

**AGENDA  
RAYTOWN PARKS & RECREATION BOARD**

**Monday, September 21, 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** –August 17<sup>th</sup> 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. Mulch Bid- Right of Ways bid \$5,054.95
2. Increase Security Contract to include October
3. Little Blue Trace Long term agreement
4. October Park Board meeting date & location
5. Adaptive and Accessible facilities
6. Committee meetings, Program and B&G

**VII. Other Business**

**VIII. Announcements**

**IX. Adjourn**

- Next Meeting: Monday, October 21, 2020 7 PM TBD

**Raytown Park Board  
Minutes  
August 17, 2020**

**Attendance:**

**Park Board:** Dave Thurman, Loretha Hayden, Brent Hugh, Brian Morris, George Mitchell, Robbie Tubbs, William McClendon, Chris Rathbone

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

**Guests:** Alderman Janet Emerson, Tony Jacob

**Public Participation:**

Jim DeLong contacted us regarding people parking on the grass around Colman shelter houses for the last three weekends. Dave Thurman made a motion to add this item to New Business #4. George Mitchell seconded and the motion passed.

A quorum was declared present and the meeting was called to order at 7:00 pm. Robbie Tubbs made a motion to approve the minutes from July 20, 2020. George Mitchell seconded and the motion passed.

**Reports of Officers:**

**President:** Welcomed William McClendon to Park Board. Dave attended Rice Tremonti meeting on 7/22, BOA on 8/11 and Raytown Live meeting on 8/12.

**Vice President:** no report

**Reports of Standing & Special Committees:**

Personnel – no report

Finance – no report

Program – no report

Buildings & Grounds – no report

Rice Tremonti – contract should be finishing columns in next few weeks, Mary Rutherford and Mick O'Neal resigned from board, possible installation of alarm in house.

BMX – BMX National in October has been cancelled.

**Staff Reports:**

Director – a written report was distributed

Superintendent of Parks – a written report was distributed

Recreation Report – a written report was distributed.

**New Business:**

1. Brian Morris made a motion to have brakes checked and repaired not to exceed \$3500. Robbie Tubbs seconded and the motion passed.
2. Youth Basketball League – fall basketball as been cancelled, we will look into starting in January with practices. Will depend on school district.
3. Loretha and Brent, please get with Dave Turner to set up meetings this fall.
4. Colman Park – code violators – parking on grass and walking trails. We will put signs up at all shelter houses. Discussion on raising shelter house rental rates, having participants put a cleaning deposit down, etc. This will go to Program Committee.
5. Chris Rathbone asked that we try and have face to face meetings starting in September. Staff will look into different places to have meeting while social distancing.
6. Chris Rathbone made a motion to adjourn. Loretha Hayden seconded and the motion passed at 8:03 pm.

**Raytown Parks & Recreation Department**  
**Director's Report**  
**September 21, 2020**

**LWCF** I was contacted in August about the status of the grant application by Rebecca Rost with MO-DNR. The Dept of the Interior has pushed back the grant award announcements until March 2021. I have updated WSKF Architecture who will provide the bid documents, which will be reviewed by me and the City of Raytown, as well as the MO DNR grant managers. The project timeline has been pushed back with bid opening will take place mid-April at the earliest.

**Soccer Club** The Raytown Soccer Club has sold to Zoran Savic, who is now the director of the Raytown Sports Club. I have negotiated a contract for a 9-1/2 year rental of the Little Blue Trace Park. His intention is to offer more sports to the community, including youth baseball and flag football. Zoran has a similar facility that he manages in Greenwood. Zoran would like to complete the agreement soon so that he may start advertising to attract young players in the new sports that the Raytown Soccer Club has not offered before.

**Tax Assessment** Russ Petry presented to the BOA the updated Property Tax Levy for the City of Raytown and the Raytown Parks Department on September 15<sup>th</sup>. The Parks levy will increase from .1540 cent per \$100 of assessed value, to .1595. This will translate to an estimated .01% increase, or \$370 increase to the Parks yearly budget. This is a yearly correction based on collections, and will be reassessed next year.

**2021 Budget** The budget will be presented to the BOA for a first reading on October 6<sup>th</sup>, the second reading will take place October 20<sup>th</sup>.

**Colman Park violations** Neighbors have been complaining about park violations on weekend shelter rentals. Damon Hodges set up a meeting to discuss with the neighbors, Chief Bob Kuehl, and Robbie Tubbs. After Parks presented a plan to address the issues, staff have added parking blocks in the Colman parking lot to make it more difficult to jump the curb, signage to address the issues, and increased security capacity. The Police Dept also made a commitment to have more of a presence in the parks.

**Homeland Security** The curfew checks by our security contractor began on May 1<sup>st</sup>. The security contractors have increased their duties to include on-call during open Park Dept hours, for \$25 per call. Current contract is scheduled to end on Sept 30<sup>th</sup>.

**Car Port addition** Maintenance staff suggested adding to the carport that was constructed last year. I contacted All Steel Car Ports about getting 3 sides installed on the car port, and staff found a 10'x10' rolling door that will be able to be installed. This will house the snow plow during storms, and give the Parks another 372 sqft of indoor storage space for the cost of \$2090.

**Kritser Park** Parking lots were over sealed by Tandem Paving August 26<sup>th</sup> and have been back in service after they were restriped.

**Chamber of Commerce** Luncheon September 23 we will host the Chamber Luncheon at Kenagy Park from 11:00-1:00PM. We do have one open seat available for Raytown Parks.

**Sales Tax Revenue** September Sales Tax has been posted \$36,875.42. We are at \$303,004.50 collected for the year, with the original revenue budget set at \$310,000 for 2020.

Park Board Meeting with Residents  
September 2,2020

Present:

Mindy McDaniel  
Jim DeLong  
Kahdijha Hardaway  
Greg Walters  
Damon Hodges, City Admin  
Robert Kuehl, Police Chief  
Dave Turner, Park Director  
Robbie Tubbs, Park Board

The residents around Colman Park have many concerns about large crowds, parking on the grass and noise levels.

Ms. McDaniel said the noise level was very high. When the security agency or the police department told the people in the shelters to turn down the noise level, they would until the authorities left. Then the noise level would go back up.

Ms. McDaniel said there would be so many cars parked on the grass, some of them would be up against her fence.

Kahdijha suggested boulders or collapsible bollards along with gates to keep citizens out of the park after curfew.

Greg Walters suggested the parks be closed at 9:00. When Dave told him the adult leagues play tennis and softball until sometimes 10:30 at night, Mr. Walters said they would have to start earlier or finish sooner.

Damon Hodges said he and Greg and discussed these issues many times. Mr. Hodges said he has explained why the city can't implement many of the suggestions. He also said he and Dave Turner are exploring several ideas, including curb blocks and fencing to deter cars from parking on the grass.

Dave Turner said Homeland Security has been very responsive to the calls from the Park Department. There have been several occasions when the RPD came to help.

Chief Kuehl explained his department is working on policies and procedures for responding to problems in the parks. He has set up meetings with Judge Fann and Ross Nigro to discuss municipal fines for park violations.

Mr. Hodges said this is not to be discussed with the public until all plans have been finalized.

## 2020 Security Curfew Violations Breakdown

	20 Non-Res	15 Resident	46 Unknown
<b>Kenagy Park</b>			
5/1/2020 11:47			4
5/2/2020 11:48		2	
5/7/2020 2:02	1		
5/14/2020 12:12	v		
5/31/2020 11:45		2	
6/7/2020 12:12	3		
6/7/2020 12:17			2
6/28/2020 3:25			2
7/10/2020 1:23		2	
7/13/2020 2:13	v		
7/24/2020 1:46	2		
8/14/2020 12:16	v		
8/15/2020 1:11			1
8/18/2020 2:46	v		
8/28/2020 1:53		1	
<b>Minor Smith Park</b>			
5-30-2020 11:55			2
6/2/2020 11:36	v		
6/22/2020 2:57			1
6/28/2020 3:44			2
8/22/2020 1:02	v		
<b>Colman Park</b>			
5/8/2020 11:21			2
5/22/2020 12:09	1		
5/24/2020 3:21	v		
5/29/2020 11:15			3
6/2/2020 1:53	2		
6/6/2020 2:13		1	
7/24/2020 1:11	v		
7/25/2020 12:53	2		

8/9/2020 12:52	1
8/11/2020 2:29	2
8/13/2020 12:00	v
8/14/2020 12:38	1
8/15/2020 1:32	5
8/17/2020 0:00	2
8/26/2020 4:47	v
8/27/2020 12:50	2
8/29/2020 1:39	4

Southwood Park

5/6/2020 11:16	4
5/12/2020 12:19	2
5/27/2020 1:56	2
6/1/2020 11:35	1
6/22/2020 0:00	1
8/3/2020 0:00	2

Kritser Park

5/2/2020 1:23	1
5/21/2020 1:37	2
5/22/2020 12:10	2
6/13/2020 2:30	2
6/15/2020 12:39	2
6/20/2020 1:11	1 1
6/28/2020 2:03	v
8/6/2020 3:24	1
8/6/2020 3:36	1
8/15/2020 1:03	1
8/18/2020 12:04	v
9/8/2020 11:14	v

v- Vehicle only



## September 2020

# PARK MAINTENANCE REPORT



### Horticulture / Right of Way

Through the spring and summer Jared has been trimming trees – mostly low branches and some structural issues. To date he has trimmed over 400 trees.

The annual beds are at their zenith right now. With the onset of fall most of the beds will begin to slowly decline. We have placed the order for tulips bulbs. These will be planted in October-November for blooming next spring. We have reduced the quantity slightly for next year.

We are currently soliciting bids for the 2021 turf chemical needs. The plan is to apply 2 applications of fertilizer, a summer grub control, and a pre-emergence weed control (to assist in the control of crabgrass, etc.). The goal is to acquire these products by the end of the current budget year.

Hopefully, we will apply our first application of fall fertilizer within the next 3 weeks to the sports turf areas. We will then follow-up with our last application of fertilizer 5-6 weeks after that.

Dave is seeking bids on applying hardwood mulch to selected ROW beds. I'm sure he will be reporting on this.

### Park Maintenance

How does one replace a priceless painting or a one-of-a-kind item? These are a few of my many thoughts regarding the retirement of John Sharp. How many employees spend 40+ years at the same job? Certainly, everyone is replaceable, but the likelihood of finding an individual with the skills and job knowledge will be impossible! His dedication and concern for the well being of this department is of the highest standard. The amount of dollars he has saved this department and the city, because of his talents is unknown, but easily much more than \$100,000. Besides being a cherished co-worker, he is a faithful friend. I wish him all the best, and a blessed and wonderful retirement. John's last day will be September 30, 2020.

The plan for filling John's position is to move Alan Bancroft our current Maintenance II to Maintenance III and hire a Maintenance II employee. Applications are being received however, this is a very important hire and I feel it necessary to be "selective" in filling the position. However, we are even having issues with applicants submitting a job application after their first contact with us!

Woodrow (Woody) Bradshaw has now been moved from seasonal status to full time status as a Maintenance I. He has lots and lots to learn, but we have been very happy with his performance to date.

Of course, staff is continuing to keep our park mowed and for the most part we are keeping things in pretty good shape. I hope that we can move forward in seeking a new mowing bid in November.

We are still having vagrants frequent Kenagy and Colman parks. They are staying to themselves, but spend hours and hours setting or laying on a picnic table. This is a very perplexing problem to resolve.

Staff will be replacing the concrete floors on the two East most shelter houses in Kenagy Park. One slab will be poured the week of 9/15 and the second the next week. All old cement has already been removed. These two shelters both had cracks in the cement that suggested replacement was needed.

We have made a few small changes in security lighting. An additional, security light was added to the East side of the shop. New lighting fixtures have been replaced in the Colman bathrooms. I would also like to upgrade a couple more bathroom lights soon. All areas are now brighter.

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# Raytown Parks & Recreation

## Park Board Recreation Report

Submitted by: Mike Conrad

September 2020

### A. 50+ Softball

We have finished Tuesday nights league play. We have at least 3 days of make-up dates for Mondays, Wednesdays and Thursdays. We had a few dates of rainouts and a couple dates of all teams being out of town for tournaments, so games are rescheduled. Mondays are the games running the latest into the year and as of now are scheduled to be finished on 10/19. Wednesdays will be done 9/30 and Thursdays done 10/8, without any more rainouts.

### B. Tennis League

Tennis League ended September 9<sup>th</sup> and shirts were distributed on September 2<sup>nd</sup>. Participants were pleased to be able to have a league this year and were very pleased with the shirts.

### C. Fishing Derby

After pushing back the Fishing Derby to the fall, we had high hopes that we could safely conduct the event but, after talks with some park board members it was decided that for the safety of the community, volunteers and staff we need to cancel the event for this year.

### D. Youth Basketball

Currently, we have times scheduled for coach's training, practices, and games with the School District. The School District did send us information regarding sports and spectator COVID requirements and restrictions. Raytown School District Requirements & Restrictions (key points affecting Parks Youth Basketball):

- Only ticketed family members will be admitted
  - Parks will need to supply ticket and ticket takers/tracking
- Lower level event may not allow spectators due to limited space to social distance
  - K – 3<sup>rd</sup> grade leagues will not be allowed to have spectators
- Parking lots and school grounds are closed to anyone not attending events.
  - Parents will not be allowed to sit in cars in the parking lots after dropping off players
- Spectators must wear masks and adhere to social distancing (6' separations between family groups)
- Anyone entering indoor events must pass a thermal temperature scan. Anyone with a temperature must leave school grounds
  - Parks must provide scanning equipment and personnel to conduct scans and make sure person not allowed to enter leaves school grounds

After reading this I tried to do some expense and revenue estimations. Since the School District is reporting a drop of 40% in school attendees, I figured our expenses at a drop in participation of 40% per grade going off of the 2019-2020 youth basketball season's participation and expenses (all this is without factoring in that Kindergarten through 3<sup>rd</sup> grade leagues will not be allowed to have parents and family in attendance at the games). I figured revenue going off a drop in participants (by grade) of 40% from the 2019-2020 season and multiplied that by the average cost of what we figured for a reduced 6-game season (K-3<sup>rd</sup> 6-game \$35 vs 10 game season \$55 & 4<sup>th</sup>-6<sup>th</sup> 6-game season \$45 vs 10 game season \$65). Revenue at these estimations comes in at around \$6,235 and expenses (without figuring in the additional cost of supplying tickets, temperature scanning equipment, disinfecting cleaners or any additional training costs for volunteers or wages if we were to hire part-time help) comes in at around \$4,196 leaving an estimated profit of \$2,039 (without added expenses).

After gathering this information, we are exploring an option of offering clinics in lieu of a basketball season.

**RFP Mulch**  
**September 15, 2020 12:00 Noon**

1. Business Name: Phillips Pinewood Mulch, Inc.
2. Business Owner(s) Name: Rex Phillips
3. Business Physical Address: 10600 E. 350 Highway  
Raytown, mo 64138
4. Mailing Address (if different from above): 6222 Raytown Trafficway, # 247  
Raytown, mo 64133
5. Business Telephone: 816-305-5408 Fax: 877-365-0019
6. Email address: phillipspinewoodmulch@gmail.com
7. Company Structure (corporation, partnership, sole proprietorship):  
Corporation
8. Primary Business Purpose: mulch delivery & installations; feed delivery
9. Years in Business: 28
10. Federal Tax Identification Number: 43-1631828
11. Years of doing work similar to the work sought in this bid request: 28
12. References – list at least 3 Customer Main Contact Person Telephone Number

Customer	Contact	Phone number
City of Lenexa, KS Parks Maintenance	Jeff Carlson	913-477-7142
City of Overland Park, KS Park forestry	Scott Shierle	913-327-6637
Jackson County Parks	John L. Johnson	816-503-4823

13. Attach a copy of licenses (include professional, state and/or local business or privilege licenses).
14. Attach a copy of insurances (Worker's Compensation and Commercial General Liability)

Business Name: Phillips Pinewood Mulch, Inc.

Option A.

Site location	Bid for cost of services
Raytown Trafficway & 63rd St. North & South traffic islands	2023.36
Raytown Rd. & Gregory Blvd. North island & East landscape bed	442.61

corrected to  
1387.61


(Overhead visual views attached at the back of this document)

Option B.

Site location	Bid for cost of services
63rd St. & Raytown Rd to Blue Ridge Blvd-Streetscape	1649.98

(Overhead visual views attached at the back of this document)

I CERTIFY THAT THIS PROPOSAL IS MADE WITHOUT PRIOR UNDERSTANDING, AGREEMENT, OR CONNECTION WITH ANY OTHER CONTRACTOR SUBMITTING A PROPOSAL FOR THE SAME SERVICES AND IS IN ALL RESPECTS FAIR AND WITHOUT COLLUSION OR FRAUD. I AGREE TO ABIDE TO ALL TERMS AND CONDITIONS OF THIS RFP AND CERTIFY THAT I AM AUTHORIZED TO SIGN THIS RFP AS OR FOR THE CONTRACTOR.

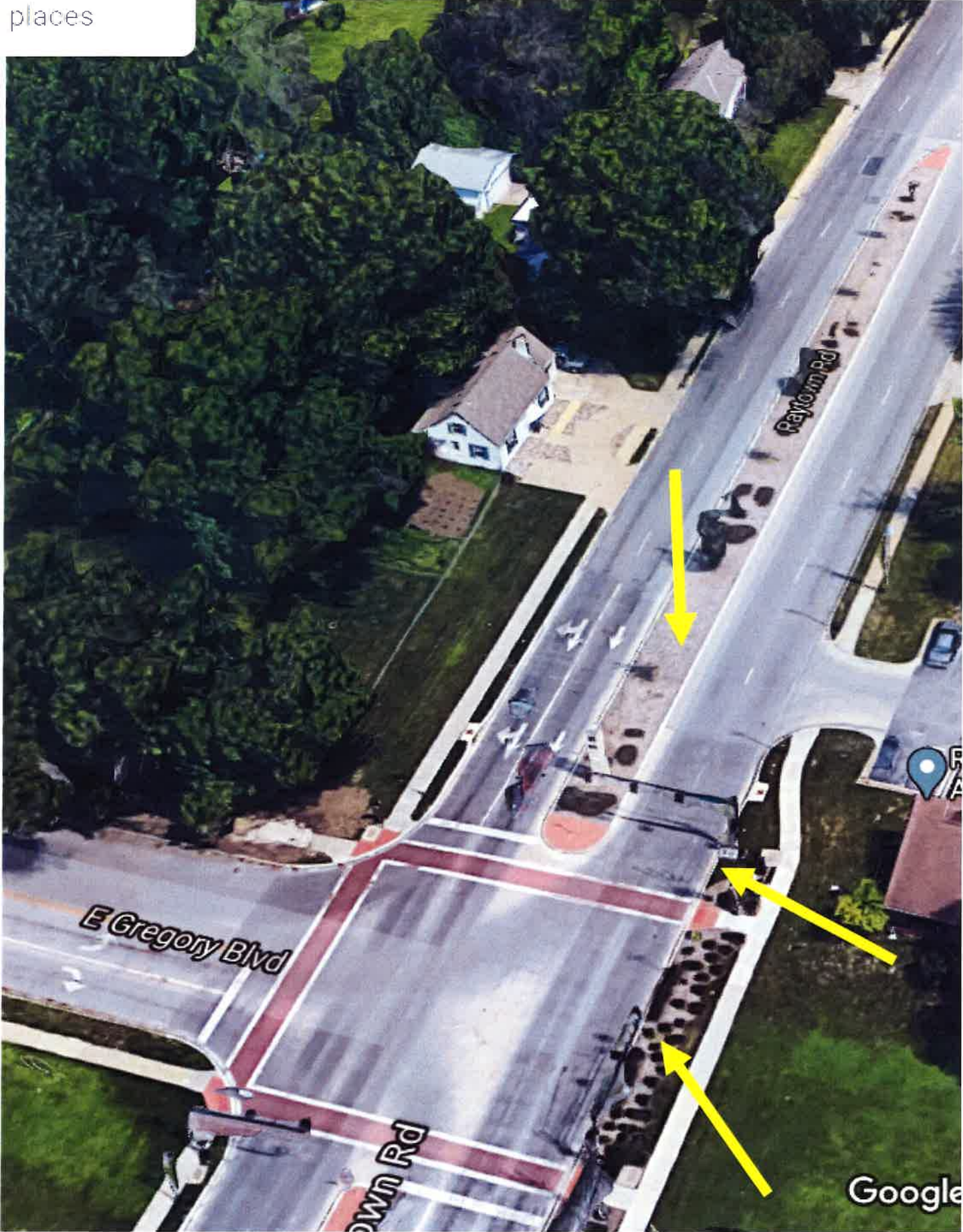
AUTHORIZED SIGNATURE: 

TYPED OR PRINTED NAME: Rex Phillips

TITLE: President / Owner DATE: 9/4/20

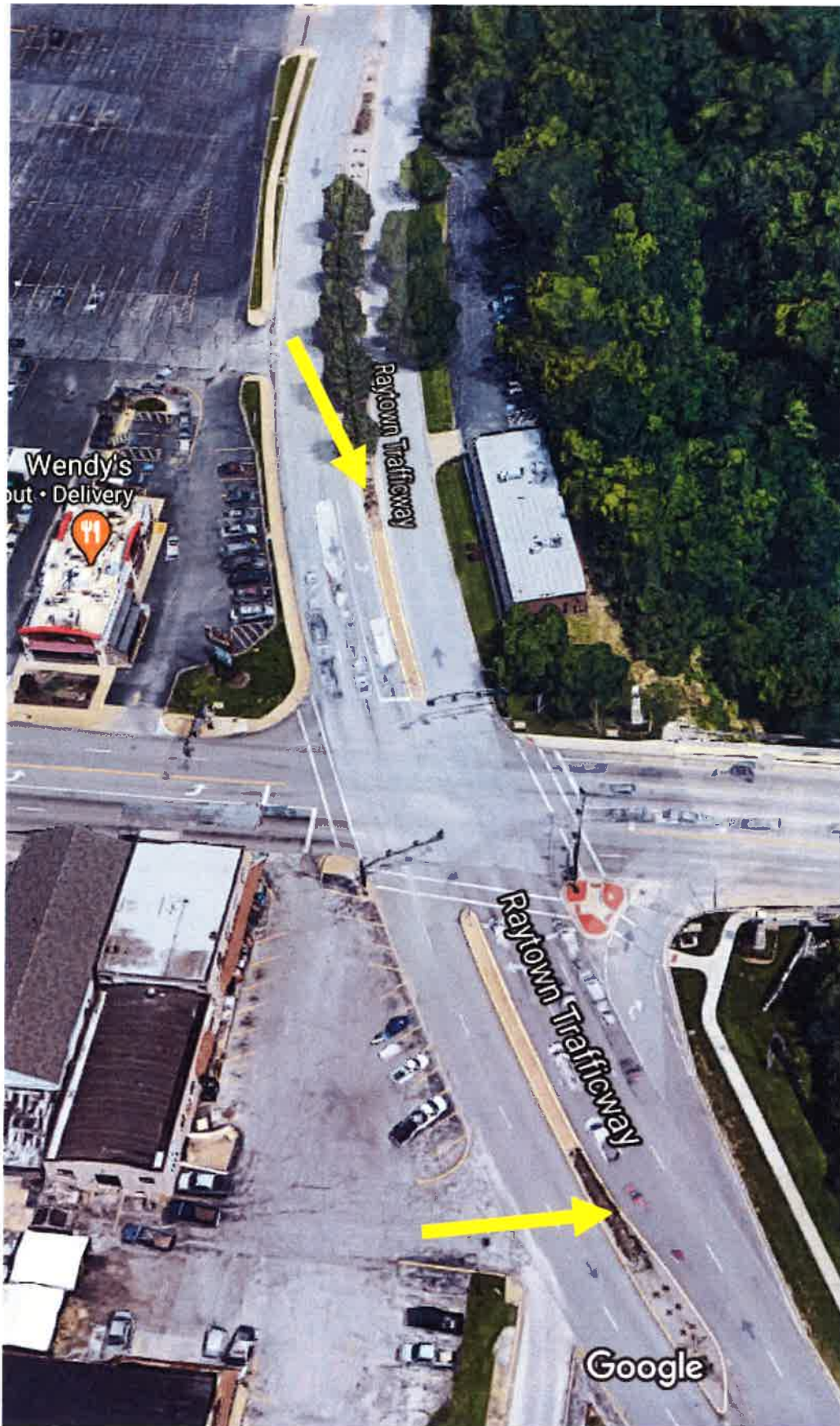
# Traffic Islands at Gregory Blvd. & Raytown Road

places





# Traffic Islands at 63rd & Raytown Trafficway.



# 63rd ST Street Scape Between Raytown RD & Blue Ridge BLVD

Option B.





**AGREEMENT BETWEEN  
RAYTOWN PARKS AND RECREATION DEPARTMENT  
AND  
RAYTOWN SPORTS CLUB**

The undersigned, the Raytown Sports Club, LLC., (hereinafter termed "Association"), having been determined by the Raytown Parks and Recreation Board (hereinafter termed "Board") to be an association or group organized and operating to fulfill a need in the City of Raytown and to accomplish a public purpose, is designated "primary provider" of recreational youth sports in Raytown. Further, the Association is hereby given exclusive use of Little Blue Trace Park fields for the purpose of conducting various sports activities on a regularly scheduled basis in accordance with the schedule and sites appended hereto and made a part thereof. The Board reserves the right to schedule Board activities during the agreement period so long as an officer of the Association is notified 45 days in advance and it doesn't conflict with publicized schedule provided to the board.

In consideration of the use of said playing fields and the necessary surrounding areas, the Association agrees to do the following:

1. The Association agrees to pay a \$15,200.00 annual fee, payable \$1,267 monthly starting December 1<sup>ST</sup>. 2020 to support facility maintenance and operations at Little Blue Trace Park. Association will be in Default for failure to make payments as specified, for filing any lien or claim against Little Blue Trace Park, or income therefrom, through no fault of the Board and because of some action, accident, or conduct by Association or its use of Little Blue Trace Park or the failure of the Association to perform in accordance with any term of this Agreement. This fee includes utilities including electricity, trash service, water, and/or other recurring expenses.
2. It is the responsibility of the Association to determine field playability as it relates to damage to grounds, turf and/or infields at practice and game fields. The Association will be responsible to repair damage caused by such use. If field damage becomes excessive due to the Association's or its users' use during unfavorable field conditions, the Board will take over this responsibility.
3. Pay for/provide clean-up of trash and litter at least once per scheduled use day at Little Blue Trace Park. Includes parking lot, spectator areas, fields, dugouts, etc. and trash can liners at said Park, and deposit in the provided trash dumpsters
4. Pay for/provide for the cleanup of restrooms, storage areas and concession areas daily. Keep these areas neat, orderly and clean. Provide those supplies required to operate the restrooms.
5. Pay for/provide for the mowing services at Little Blue Trace Park for Association's ball fields and other areas inside the fence, a minimum of ten feet outside the fence and next to the parking lot, parking lot islands and medians, and turf areas between parking lot and restroom/concession building. Attached map shows areas to be mowed. This is excluded in the \$1,267 monthly fee, or \$15,200 annual payment. Be responsible for mowing all areas of Little Blue Trace Park and mowing outside of sports fields a minimum of 10 times per year.
6. For events where large amounts of trash are expected the Association should rent additional dumpsters or provide that existing dumpsters are emptied so trash bags do not accumulate outside the dumpster enclosures.

7. Assemble and provide the Board copies of the scheduling of all practice sessions and games one week before each season begins.
8. The Board's main goal with this agreement is to have a Youth Baseball leagues provider in a long-term stable arrangement to provide this activity for the youth in Raytown.
9. Provide rosters of participants for all leagues and seasons for the years of this contract.
10. Provide the Board with copies of minutes of all regular meetings and all annual or special meetings of officers, Board members or general membership. In addition provide the Board copies of any newsletters or special correspondence to participants.
11. The Association is empowered by the Board to control the behavior of participants and spectators during events. The Association can eject unruly or dangerous participants, coaches, parents or spectators from the premises during the events. Any Association officer or representative can exercise this authority.
12. The Association shall allow vehicles in Little Blue Trace Park to park in designated parking areas only, unless authorized by the Board. The Association may charge reasonable parking fees for spectators at tournaments only.
13. Schedule games and events that do not exceed the capacity of the parking lot, fields and restrooms.
14. If the Board schedules C-2 School District activities at Little Blue Trace Park. The Association will advise the Board of field availability for School District activities as needed.
15. Board must approve activities other than youth baseball/softball/football/soccer at park facilities.
16. The Board will be included in all discussion and agreements for tournaments sponsored by the Association, co-sponsored with outside groups or sponsored by outside groups. Any outside lease of the park will provide insurance listing Raytown Sports Club and Raytown Parks & Recreation Dept as additional insured. The Association shall not sublease fields without approval from the Board.
17. Vendors that request to set up areas to sell food and/or merchandise, or to advertise on Board property must be approved by the Association and obtain a Vendor Permit from the Board and a City of Kansas City Business License. Tournament sponsors are required to obtain a vendor permit to sell food and/or merchandise and obtain a City of Kansas City Business License and Jackson County Health Department Permit. Vendors for Association sponsored team pictures are excluded.
18. Operate concession sales with Association members or employees. Association must obtain a valid Jackson County or Kansas City Health Department Food Handlers permit for concession volunteers/employees. If concession sales are to be provided by a contracted vendor, contractor must be approved by the Board. In providing such concessions, Association will notify the Board of any outside concession vendor of Raytown Sports Clubs and will be responsible for any damage to concession equipment, other than normal wear and tear.
19. Be responsible for turning field lights on/off for Association activities and other users during the agreement.



20. Not change or alter park property in any way unless written consent has been granted by the Board.
21. Be responsible for keys to the Little Blue Trace Park, and turn in the keys to the Board at the end of each season.
22. Pay the cost of replacement or repair of any park property damage through the negligence of or actions of the Association, group or participants in such program. The Association shall not be responsible for damage to the park property not caused, in whole or in part, by it or its agents, employees, invitees, guests, or users.
23. The Board understands and appreciates the significant time commitment of the Association Board and volunteers, and how difficult it is to recruit and retain good coaches. However, the Board feels strongly that is in the best interest of the Association's program and the youth it serves to attempt to provide the coaches with the basic skills necessary to coach youth baseball/softball/football/soccer and work with children. In order to provide a basic understanding of coaching and working with youth the Board is requiring the Association to provide a minimum training of two hours per year to all coaches and or managers. Provide a written description of the training that has been provided and a list of coaches and or managers that have met this condition. Organizational meetings do not count as training for development of coaching skills and working with youth. The training will be conducted by an Association approved trainer (high school, college or professional coaches are recommended for this activity). Currently licensed or certified coaches are exempt from this training requirement. Trained Parks personnel can perform coaches training if needed.
24. For the protection of children from sexual offenders the Board is requiring programs under it's direction and/or using Board facilities to develop policies and procedures that in so far as possible protect the safety of children from sexual offenders.
25. In order to meet this requirement, the Association is required to perform Missouri Division of Family Services child abuse or neglect/criminal record background checks on all volunteers (coaches and or managers, board members, concession workers, officials, etc.) 18 years of age and older. Background checks through coach training programs are also acceptable.
26. Develop a written policy describing procedures for background checks and sexual offender checks for employees, volunteers, coaches and or managers, officials, board members, etc. Policy will describe Association guidelines on what type of convicted offenses will disqualify persons from being employees, coaches and or managers, volunteers, officials, board members, etc.
27. Conduct one participant survey per year. Survey will be conducted following the season with the most participants. Survey questions and format will be jointly prepared with the Board. Several methods for accomplishing this will be investigated. Costs for this process will be the Association responsibility. Surveys will be prepared, mailed and results compiled by the Association. A copy of the survey results is due to the Park office by the end of the calendar year.
28. Start no inning of a ball game after 10:45 p.m. nor allow a game to overrun the 11:00 p.m. curfew which has been established by City Ordinance in all Parks.

29. Assume the responsibility of maintaining control of their own program and take all necessary steps to prevent the violation of a City Ordinance or any act or action that might be detrimental to the Board.
30. The Association shall indemnify, release, defend, become responsible for and forever hold harmless the Board and the City of Raytown, their respective officers, agents, employees, elected officials, and attorneys, each in their official and individual capacities, from and against all lawsuits, suits, actions, costs, claims, demands, damages, disability, losses, expenses, including reasonable attorney's fees and other defense costs or liabilities, of any character and from any cause whatsoever brought because of bodily injury or death received or sustained, or loss or damage received or sustained, by any person, persons, or property arising out of or resulting from any act, error, omission, or intentional act of the Association or its agents, employees, or subcontractors, arising out of or in any way connected with the operations and activities expressly authorized herein, including the use by the Association or its agents, employees, invitees, guests or users, of the Board's playing fields and facilities as herein set forth and provide the Board a Certificate of Insurance indicating coverage naming the City of Raytown, Missouri as additional insured. Association will be required to obtain insurance of the types and the amounts set forth below from an underwriter licensed to do business in the State of Missouri and list the City as an additional insured as part of such policy.
  - a. Comprehensive General (Public) Liability  
Minimum limit \$2,000,000 combined single limit for bodily injury and property damage per occurrence.
  - b. Comprehensive Automobile Liability  
If applicable, \$2,000,000 combined single limit
  - c. Worker's Compensation: If applicable, as required by Missouri Law.
  - d. Employer's Liability: If applicable, \$1,000,000 each employee, \$1,000,000 each accident and \$1,000,000 policy limit.
31. Pay for/provide for preparation of fields for the Association's and its users' games. This includes all grooming, dragging and lining of fields.
32. Not place banners, signs or advertisement at Board facilities. Team and Association banners that do not include advertising beyond the name of the team sponsors are excluded.
33. It is the responsibility of the Association to determine if field conditions are safe for its use and if weather conditions are safe for play by the Association or its users, and a notification system for participants if activities must be cancelled.
34. Provide all equipment and supplies necessary to operate the Association's program, i.e., bases, balls, bats, field chalk/paint, goals, etc.
35. The Board shall not be held responsible for loss of materials and equipment from theft or vandalism.

36. The Association shall permit an authorized representative of the Board to inspect and audit all data and records of the Association related to its performance under this Agreement.
37. The Association and the Board hereby agree that this Agreement shall not be assigned, transferred, conveyed or otherwise disposed of without the prior consent of the other party to the Agreement.
38. The Association shall comply with all applicable federal, state and local laws, ordinances, codes and regulations.
39. Any notice required by this Agreement is deemed to be given if it is mailed by United States certified mail postage prepaid, and is addressed as hereinafter specified.

Raytown Parks and Recreation  
5912 Lane Ave  
Raytown, MO 64133

RAYTOWN SPORTS CLUB  
707 DOC HENRY ROAD  
GREENWOOD, MO 64034

40. In order to provide necessary flexibility for the most effective execution of this Agreement, whenever both the Board and the Association mutually agree, changes to this Agreement may be effected by placing them in written form and incorporating them into this Agreement as an amendment. At a minimum the Association and Board will revisit the contract every two years to compare expenses and revisit the fees schedule, solely based on the utility and maintenance expenses.
41. It is mutually agreed that in case any provision of this Agreement is determined by a court of law to be unconstitutional, illegal, or unenforceable, it is the intention of the parties that all the other provisions of this Agreement shall remain in full force and effect.
42. This Agreement constitutes the entire agreement between the parties with respect to its subject matter and any prior agreements, understandings, or other matters, whether oral or written, are hereby merged into and made a part hereof, and are not of further force or affect.
43. Nothing in this Agreement shall be construed to create an employment relationship between the Board, the City of Raytown, and the members, employees or agents of the Association.

In consideration of said funds and services, the Board agrees to provide the following:

1. Maintenance of all utilities.
2. Maintenance and repair of restroom/concession building and fixtures due to normal wear and tear, except for those items owned by the Association. Vandalism caused by league participants, guests and spectators is the responsibility of the Association.
3. Maintenance, repair and replacement of infrastructure such as building damage, field lighting, and major electrical repairs.

4. Winterize restroom/concession building and water fountains. Timing of these activities will be based on weather and temperature conditions and will be decided by the Board.
5. Park staff will perform any activity due to non-performance by the Association and this will be charged at \$40.00 per hour to the Association

TERM AND TERMINATION-This agreement shall be effective the 1<sup>st</sup> day of December 2020 for a period of 9-1/2 years expiring on May 6, 2030. This agreement may be terminated by either party upon one hundred twenty (120) day written notice. In addition, this Agreement shall automatically terminate if Jackson County and the City of Raytown terminate the Lease Agreement of May 6, 1980 which creates the rights and responsibilities of the City of Raytown to operate and maintain the Little Blue Trace Park fields.

This agreement has the option to be renewed for an additional 10 years year periods unless either party shall give written notice of non-renewal to the other party not less than ninety (90) days prior to the last day of this Agreement.

IN WITNESS WHEREOF, the parties below have hereunto executed this agreement on the day and year written below.

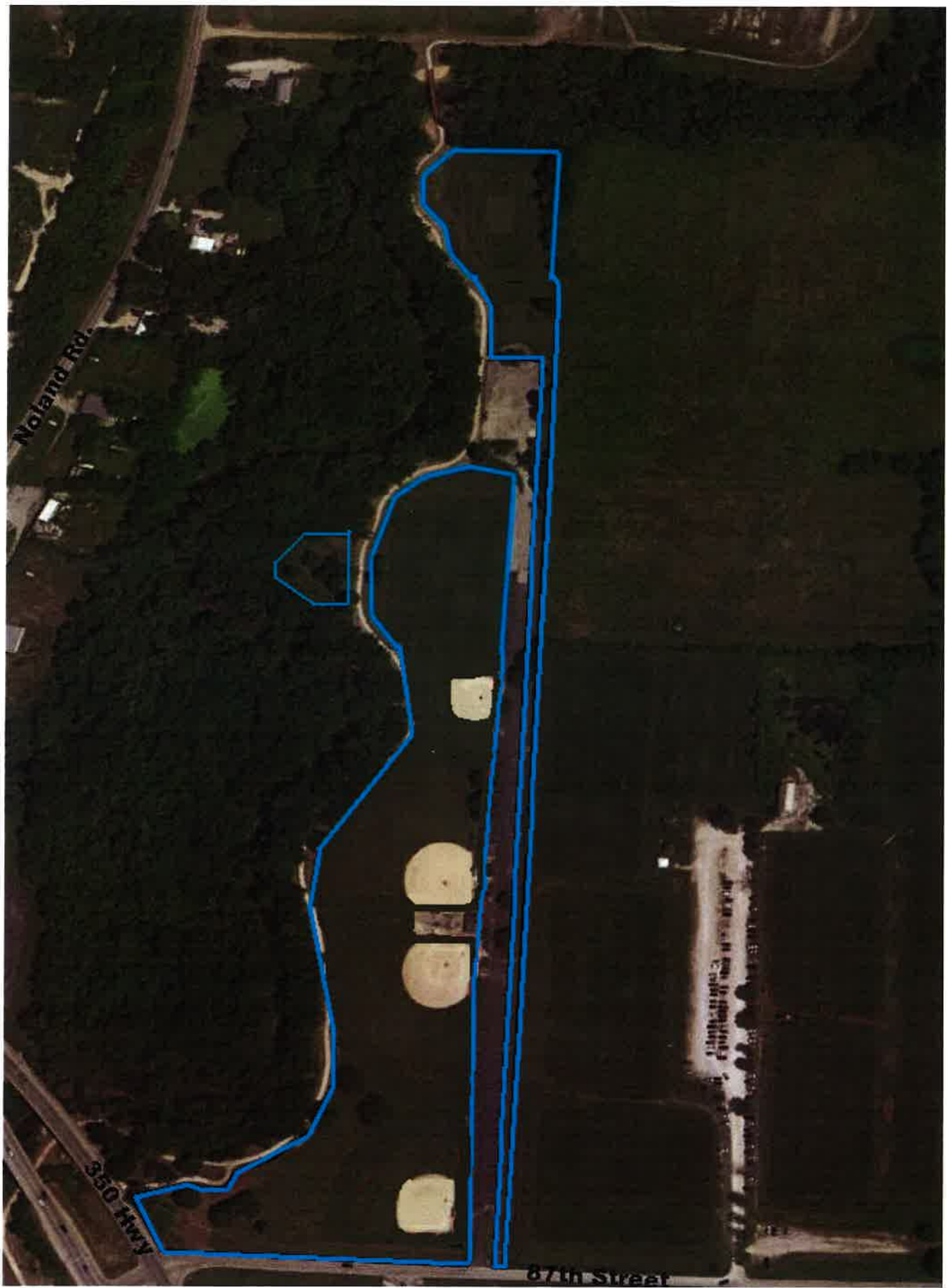
Agreement acknowledged this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
 Zoran Savic, Managing Member  
 Raytown Sports Club, LLC

\_\_\_\_\_  
 David Thurman, Park Board President  
 Raytown Parks and Recreation Department

\_\_\_\_\_  
 Dave Turner, Director  
 Raytown Parks and Recreation Department

	2020	2019	2018
<b>Water</b>	\$ 2,355.65	\$ 2,400.99	\$ 2,421.84



**Electricity**

Green Pad	\$ 2,143.36	\$ 3,243.28	\$ 3,792.77
Field #1 *	\$ 82.74	\$ 407.22	\$ 895.43
Area Lites	\$ 2,548.23	\$ 2,883.03	\$ 3,253.50
	\$ 4,774.33	\$ 6,533.53	\$ 7,941.70

\* Field #1 Meter was broken January-June 2020  
were not charged for electricity during that time

<b>Mowing*</b>	\$ 800.00	\$ 4,800.00	\$ 4,800.00
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\*Mowing contractor quit in May 2020 and staff has been mowing since then

<b>Maintenance - Fertilizer</b>			
DE0501-Softball fields		\$ 1,194.25	\$ 1,422.39
DE0502 - Soccer Fields		\$ 796.17	\$ 948.26

<b>Electrical</b>			
Ballfields	\$ 2,907.14	x	x

Fixed Field #1 meter and replaced lamps

<b>Trash</b>	\$ 964.63	\$ 2,451.02	\$ 2,122.64
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**TOTALS: \$18,175.96 \$19,656.83**

Invoices paid thru July/August 2020, not a full year

These are all fiscal year prices - November thru October

# Homeland Security Protective Service

## Raytown Parks & Rec-Proposal for Shared Patrol Services

**Date:** February 11, 2020

**Office:** 5912 Lane, Raytown, MO, 64133

**Property Contact:** Dave Turner

**Months:** 2020 May 1 through September 30.

**Rates:** \$2,736.00 per month\*

**Terms:** Net 30 days billed weekly via email

**Contract:** 2020-Five (5) month with option to extend for two (2) additional one (1) year periods at current monthly proposed rate X 2% annual increase per year.

### **Shared Patrol Service:**

- Uniformed, insured, fully trained security officer
- Mobile patrols-Patrol shift 9:00 pm to 5:00 am 2 per location
- Visual inspection of vehicles and facilities on-site
- Detailed written post orders
- Daily electronic activity log-incident reports-maintenance/hazard reports
- Time/Date stamped photo reports-GPS tracked
- Emergency notification-client & Raytown Police Department
- Parking lot checks
- Nightly Lock up-secure area checks
- Parking violation and tow program
- Body Cams-Dash Cams
- GPS fleet tracking radios
- On staff former KCPD police officer adviser

### **Properties & Locations:**

Sarah Coleman-59<sup>th</sup> & Lane Raytown MO 64133  
Kenagy-79<sup>th</sup> & Raytown Road Raytown MO 64138  
Kritzer-75<sup>th</sup> & Woodson Raytown MO 64138  
Minor Smith-81<sup>st</sup> & Ash Raytown MO 64138  
Southwood-81<sup>st</sup> & Arlington Raytown MO 64138

### **Coverage:**

Mon-Sunday  
Mon-Sunday  
Mon-Sunday  
Mon-Sunday  
Mon-Sunday

**Patrols:** 2 per park per night each park-officers will drive through each location twice per night, stop & take a time/date stamped photo each patrol (Kenagy-both parking lots). If individuals or vehicles are on-site after hours officers will ped or vehicle check & if appropriate, contact Raytown PD.

\*Additional patrol and Stationary services available by written request. Stationary hourly rates based on notice & officer availability and billed weekly due NET 15 days.

**Roger Brough Homeland Security Protective Service, Inc.**  
1638 North Corrington Kansas City, MO 64120 [rogerbroughkc@gmail.com](mailto:rogerbroughkc@gmail.com)  
Cell: 816-682-8249 Office: 816-802-8020 [www.homelandsecuritykc.us](http://www.homelandsecuritykc.us)

**HOMELAND SECURITY PROTECTIVE SERVICE INC,  
Change Order  
AGREEMENT FOR PROFESSIONAL SECURITY SERVICES**

This Agreement for Professional Security Services (the "Agreement"), effective 9/21/2020, is by and between HOMELAND SECURITY PROTECTIVE SERVICE INC., a Missouri corporation (hereinafter "HOMELAND SECURITY PROTECTIVE SERVICE and Raytown Parks & Recreation phone (816) 358-4100 ("hereinafter Client").

WHEREAS, our current HOMELAND SECURITY PROTECTIVE SERVICE agreement calls for written Changes in our Agreement:

**4. CHANGES. Client and Homeland Security Protective Service may from time to time change the scope of services to be provided. Any such change (the "Change Order") will only be effective if accepted in writing by Homeland Security Protective Service.**

Per the written communication as requested by the Client Homeland Security Protective Service agrees to the following changes to up-date our current agreement-all other agreement provisions remain in place:

1. Continue on call service as needed through 10/31/2020 from 6:00 am to 9:00 pm to respond to dispatch calls for parking issues at \$25.00 per call, payment due NET 15 days.
2. Continue nightly patrol service, 2 patrols per night through 10/31/2020 at a rate of \$2,736.00 for the additional month for the following properties:

**Properties & Locations:**

Sarah Coleman-59<sup>th</sup> & lane Raytown MO 64133  
Kenagy-79<sup>th</sup> & Raytown Road Raytown MO 64138  
Kritzer-75<sup>th</sup> & Woodson Raytown MO 64138  
Minor Smith-81<sup>st</sup> & Ash Raytown MO 64138  
Southwood-81<sup>st</sup> & Arlington Raytown MO 64138

**Coverage:**

Mon-Sunday  
Mon-Sunday  
Mon-Sunday  
Mon-Sunday  
Mon-Sunday

Payment due NET 30 days.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

CLIENT:

By X \_\_\_\_\_  
Name:



HOMELAND SECURITY PROTECTIVE SERVICE:

A handwritten signature in black ink, appearing to be the name 'R. Brough'.

By \_\_\_\_\_  
**Homeland Security Protective Service, Inc., by Agent,  
Customer Acquisition Services, LLC,  
Roger A. Brough, Member**

## Park Board meetings in person options

Normally scheduled meeting date Monday, October 19, 2020.

City Hall Council Chambers are available on:

October 12-16 Monday-Friday, and October 22, Thursday.

Rice-Tremonti home:

October 19<sup>th</sup>.

Parks Office:

October 19<sup>th</sup>.

Lutfi's Restaurant Obama Room:

October 19<sup>th</sup>.