

Christa Atchison

Date

JD Kehrman, City Manager

Date
