

**AGENDA
RAYTOWN PARKS & RECREATION BOARD**

Monday, November 16, 2020

<https://zoom.us/j/93413307323?pwd=WIArNnNCTVp0eG9Ga3RSd0hxaU9yUT09>

Meeting ID: 934 1330 7323

Password: 026865

7:00 PM

I. Call to Order

II. Public Participation

Approval of Minutes –October 19th meeting.

III. Reports of Officers

President – Dave Thurman

Vice President – Robbie Tubbs

IV. Reports of Standing & Special Committees

Personnel – Jenny Perkins

Finance – Robbie Tubbs

Program – Loretha Hayden

Buildings & Grounds – Brent Hugh

Rice-Tremonti – Brian Morris

BMX- George Mitchell

V. Staff Reports

Director – Dave Turner

Superintendent of Parks - Ron Fowler

Recreation- Mike Conrad

VI. New Business

1. Sculpture on the Move
2. Trash Truck purchase
3. Schedule B&G
4. Move December meeting 14th to City Hall

VII. Other Business

VIII. Announcements

IX. Adjourn

- Next Meeting: Monday, December 14 or 21, 2020 7 PM TBD

**Raytown Park Board
Minutes
October 19, 2020**

Attendance:

Park Board: Dave Thurman, Brian Morris, Jennifer Perkins, Robbie Tubbs, Brent Hugh, Loretha Hayden, William McClendon and George Mitchell.

Staff: Dave Turner, Ron Fowler, Mike Conrad and Mary Ann McCormick

Guests: Mayor Mike McDonough, Chief Robert Kuehl, Alderman Greg Walters, Alderman Janet Emerson, Tony Jacob, Jane Loulos, Khadijah Hardaway, Mindy McDaniel, Jim DeLong, John Daugherty

A quorum was declared present and the meeting was called to order at 7:00 pm.

Public Participation:

1. Jane Loulos – Jane’s house was hit with bullets back in 2019. She is concerned that this is getting out of hand and will continue happening just not in the parks but in the community as well. What can be done?
2. Tony Jacob concerned about having Zoom meetings and public not being able to comment, need to meet with Police Chief and let him know our concerns, when are we going to start having meetings in person again? How much violence is too much? How many people need to die on your watch before it becomes important? Would it matter more if they were white victims?
3. Khadijah Hardaway has lived in Raytown for 12 years. Last Saturday, there was a violent fight between two women and 6 shots were fired. Police were called. What is the cost of police patrol vs cost of homicide? What about hiring a park ranger?
4. Mindy McDaniel has lived in Raytown since 1992 and has seen an increase in violence in the parks. This needs to be addressed.
5. Jim DeLong has lived in Raytown since February 1983. He has talked to Parks Department several times and new signs have been posted at the parks some not in a good spot. People are always parking on the grass and not following park rules and nothing is being done.
6. John Daugherty has lived in Raytown since 1986 and all rules need to be enforced city wide.

Brian Morris made a motion to approve the minutes from September 21, 2020. Loretha Hayden seconded and the motion passed. Jennifer Perkins made a motion to approve the Buildings & Ground minutes from September 28, 2020. Brent Hugh seconded and the motion passed.

Reports of Officers:

President – no report

Vice President – no report

Reports of Standing & Special Committees:

Personnel - no report

Finance – no report

Program – committee met October 15th to discuss upcoming events and fee schedule.

Buildings & Grounds – committee met September 28th to discuss projects and maintenance needs in the future.

Rice Tremonti – Brian reported that the porch is complete.

BMX - no report

Staff Reports:

Director – a written report was distributed

Superintendent of Parks – staff sealed concrete around Rotary plaza and flagpole and poured 2 concrete pads at Kenagy Park.

Recreation – a written report was distributed.

New Business:

1. Security issues at Colman Park. Chief Robert Kuehl reported that he has lived in Raytown for 35 years and understands the problems the city is having. He hears gunshots from his house 5 out of 7 nights a week. No one can guarantee your safety. In Raytown, there have been 303 shots fired from January 1, 2020 through October 15, 2020. 10 of those have been tied to Colman Park with no assaults, property damage, etc. This is a regional and country wide problem not just a Raytown problem. Non-compliance with all rules is a reality. Three additional officers have been added for FY2020-21 that will be assigned as an Impact Squad. 67% of our officers are allocated to patrolling the City. The Police Department is announcing a Violent Crime Initiative on October 22, 2020 at 1:00 pm at Kenagy Park. Public is invited to attend. When police do show up at calls where there has been an assault, etc. 80% of victims will not cooperate with police. They will take care of the matter themselves. This needs to change. To hire an off-duty police officer would be approximately \$45/hour to patrol just our parks. Calling 911 gets first priority vs calling non-emergency calls. Sometimes when you call 911 depending on which cell tower you are closest too, you might get Kansas City Police Dept. If this happens, please hang-up and call the non-emergency number. If you call 911 – 3 times the computer notices and dispatch will call you back regardless. The Raytown Police have met with several neighbors and have had many conversations with the Parks Department. We are working on solutions.
2. Program Committee:
 - A. Brian Morris made a motion to approve not having Youth Basketball program this fall/winter due to Covid-19. Jenny Perkins seconded and the motion passed.
 - B. George Mitchell made a motion to approve the Parks Department getting involved with the Bi-Centennial Celebration next September. Brent Hugh seconded and the motion passed.
 - C. Brian Morris made a motion to approve the Heart of America Senior Softball group to use our facilities during FY20-21. Loretha Hayden seconded and motion passed.
 - D. Robbie Tubbs made a motion to approve the Schedule of Fees and Charges for FY20-21. Loretha Hayden seconded and the motion passed.
3. Asset Management from City Works. Public Works wants to implement asset management – it includes 4 parts – Fleet, ROW/Sewer, Buildings/Facilities and Parks Assets. Cost initially would be \$193,000 to purchase and that includes all data entry. Annual payment in 2021-\$31,600, 2022-\$47,400 and park portion would be \$11,850, 2023-\$63,200 and parks portion \$15,800. Tech support would be an additional expense.
4. Security lighting at Parks. Evergy just replaced all the lights at Kenagy Park with LED bulbs. Most lights in our parks are old and will need to be replaced. Staff will call Evergy and get pricing on updating all the lights.
5. Mayor Mike McDonough thanked the Park Board, Chief Robert Kuehl and Alderman Janet Emerson for all the hard work they put in.
6. Robbie Tubbs made a motion to adjourn. George Mitchell seconded and the motion passed.

The November 16, 2020 meeting will be a Zoom meeting.

Raytown Parks & Recreation Department
Director's Report
November 16, 2020

Park Lighting I have met with the on call engineering company Lamp Rynearson to discuss lighting options in the parks, and what would be the advantages of having Evergy own and install the lights, versus Parks owning and installing the lights.

Car Port addition The installation of the garage door is now complete. We are ready to secure the snowplow truck in the enclosed car port for the snow season. Ron is looking into the cost of adding this structure to our security system.

Asset Management Jose will be presenting the Asset Management program through City Works on December 1st at the Board of Alderman meeting.

City Hall Entrance reconstruction Jose Leon is having plans drawn to reconfigure the entrance to City Hall. The engineers may also change some of the exterior landscaping in the front of the building. Jose will give Parks the opportunity to give input on the landscaping plan for the exterior entrance.

WSKF Architects John Freshnock has sent me the construction drawings and bid documents for review. We did make a few changes, but until a final date is set for the bid, we are at a stopping point until the Dept of Interior releases their bid award announcements. His construction estimates are over our projected budget. Colors scheme is red inside courts, green field outside the play boundaries.

Bicentennial 2021 is the Missouri and Santa Fe Trail Bicentennial and I have met with a group to plan a community event to commemorate the historical benchmark. We have had a second meeting with representatives from the Raytown Historical Society, Cave Springs Park, Santa Fe Trail Association, Rice-Tremonti Board, Chamber of Commerce, Kiwanis, and the C-2 School District. We have secured a date with the Santa Fe Trail Association for September 11 to host an event in Raytown along the original trail route, spreading from the Green Space, to Rice-Tremonti, to Cave Springs. Ralph Monaco will be one of the reenactors, and we will set up games and demonstrations between 11:00am-5:00pm at the Rice-Tremonti property. I have discussed with Leigh Elmore privately about what the RT board can do with the event, and they will have crafters and will either serve food or have caterers for food service.

BMX The BMX board will end their season after Thanksgiving weekend and will begin the next season in April 2021. They have also just been awarded the 2021 National on July 23rd-25th.

Mowing Bid 2021 Ron has worked over our mowing bid and it has gone public today, with a due date of December 9th. If we get a good response from the contractor's, we will look into selling our Toro mower.

Staff We have the holiday season coming up and the end of the year vacation cut-off, so staff will be using more time off for various reasons through our slower winter season.

Accessibility Complaint We received a positive response from the Dept. of the Interior stating that we are in full compliance with the ADA at Kenagy Park.

Maintenance II After a couple of interviews we are still looking for a person to fill this position.

Sales Tax Revenue November Sales Tax has not been posted.



September 2020

PARK MAINTENANCE REPORT



Horticulture / Right of Way

With freezing temperatures, the annual summer flowers have now been removed from our flower beds. In selected beds, tulips have been planted. They will “sleep” until spring when they will bloom next spring. We still have a few more tulips to plant at Rice Tremonti but are hopeful that can be accomplished in the next couple of weeks.

Also, because of occasional freezing temperatures all irrigation systems have now been winterized.

We are hopeful that we have filled the Landscape and Maintenance Technician opening, and that we will be able to start him soon.

The third chemical application has been applied to selected athletic fields. This was a general fall fertilizer application. We have one more application to make in 2-3 weeks which will be a final fertilizer application.

Park Maintenance

Our dump truck is now listed on the Purple Wave internet auction site. Their representative came by and collected the necessary information about the truck and took a number of pictures. We are hopeful it will do well, as it has a diesel engine and low mileage. The bidding will end 11/19/20. As of 11/12/20 the bid price was \$8,800. Don't be dismayed, as the vast majority of bidding occurs in the last 2 hours.

We have been working on the bid for the 2021 contract mowing. The current bid expired with the budget year. We are trying to get this accomplished before the Christmas holiday season. We will publicize its opening and perhaps notify potential bidders. As you recall, our past vendor failed to perform last year, so our staff picked up the slack. We have our fingers crossed that this will be a successful process. Bids will be due December 9, 2020. The contract will allow the option for us to extend it for 2 more years for a total of 3 years.

Staff will once again be assisting with Christmas decorations downtown. This would not be possible without the cooperation of the Public Work's aerial lift truck. A few of the street trees have had lights installed, but quite a bit is left to accomplish.

Staff has been working on firewood collection. This is a big help in heating the shop with a wood burning stove in the winter.

The truck port now has a garage door. We still need to do some metal siding work on the structure, but it is now fairly secure. We will be getting a price on the cost of extending the shop security system to this structure which will add to its security.

Restroom are still open when the weather allows. We have portable restrooms located at Colman Park, Kritser Park, and Kenagy Park. We will close the restrooms for the season by Thanksgiving or sooner if needed.

Alan is in the process of becoming a certified playground inspector. It is a very intensive process with over 10 hours of training. He hopes to take the test before the end of the year. Regardless of the outcome of the test, he has now been exposed to the training, which will be very beneficial to our playground maintenance.

One staff member was slightly injured recently in sharpening mower blades. He required a few stiches and has now be released from care.

The beginning of October, I tested positive for the Covid-19 virus. I am so blessed as it was a very mild case and have no lingering issues. But because of CDC protocols I was out for almost 2 weeks.

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Raytown Parks & Recreation

Park Board Recreation Report

Submitted by: Mike Conrad

November 2020

A. Youth Basketball

After posting the cancellation of the Youth Basketball season because of COVID, I have talked with a few coaches and parents and they all seem understanding but disappointed about the cancellation. There have only been around 5 parents and 3 coaches that have contacted us enquiring about the cancellation.

B. Accessible Sports Roundtable

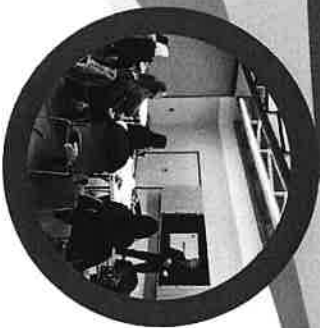
I will be attending an Accessible Sports Roundtable on 11/12 that will be discussing accessible sports and recreation with area experts. The event will be a Zoom meeting because of the rising cases of COVID.

C. Little Blue Trace

We have begun the transition at Little Blue Trace Park for the group to take it over. I have started to bring the field chalk, bases, and other equipment we need back to Colman Park's storage area.

D. Missouri & Santa Fe Trail Bicentennials

The Missouri & Santa Fe Trail Bicentennials celebration is scheduled for September 11th, 2021 and will be at Rice-Tremonti and possibly some at the Green Space. September 11th is also the day we will have our final Raytown Live of the summer, so it will be a long busy day. So far, I have talked with a band from Missouri Town that has agreed to play at the event as mood music, basically walking around playing music in an informal setting and taking breaks when needed. I have also reached out to and am awaiting word from the Missouri School of Blacksmithing to see if they would be interested in attending and giving demonstrations throughout the day and maybe selling wares if they so choose. I have also contacted some axe throwing facilities that have mobile axe throwing lanes and one of the three have gotten back to me with a quote but I am waiting on the other two to see what their quotes are. The facility that has gotten back to me is Wood Chux KC and they quoted me \$225/hr. with a cap per day of \$1,000 but said they would be willing to work with us on the price if we need. I told him I would contact him later, after I was able to gather more information.



Interested in learning more about the Creative Communities Alliance? Visit us online or contact a CCA Board Member.

Kat Douglas, City of Manchester
Rachelle L'Ecuyer, City of Maplewood
Sukanya Mani, City of Chesterfield
Dan Tierney, Creve Coeur Arts Committee

creativecommunitiesalliance.com
Creative Communities Alliance

Current Members

City of Ballwin
City of Chesterfield
City of Creve Coeur
City of Ellsville
City of Eureka
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Kirkwood Arts Commission
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City of Maplewood
City of Maryland Heights
City of Poplar Bluff
City of Sunset Hills
City of Town & Country
Webster Arts



**Creative
Communities
Alliance**

The Creative Communities Alliance (CCA) is a coalition of municipal and nonprofit organizations dedicated to the development of community arts in the St. Louis and surrounding regions.

Working together, to grow **COMMUNITY ARTS**

More and more communities are developing art councils and art programs in our region. As these groups continue to grow, they need a variety of support systems to be successful. The Creative Community Alliance was created by these organizations to provide a supportive network of sharing, learning, and arts promotion. We assist both artists and cities/organizations in each stage of artistic collaboration, especially those new to municipal arts partnerships.

For communities that are just starting or do not have a strong presence in the arts, the CCA helps them develop processes for working with artists and the arts in their communities.

The CCA also equips individual artists and arts groups with the knowledge and tools needed to work at the municipal and organizational level.

We believe arts are a vital component of our community development and are committed to supporting an ever-growing network of artists and arts professionals in order to strengthen and promote arts across the region.



Sculpture on the Move!

The first project initiated by the CCA is the Sculpture on the Move! (SotMi) program, which launched in fall of 2017. The cities were looking for a program that would promote the arts, connect artists with communities, and provide a basic understanding of developing an arts project from beginning to end. The cities decided to create a multi-city sculpture loan program, where each city would select an artwork to display for two years; then it would return to the selection pot, to potentially be chosen by another city and moved around the region.

In our inaugural year, twelve communities and organizations participated, extending our 2018 loan from Jefferson City to Poplar Bluff, Missouri.

The CCA created the call for art, organized the entries, created the sculpture draft process, and assisted the communities through the contract, artwork delivery, and installation processes. This year has been a tremendous success and we look forward to launching the 2019 Call for Art this fall.

To participate, each city is required to agree to the SotMi Memorandum of Agreement, pour a 4ft x 4ft concrete slab, pay a \$50 participation fee, purchase a small \$45 plaque, and agree to pay a yearly loan amount of \$500 per sculpture.



Creative Communities Alliance

JANUARY 6TH, 2020

INVOICE: CCA FEES

Bill To	Send To
Customer	Recipient Creative Communities Alliance
Address	Address 359 Old Meramec Station Rd. Manchester, MO 63021
Phone	Phone 636-391-6326

Qty.	Description	Unit Price	Line Total
1	CCA Annual Membership Fee	\$50.00	\$50.00
1	Sculpture on the Move – Annual Fee	\$50.00	\$50.00
Total			\$100.00

Creative Communities Alliance

359 Old Meramec Station Rd. | www.creativecitiesalliance.com
636-391-6326 ext. 404 | kdouglas@manchestermo.gov

2020 MEMORANDUM OF AGREEMENT

Between

The Creative Communities Alliance and
Participating Area Communities

For the CCA's "Sculpture on the Move" Project

This Memorandum of Agreement (hereinafter, "MOA", or "Agreement") deals with the respective roles and responsibilities, criteria and procedures to be implemented by the parties hereto (hereinafter "Parties, or "Party") for the planning, development and installation of public art in Missouri pursuant to the "Sculpture on the Move!" project described in the attached **Exhibit 1** (hereinafter, "Project"), in conformance with the laws of the State of Missouri and applicable local, state and federal laws, as amended.

The Parties to this MOA shall be:

- The Creative Communities Alliance (hereinafter "CCA"), and
- Participating communities (hereinafter, "Communities", or "Community") which have executed a Memorandum of Understanding (MOU) to participate in the CCA.

WHEREAS, the Parties will have various roles and responsibilities in the planning, development, implementation, and financing of the Project; and

WHEREAS, there is a need to clarify the process under which the planning, development, implementation, and financing of the Project are conducted by the Parties.

NOW, THEREFORE, it is hereby agreed by the Parties as follows:

The Parties shall cooperatively support and implement the roles, criteria, and procedures described herein in order to ensure that the plans, programs and activities adopted and undertaken by the appropriate Parties hereto conform to local, state and federal law.

I. PURPOSE

This MOA is intended to provide a framework for the planning, development and installation of selected sculptures pursuant to the Project within the State of Missouri. This Project is intended to encourage relationships between Communities and artists, as well as grow art appreciation across Missouri and foster multicultural communities there through public art. By streamlining these processes and building relationships, the Project is intended to facilitate the installation of high quality, original artwork for Communities and to enhance public spaces, with minimal cost and a short-term commitment. This MOA is subject to the terms and conditions of the CCA MOU. **II. RESPONSIBILITIES OF THE PARTIES**

A. The responsibilities of the CCA under this MOA include:

- Producing and distributing a “call to artists” communication seeking artwork submissions for the Project.
- Planning and executing an artist workshop to take place before the art submission process begins, during which the CCA will help instruct artists on working with Communities and ensuring quality submissions.
- Planning and executing a workshop for participating Communities and their respective Selection Committees to help in the expectations, process and implementation of the Project.

B. The responsibilities of each Community under this MOA include:

- Choosing the precise specifications for the sculpture pad that must support the sculpture(s) it chooses pursuant to the Project, provided that such pad must be made of concrete and be at least 4’ x 4’ in size with the ability to mount a sculpture to the pad.
- Acquiring/creating and arranging the installation of such a sculpture pad meeting the aforementioned specifications on publicly-accessible outdoor Community property or on publicly-accessible outdoor private property that is legally available to Community for such purposes.
- Acquiring by written agreement all right(s) necessary to display the sculpture to be installed pursuant to the Project on publicly-accessible outdoor Community property or on publicly-accessible outdoor private property legally available to the Community for such purposes for a term of at least two (2) years, for which Community will pay the artist \$1000 per year to display the chosen sculpture.
- Acquiring/creating a standardized name plate and affixing it to the sculpture pad for sculpture chosen pursuant to the Project, depicting at minimum:
 - i. the chosen sculpture’s title,
 - ii. the chosen sculpture artist’s name, and
 - iii. a mention of the Creative Communities Alliance

CREATIVE COMMUNITIES ALLIANCE

Signature

Date

Name, Title

CITY OF

Signature

Date

Name, Title

Replacement Estimate for F-150 - Trash Truck

Item	Cost
Base Price	\$ 22,883.00
Tow Package	\$ 1,000.00
5.0 L V-8 Engine	\$ 1,816.00
Bed Liner	\$ 500.00
Total	\$ 26,199.00

We might want to consider a extended cab if we can get a 8' bed. At this time I'm not sure if this is an option. Perhaps we could add 3-5 K more should this be a possible option

Total would then be \$ 31,199.00

Knapheide Estimate
Lift gate \$ 3,691.00

Estimate Replacement Cost \$ 34,890.00

add 2% Fudge \$ 697.80

Total Budget Cost **\$ 35,587.80**

(\$ 36,000)