

AGENDA
RAYTOWN PARKS & RECREATION BOARD
Monday, November 20, 2023 6:30 PM

Hosted in person at the Raytown Parks Office:
5912 Lane Ave, Raytown MO 64133

Or via Zoom Link:

<https://us06web.zoom.us/j/85386514865>

Meeting ID: 853 8651 4865

I. Call to Order

II. Public Participation

Approval of Minutes –October 16, 2023

III. Reports of Officers

President – Robbie Tubbs

Vice President – Evan Gorrell

IV. Reports of Standing & Special Committees

Personnel – Evan Gorrell

Finance –

Program – Brian Morris

Buildings & Grounds – Dave Thurman

Main Street- Robbie Tubbs

Rice-Tremonti – Brian Morris

V. Staff Reports

Director – Dave Turner

Superintendent of Parks – Tony Mesa

Recreation- Gage Colton

VI. New Business

1. Grant projects progress report
2. Rental House update

VII. Other Business

VIII. Announcements

IX. Adjourn

- Next Meeting: Monday, December 18, 2023, 7 PM at Raytown Parks office

Raytown Parks & Recreation Board Members

11/07/23

<u>Park Board Members</u>	<u>Term Expires</u>	<u>Committees</u>
1. Robbie Tubbs 6250 Ash Ct. 64133 RobbieT317@hotmail.com	Cell 392-2459	President 6/1/25 Finance, Buildings & Grounds, Personnel, Program
2. Evan Gorrell 11109 E. 59 th (64133) perryevangorrell@gmail.com	Cell 913-216-7057	Vice President 6/1/25 Personnel - Chair Program
3. Jackie Blunt 7511 Maple 64138 bluntjmb@gmail.com	Cell 908-6098	6/1/26 Personnel, Program
4. Rhonda Herring 8809 E. 85 th Terr. (64138) Rhonda.herring11@yahoo.com	Cell 356-8279	6/1/26 Buildings & Grounds, Finance
5. Brent Hugh (Jan) 5916 Arlington 64133 brent@brenthugh.com	Cell 695-6736	6/1/26 Buildings & Grounds, Personnel
6. Brian Morris (Judi) 7304 Sterling Ave. 64133 ironbrigadeb1863@gmail.com	Cell 913-620-4729	6/1/24 Program – Chair , Finance Rice Tremonti Liaison
7. Jules Sneddon (Jason) 7037 Lakeshore Dr. 64133 julesneddon@gmail.com	Cell 878-1294	6/1/24 Finance, Buildings & Grounds
8. David Thurman (Daneen) 10500 E. 80 th St. 64138 david.h.thurman@gmail.com	Cell 305-3732	6/1/25 Buildings & Grounds - Chair Program
9. Vacant	Cell	6/1/24 Finance - Chair Personnel

Department Administrative Staff

Ext.	Name	Phone #	Title
102	Dave Turner (Erin) davet@raytownparks.com	Cell 588-5826	Director
103	Mary Ann McCormick (Bill) maryann@raytownparks.com	Cell 519-2149	Administrative Services Coordinator
104	Tony Mesa (Anita) tonym@raytownparks.com	Cell 868-1610	Superintendent of Parks
101	Gage Colton gagec@raytownparks.com	Cell 660-342-7811	Sports & Special Events Supervisor

**Raytown Park Board
Minutes
October 16, 2023**

Attendance:

Park Board: Robbie Tubbs, Dave Thurman, Brian Morris, Jules Sneddon, Evan Gorrell. Zoom: Loretha Hayden

Staff: Dave Turner, Gage Colton, and Tony Mesa,

Guests - BMX Nate Jonjevic and Ryan Hoffman

A quorum was declared and the meeting was called to order at 7:02 pm. Brian Morris made a motion to approve the minutes from September 18, 2023. Evan Gorrell 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 – no report

Buildings & Grounds – no report

Main Street – no report

Rice Tremonti – The festival was a good revenue generator for the group and they are making plans for next year. They have updated their inventory and are selling items not needed for the home.

Reports of Staff:

Director – a written report was distributed.

Superintendent of Parks - a written report was distributed.

Recreation Report - a written report was distributed.

New Business:

1. Nate Jonjevic gave a report on the BMX 2023 season. Nate said their concession has been much more profitable this year, and that the National Race netted the group over \$20,000. Their next project is to update the straight away and curve #3 on the track.
2. Brian Morris made a motion to approve the rental agreement for the home at 8805 E 66th ST. Jules Sneddon seconded and the motion passed. Evan Gorrell abstained.
3. Discussion on strategies for presenting the Parks Sales Tax needs with the Board of Alderman work session on November 28th.
4. Evan Gorrell made a motion to approve the fee increases voted on by the Program Committee. The fee increases are Youth basketball raise \$4 in 2024, 50+ softball increases \$20 per team, vendor spaces increase to \$45 and food vendor booths go up to \$60. Brian Morris seconded the motion and the motion passed.
5. Evan Gorrell made a motion to adjourn at 8:30 pm. Michael Anderson seconded and the motion passed.

Minutes
Raytown Parks & Recreation
Program Committee
October 16, 2023

Attendees: Brian Morris, Dave Thurman, Evan Gorrell, Robbie Tubbs
Staff: Dave Turner, Gage Colton

Called to order at 6:30 pm.

1. The committee reviewed the fees and charges from 2023. Staff recommended to increase youth basketball registrations by \$4, and to increase fees for 50+ softball teams by \$20 per team in 2024. Brian made a recommendation to increase vendor booth fees to \$45 and food vendor fees to \$60. Dave Thurman made a motion to approve all changes. Evan Gorrell seconded and the motion passed.
2. Discussion on the Creative Communities Alliance participation for 2024 where the Raytown Parks will have two sculptures that time out and will be picked up by the artists. Robbie Tubbs made a motion to acquire two more pieces in 2024. Dave Thurman seconded and the motion passed.
3. Dave Thurman made a motion to adjourn at 6:40 pm, Evan Gorrell seconded and the motion passed.



		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 201 - PARKS & RECREATION							
Revenue							
201-00-00-100-41205	Parks/Storm Water Capital Sales Ta	327,000.00	327,000.00	26,511.05	359,440.45	32,440.45	109.92 %
201-00-00-100-46102	Investment Income	400.00	400.00	1,251.03	15,523.78	15,123.78	3,880.95 %
201-00-00-100-46401	Miscellaneous Revenue	300.00	300.00	0.00	0.00	-300.00	100.00 %
201-92-00-000-42122	Credit Card Processing Fee	0.00	0.00	42.26	747.56	747.56	0.00 %
201-92-00-100-41101	Real Estate Tax	455,000.00	455,000.00	240.16	465,069.80	10,069.80	102.21 %
201-92-00-100-41102	Personal Property Tax	90,000.00	90,000.00	1,412.83	120,029.99	30,029.99	133.37 %
201-92-00-100-41104	Delinquent Real Estate Taxes	13,000.00	13,000.00	156.02	10,815.18	-2,184.82	16.81 %
201-92-00-100-41105	Penalties	10,000.00	10,000.00	433.38	8,931.98	-1,068.02	10.68 %
201-92-00-100-41106	EXCESS PROCEEDS	0.00	0.00	0.00	1,016.63	1,016.63	0.00 %
201-92-00-100-41107	Railroad & Utilities Tax	19,000.00	19,000.00	0.00	20,639.59	1,639.59	108.63 %
201-92-00-100-41108	Replacement Tax	28,000.00	28,000.00	0.00	29,382.59	1,382.59	104.94 %
201-92-00-100-41110	Circuit Breaker Refund	-1,000.00	-1,000.00	-50.32	-844.46	155.54	84.45 %
201-92-00-100-41111	Delinquent Property Tax Revenue	8,000.00	8,000.00	384.40	9,596.74	1,596.74	119.96 %
201-92-00-100-43101	SuperSplash Grant	335,000.00	335,000.00	0.00	0.00	-335,000.00	100.00 %
201-92-00-100-46101	Interest Earnings	2,000.00	2,000.00	1,946.77	43,719.90	41,719.90	2,186.00 %
201-92-00-100-46303	Gain on sale of Fixed Asset	4,500.00	4,500.00	0.00	10,890.00	6,390.00	242.00 %
201-92-00-100-47101	Ballfield Lights Fees	3,000.00	3,000.00	0.00	805.00	-2,195.00	73.17 %
201-92-00-100-47105	Shelter House Rental Fees	22,000.00	22,000.00	510.00	26,508.68	4,508.68	120.49 %
201-92-00-100-47110	Sports Field Rental Fees	12,000.00	12,000.00	0.00	2,320.00	-9,680.00	80.67 %
201-92-00-100-47116	Vending Machine-Kenagy	1,100.00	1,100.00	15.00	961.70	-138.30	12.57 %
201-92-00-100-47204	Team Sports League	18,000.00	18,000.00	5,161.15	16,504.72	-1,495.28	8.31 %
201-92-00-100-47220	Donations	12,000.00	12,000.00	0.00	13,555.00	1,555.00	112.96 %
201-92-00-100-47425	Other Income	1,000.00	1,000.00	2,724.36	24,119.34	23,119.34	2,411.93 %
201-92-00-753-43000	State Grant - LWCF	0.00	0.00	34,325.72	34,325.72	34,325.72	0.00 %
	Revenue Total:	1,360,300.00	1,360,300.00	75,063.81	1,214,059.89	-146,240.11	10.75%
Expense							
201-00-00-000-59941	CASH LONG & SHORT	0.00	0.00	0.00	1.00	-1.00	0.00 %
201-00-00-100-58000	BMX Appropriation	35,000.00	35,000.00	0.00	35,000.00	0.00	0.00 %
201-00-00-100-59950	Operating Transfer - TIF EAT's	33,600.00	33,600.00	2,925.87	34,343.94	-743.94	-2.21 %
201-92-00-100-51102	Civilian Employees	435,393.60	435,393.60	42,057.96	461,973.10	-26,579.50	-6.10 %
201-92-00-100-51106	Part Time Employees	32,500.00	32,500.00	3,344.29	24,277.05	8,222.95	25.30 %
201-92-00-100-51111	Civilian Employees Overtime	5,112.86	5,112.86	285.55	4,018.49	1,094.37	21.40 %
201-92-00-100-51206	Life Ins	1,086.00	1,086.00	104.56	1,237.78	-151.78	-13.98 %
201-92-00-100-51212	Deferred Compensation - 401 A	2,500.23	2,500.23	299.20	3,692.61	-1,192.38	-47.69 %
201-92-00-100-51214	Civilian Pension - LAGERS	68,084.75	68,084.75	5,916.71	65,593.48	2,491.27	3.66 %
201-92-00-100-51215	Health Insurance	58,328.90	58,328.90	5,626.32	73,271.84	-14,942.94	-25.62 %
201-92-00-100-51218	Med Exp - HSA contribution	6,000.00	6,000.00	375.00	5,375.00	625.00	10.42 %
201-92-00-100-51220	Dental	5,271.00	5,271.00	371.28	4,373.67	897.33	17.02 %
201-92-00-100-51221	Vision	996.00	996.00	81.04	952.52	43.48	4.37 %
201-92-00-100-51225	FICA	36,565.96	36,565.96	3,301.46	35,516.79	1,049.17	2.87 %
201-92-00-100-51231	Auto Allowance	4,980.00	4,980.00	415.00	5,075.00	-95.00	-1.91 %
201-92-00-100-51236	Ins Opt Out Incentive	1,992.00	1,992.00	0.00	830.00	1,162.00	58.33 %
201-92-00-100-51238	Phone Allowance	3,360.00	3,360.00	280.00	3,360.00	0.00	0.00 %
201-92-00-100-51240	Workers Compensation Insurance	17,627.05	17,627.05	1,902.05	18,931.62	-1,304.57	-7.40 %
201-92-00-100-52101	Office Supplies	600.00	600.00	0.00	60.19	539.81	89.97 %
201-92-00-100-52200	Operating Supplies	3,450.00	3,450.00	45.00	1,967.74	1,482.26	42.96 %
201-92-00-100-52233	Uniforms	3,300.00	3,300.00	676.07	1,260.94	2,039.06	61.79 %
201-92-00-100-52250	Professional Services	1,400.00	1,400.00	0.00	289.73	1,110.27	79.31 %
201-92-00-100-52300	Repair & Maintenance Supplies	73,200.00	73,200.00	9,289.66	45,754.77	27,445.23	37.49 %
201-92-00-100-52301	Fuel	15,000.00	15,000.00	1,474.99	9,176.17	5,823.83	38.83 %

Budget Report

For Fiscal: 2022-2023 Period Ending: 10/31/2023

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>201-91-00-100-53181</u>	Postage	500.00	500.00	0.00	244.17	255.83 51.17 %
<u>201-91-00-100-53141</u>	Printing & Promotions	1,500.00	1,500.00	0.00	58.50	1,441.50 96.10 %
<u>201-91-00-100-53101</u>	Dues & Memberships	2,900.00	2,900.00	0.00	846.10	2,053.90 70.82 %
<u>201-92-00-100-53401</u>	Electricity	38,000.00	38,000.00	3,022.76	32,000.18	5,999.82 15.79 %
<u>201-92-00-100-53411</u>	Gas	3,300.00	3,300.00	161.43	4,012.73	-712.73 -21.60 %
<u>201-92-00-100-53421</u>	Water	7,700.00	7,700.00	720.70	6,914.03	785.97 10.21 %
<u>201-92-00-100-53431</u>	Telephone	7,200.00	7,200.00	310.93	5,170.44	2,029.56 28.19 %
<u>201-92-00-100-53500</u>	Equipment Expense	1,700.00	1,700.00	10.66	124.32	1,575.68 92.69 %
<u>201-92-00-100-53600</u>	Repair & Maintenance Services	1,500.00	1,500.00	150.00	900.00	600.00 40.00 %
<u>201-92-00-100-53644</u>	Computer Services	7,500.00	7,500.00	416.20	4,538.60	2,961.40 39.49 %
<u>201-92-00-100-53701</u>	Education and Training	3,400.00	3,400.00	0.00	1,669.19	1,730.81 50.91 %
<u>201-92-00-100-53711</u>	Meals & Travel	1,350.00	1,350.00	0.00	242.79	1,107.21 82.02 %
<u>201-92-00-100-53913</u>	General Liability Insurance	43,765.00	43,765.00	3,934.39	45,244.76	-1,479.76 -3.38 %
<u>201-92-00-100-53961</u>	Bank Charges	4,300.00	4,300.00	262.24	4,088.39	211.61 4.92 %
<u>201-92-00-100-53999</u>	Miscellaneous Contractual	132,300.00	112,300.00	10,563.08	82,947.17	29,352.83 26.14 %
<u>201-92-00-100-54500</u>	Recreational Programming	51,800.00	51,800.00	496.86	24,766.46	27,033.54 52.19 %
<u>201-92-00-100-55000</u>	Vehicle Expense	9,800.00	9,800.00	232.52	4,638.19	5,161.81 52.67 %
<u>201-92-00-100-57000</u>	Capital Expenditures	677,000.00	27,000.00	0.00	21,248.65	5,751.35 21.30 %
<u>201-92-00-753-57000</u>	Capital Expenditures - LWCF	0.00	650,000.00	0.00	2,035.00	647,965.00 99.69 %
<u>201-92-00-754-57000</u>	Capital Expenditures - Omnibus (Su	0.00	43,753.00	0.00	0.00	43,753.00 100.00 %
<u>201-92-00-755-57000</u>	Capital Expenditures - Omnibus (Ke	0.00	51,114.00	21,690.51	21,690.51	29,423.49 57.56 %
	Expense Total:	1,840,863.35	1,915,730.35	120,744.29	1,099,713.61	816,016.74 42.60%
	Fund: 201 - PARKS & RECREATION Surplus (Deficit):	-480,563.35	-555,430.35	-45,680.48	114,346.28	669,776.63 120.59%
	Report Surplus (Deficit):	-480,563.35	-555,430.35	-45,680.48	114,346.28	669,776.63 120.59%

Budget Report

For Fiscal: 2022-2023 Period Ending: 10/31/2023

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 201 - PARKS & RECREATION						
Revenue	1,360,300.00	1,360,300.00	75,063.81	1,214,059.89	-146,240.11	10.75%
Expense	1,840,863.35	1,915,730.35	120,744.29	1,099,713.61	816,016.74	42.60%
Fund: 201 - PARKS & RECREATION Surplus (Deficit):	-480,563.35	-555,430.35	-45,680.48	114,346.28	669,776.63	120.59%
Report Surplus (Deficit):	-480,563.35	-555,430.35	-45,680.48	114,346.28	669,776.63	120.59%

Budget Report

For Fiscal: 2022-2023 Period Ending: 10/31/2023

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
201 - PARKS & RECREATION	-480,563.35	-555,430.35	-45,680.48	114,346.28	669,776.63
Report Surplus (Deficit):	-480,563.35	-555,430.35	-45,680.48	114,346.28	669,776.63



Budget Report Account Summary

For Fiscal: 2023-2024 Period Ending: 11/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 201 - PARKS & RECREATION							
Revenue							
201-00-00-100-41205	Parks/Storm Water Capital Sales Ta	370,000.00	370,000.00	30,252.54	30,252.54	-339,747.46	91.82 %
201-00-00-100-46102	Investment Income	17,000.00	17,000.00	0.00	0.00	-17,000.00	100.00 %
201-92-00-000-42122	Credit Card Processing Fee	968.00	968.00	0.00	0.00	-968.00	100.00 %
201-92-00-100-41101	Real Estate Tax	559,998.00	559,998.00	0.00	0.00	-559,998.00	100.00 %
201-92-00-100-41102	Personal Property Tax	107,184.00	107,184.00	0.00	0.00	-107,184.00	100.00 %
201-92-00-100-41104	Delinquent Real Estate Taxes	12,000.00	12,000.00	0.00	0.00	-12,000.00	100.00 %
201-92-00-100-41105	Penalties	9,900.00	9,900.00	0.00	0.00	-9,900.00	100.00 %
201-92-00-100-41107	Railroad & Utilities Tax	19,700.00	19,700.00	0.00	0.00	-19,700.00	100.00 %
201-92-00-100-41108	Replacement Tax	28,500.00	28,500.00	0.00	0.00	-28,500.00	100.00 %
201-92-00-100-41110	Circuit Breaker Refund	-680.00	-680.00	0.00	0.00	680.00	0.00 %
201-92-00-100-41111	Delinquent Property Tax Revenue	9,700.00	9,700.00	0.00	0.00	-9,700.00	100.00 %
201-92-00-100-43101	SuperSplash Grant	31,500.00	31,500.00	0.00	0.00	-31,500.00	100.00 %
201-92-00-100-46101	Interest Earnings	30,000.00	30,000.00	2,002.89	2,002.89	-27,997.11	93.32 %
201-92-00-100-46303	Gain on sale of Fixed Asset	15,000.00	15,000.00	3,775.00	3,775.00	-11,225.00	74.83 %
201-92-00-100-47101	Ballfield Lights Fees	1,500.00	1,500.00	0.00	0.00	-1,500.00	100.00 %
201-92-00-100-47105	Shelter House Rental Fees	25,000.00	25,000.00	0.00	0.00	-25,000.00	100.00 %
201-92-00-100-47110	Sports Field Rental Fees	1,500.00	1,500.00	0.00	0.00	-1,500.00	100.00 %
201-92-00-100-47116	Vending Machine-Kenagy	1,200.00	1,200.00	149.90	149.90	-1,050.10	87.51 %
201-92-00-100-47204	Team Sports League	24,000.00	24,000.00	0.00	0.00	-24,000.00	100.00 %
201-92-00-100-47220	Donations	11,000.00	11,000.00	0.00	0.00	-11,000.00	100.00 %
201-92-00-100-47425	Other Income	0.00	0.00	2,500.00	2,500.00	2,500.00	0.00 %
201-92-00-753-43000	State Grant - LWCF	456,000.00	456,000.00	0.00	0.00	-456,000.00	100.00 %
201-92-00-754-43101	Federal Grant - Omnibus (SuperSpl	100,000.00	100,000.00	0.00	0.00	-100,000.00	100.00 %
201-92-00-755-43101	Federal Grant - Omnibus (Kenagy)	1,000,000.00	1,000,000.00	0.00	0.00	-1,000,000.00	100.00 %
	Revenue Total:	2,830,970.00	2,830,970.00	38,680.33	38,680.33	-2,792,289.67	98.63%
Expense							
201-00-00-100-58000	BMX Appropriation	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %
201-00-00-100-59950	Operating Transfer - TIF EAT's	33,600.00	33,600.00	2,657.74	2,657.74	30,942.26	92.09 %
201-92-00-100-51102	Civilian Employees	489,668.00	489,668.00	18,560.00	18,560.00	471,108.00	96.21 %
201-92-00-100-51106	Part Time Employees	26,250.00	26,250.00	985.05	985.05	25,264.95	96.25 %
201-92-00-100-51111	Civilian Employees Overtime	7,075.00	7,075.00	85.41	85.41	6,989.59	98.79 %
201-92-00-100-51206	Life Ins	1,086.00	1,086.00	0.00	0.00	1,086.00	100.00 %
201-92-00-100-51212	Deferred Compensation - 401 A	2,963.00	2,963.00	152.45	152.45	2,810.55	94.85 %
201-92-00-100-51214	Civilian Pension - LAGERS	69,533.00	69,533.00	2,446.73	2,446.73	67,086.27	96.48 %
201-92-00-100-51215	Health Insurance	76,849.00	76,849.00	2,813.16	2,813.16	74,035.84	96.34 %
201-92-00-100-51218	Med Exp - HSA contribution	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00 %
201-92-00-100-51220	Dental	5,271.00	5,271.00	185.64	185.64	5,085.36	96.48 %
201-92-00-100-51221	Vision	996.00	996.00	40.52	40.52	955.48	95.93 %
201-92-00-100-51225	FICA	40,390.00	40,390.00	1,418.74	1,418.74	38,971.26	96.49 %
201-92-00-100-51231	Auto Allowance	4,980.00	4,980.00	0.00	0.00	4,980.00	100.00 %
201-92-00-100-51238	Phone Allowance	3,360.00	3,360.00	0.00	0.00	3,360.00	100.00 %
201-92-00-100-51240	Workers Compensation Insurance	18,583.00	18,583.00	1,902.05	1,902.05	16,680.95	89.76 %
201-92-00-100-52101	Office Supplies	600.00	600.00	0.00	0.00	600.00	100.00 %
201-92-00-100-52122	Credit Card Processing Charge	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
201-92-00-100-52200	Operating Supplies	3,450.00	3,450.00	0.00	0.00	3,450.00	100.00 %
201-92-00-100-52233	Uniforms	3,300.00	3,300.00	0.00	0.00	3,300.00	100.00 %
201-92-00-100-52250	Professional Services	1,100.00	1,100.00	0.00	0.00	1,100.00	100.00 %
201-92-00-100-52300	Repair & Maintenance Supplies	94,700.00	94,700.00	0.00	0.00	94,700.00	100.00 %
201-92-00-100-52301	Fuel	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
201-92-00-100-53101	Postage	500.00	500.00	0.00	0.00	500.00	100.00 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 11/30/2023

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
201-92-00-100-5324 Printing & Promotions	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
201-92-00-100-5330 Dues & Memberships	2,900.00	2,900.00	0.00	0.00	2,900.00	100.00 %
201-92-00-100-5340 Electricity	38,000.00	38,000.00	0.00	0.00	38,000.00	100.00 %
201-92-00-100-5341 Gas	3,300.00	3,300.00	0.00	0.00	3,300.00	100.00 %
201-92-00-100-5342 Water	7,700.00	7,700.00	0.00	0.00	7,700.00	100.00 %
201-92-00-100-5343 Telephone	7,200.00	7,200.00	0.00	0.00	7,200.00	100.00 %
201-92-00-100-5350 Equipment Expense	1,700.00	1,700.00	0.00	0.00	1,700.00	100.00 %
201-92-00-100-5360 Repair & Maintenance Services	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
201-92-00-100-5364 Computer Services	9,000.00	9,000.00	0.00	0.00	9,000.00	100.00 %
201-92-00-100-5370 Education and Training	3,400.00	3,400.00	0.00	0.00	3,400.00	100.00 %
201-92-00-100-5371 Meals & Travel	1,350.00	1,350.00	0.00	0.00	1,350.00	100.00 %
201-92-00-100-5391 General Liability Insurance	44,000.00	44,000.00	3,934.39	3,934.39	40,065.61	91.06 %
201-92-00-100-5396 Bank Charges	4,300.00	4,300.00	123.29	123.29	4,176.71	97.13 %
201-91-00-100-5399 Miscellaneous Contractual	136,800.00	136,800.00	0.00	0.00	136,800.00	100.00 %
201-92-00-100-5450 Recreational Programming	51,800.00	51,800.00	0.00	0.00	51,800.00	100.00 %
201-92-00-100-5500 Vehicle Expense	9,800.00	9,800.00	0.00	0.00	9,800.00	100.00 %
201-92-00-100-5700 Capital Expenditures	29,000.00	29,000.00	0.00	0.00	29,000.00	100.00 %
201-92-00-753-5700 Capital Expenditures - LWCF	912,000.00	912,000.00	0.00	0.00	912,000.00	100.00 %
201-92-00-754-5700 Capital Expenditures - Omnibus (Su	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00 %
201-92-00-755-5700 Capital Expenditures - Omnibus (Ke	1,000,000.00	1,000,000.00	0.00	0.00	1,000,000.00	100.00 %
Expense Total:	3,299,004.00	3,299,004.00	35,305.17	35,305.17	3,263,698.83	98.93%
Fund: 201 - PARKS & RECREATION Surplus (Deficit):	-468,034.00	-468,034.00	3,375.16	3,375.16	471,409.16	100.72%
Report Surplus (Deficit):	-468,034.00	-468,034.00	3,375.16	3,375.16	471,409.16	100.72%

Budget Report

For Fiscal: 2023-2024 Period Ending: 11/30/2023

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 201 - PARKS & RECREATION						
Revenue	2,830,970.00	2,830,970.00	38,680.33	38,680.33	-2,792,289.67	98.63%
Expense	3,299,004.00	3,299,004.00	35,305.17	35,305.17	3,263,698.83	98.93%
Fund: 201 - PARKS & RECREATION Surplus (Deficit):	-468,034.00	-468,034.00	3,375.16	3,375.16	471,409.16	100.72%
Report Surplus (Deficit):	-468,034.00	-468,034.00	3,375.16	3,375.16	471,409.16	100.72%

Budget Report

For Fiscal: 2023-2024 Period Ending: 11/30/2023

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
201 - PARKS & RECREATION	-468,034.00	-468,034.00	3,375.16	3,375.16	471,409.16
Report Surplus (Deficit):	-468,034.00	-468,034.00	3,375.16	3,375.16	471,409.16

Raytown Parks & Recreation Department
Director's Report
November 20, 2023

BOA- We have the rental agreement for the Rice-Tremonti rental house on the agenda for the December 5th BOA meeting. We will also need to get our mowing bids and contract approved and put on an upcoming agenda.

53rd ST property LWCF- We have received the \$34,325.71 for our first reimbursement payment. We have sent our bidding documents for review to MODNR after a second review, and their suggested changes are being worked on by the GBA engineers. Public Works will schedule an update to some sewer lines that run across the existing parking lot while we are in the demolition phase of the project.

OMNIBUS- The last training session scheduled for September 27th was cancelled and I have not heard from HUD on when it is to be rescheduled. I have submitted our Project Narrative and project budget documents and have received part of our environmental documents from GBA. I am waiting on the SHPO review of the environmental study for the Kenagy property so that I can submit them for a 30-day HUD Environmental Review. Once that review has been accepted, we should be cleared for starting the bidding for the demo work. HUD grant personnel have been easier to contact and get replies from in the last month.

Mowing bid 2024- The Raytown Parks mowing bid was posted Thursday November 2nd on Drexel Technology. The due date for the bid is Wednesday November 29th at the City Clerks office. The bid opening will take place at 2:00 PM.

Tree City/TRIM- The amount of the grant request went up to \$32,000 after we took a few quotes on tree work, and we have updated the budget. The bids are in and contracts for this 90% reimbursable grant are in the Administration office to be signed. Once the contractor documents are signed, we can start our work. Thank you, Tony, for your work on submitting this grant.

63rd ST Decorations- Parks staff have spent a lot of time and effort to decorate the street scape and Pocket Park area of 63rd ST. This seems to take more time each year as the trees grow, and the Mayors Christmas Tree lighting event expands. The last four trees on 63rd ST took around 3.5 hours to complete and four staff members with the Public Works boom truck. There will also be a new tree this year that will take time and expense to create an underground concrete base for. We don't have the final specs on the tree mounting as of the time of this report.

MPRA trainings- I attended an MPRA Administrative Leadership training hosted at Liberty on October 25th & 26th. Our Maintenance II position attended a Playground Safety Inspectors training course on November 7th – 9th. We are considering sending Maintenance III back to renew his Playground Safety course in the early spring as well.

KCMPRDA- I attended a meeting on Friday, November 3rd with the other metro area Park Directors in Lee's Summit. The discussion was about the trail projects that Jackson County has completed, what projects are still coming, and how to connect local trails to regional trails.

Closing 22/23 fiscal year- Thanks to Mary Ann for her attention in closing out all accounts for the 22/23 fiscal year. We still have one GBA invoice to process in that account.

Sales Tax Revenue- November Sales Tax for the Parks Dept. was \$30,252.54.

Raytown BMX Association Meeting
Crane Brewing
7PM October 25, 2022

Attendance:

- Board of Directors: Nathan Jonjevic, Hector Loredo, Ryan Tyler
- Volunteer Committee: Jordan Hale, Carrie Feist, Mathdaniel Johnson, Sarah Tyler, Austin McKan, Sarah States

Nathan Jonjevic discussed Harley Kennedy and Ashle Holler's resignations from the Board and described how he wanted the group to move forward. The remaining three board members will manage the organization and will consider adding a fourth member in time. He said that Bank Midwest needed formal letters of resignation to remove Harley and Ashle from the bank account.

Members of the Board of Directors and the Volunteer Committee were each prompted to discuss what work they would like to do in the coming year, taking into consideration that the track will host the Mid America Nationals in mid-July.

Hector Loredo indicated that he was interested in continuing to announce on race nights and that he would be responsible for handling track surface maintenance and for opening and preparing the track for both practices and races. He continued that he and his partner Brandy White would take responsibility for managing the concessions stand.

Ryan Tyler said that he would be responsible for track and facilities upkeep and would focus on equipment maintenance.

Sarah Tyler stated that she would be able to assist with practice and race registration and volunteer in staging or scoring as available.

Mathdaniel Johnson said he would facilitate the loaner bike program. He is also interested in being involved with track maintenance and beautification projects.

Austin McKan said that he would like to work as the track coach and would conduct clinics.

Carrie Feist said that she would be available to do registrations and volunteer in staging on race nights. Her husband, Jerum Feist, is willing to assist with track projects as available.

Jordan Hale noted that she would like to be responsible for social media and communications.

Sarah States indicated that she was interested in working in concessions and/or scoring as she's able.

Nathan updated the group on the status of the track's 501(c)3 application. All paperwork was submitted by Ruth Lehr and now we're waiting for a response. It could arrive any day.

Nathan talked about minor things to be addressed in the running of races through the end of the year. He asked that a head scorer be identified and that he/she mark his/her scoring sheets, so that he/she could be contacted should any scores be unclear when being input into Race Manager. He requested that all scorers be certain to note the round, location, and details of falls injuries so that they can be properly documented when TORFs are submitted.

Nathan reminded everyone that Thursday November 17 will be the track's last scheduled race for the 2022 season. Hector Loredo added that he and Nathan were open to consider racing if we got decent weather after Grands.

Raytown BMX Association Meeting
Summitt Pizza, Lee's Summit Location
7PM December 29, 2022

Attendance:

- Board of Directors: Nathan Jonjevic, Hector Loredo, Ryan Tyler
- Volunteer Committee: Jordan Hale, Carrie Feist, Jerum Feist, Mathdaniel Johnson, Austin Mckan

Nathan Jonjevic opened the meeting. He spoke about the organization's management transition and explained that Harley Kennedy and Ashle Holler were removed from the track's bank accounts and that Ryan Tyler and Hector Loredo would be added. Nathan detailed the tracks financial situation. He explained that he was in the process of identifying an accountant to file the organizations 2022 tax return and to prepare financial statements needed by the Raytown Parks and Recreation Board to consider grant funding for the 2023 season.

Mid-America Nationals preparation. Nathan asked the volunteers to begin assuming responsibilities in preparation for the 2023 Mid-America National. Jordan Hale had already begun contacting food trucks. The group agreed that approximately 5 trucks would be ideal and that there should be a mix of vendors serving breakfast, lunch, desert, and refreshments.

Concessions. Brandy White was asked to make a limited menu in the concession stand, one that wouldn't be overly complicated with profitability in mind. She agreed and said that she would break down each item to the cost per unit. Brandy and Hector said that they would draft a menu with pricing for the group to approve.

Track materials. The group discussed other tasks that needed to be accomplished to hold the National. Nathan said that he would arrange for dumpsters and outdoor restrooms. Nathan said that he would order glue. Hector and Ryan assumed responsibility for obtaining limestone dust. Nathan said he would begin collecting the materials needed to perform asphalt repairs.

Parking. The group discussed the need for reliable parking volunteers given the amount of cash to which they would have access. Mathdaniel recommended that we work with the Civil Air Patrol, a group that his son Elias belongs to. The group agreed that that would be a good place to start. Mathdaniel said that he would arrange for Nathan and Hector to visit to discuss marshalling with the group lead.

End of season banquet. Nathan asked the group if two people would volunteer to work with Alicia Witt and Samantha VanFleet at Blue Springs BMX to organize the end of season banquet. Hector Loredo and Jordan Hale agreed to be responsible for this task.

Sponsorships. Nathan and Jordan accepted responsibility of putting together a sponsorship program that could be implemented quickly. Jordan said that she would design a graphic that nicely communicates the sponsorship levels and the rewards for each.

Race scheduling. Nathan asked the group to consider when the State Qualifier should be held. All agreed that it should be scheduled after the National. Carrie recommended that we do it as late as possible in August so that volunteers could be given a break. The last date the sanction would allow is Saturday August 19th. All agreed to hold the race that weekend in combination with our Bob Warnicke Scholarship Race.

Raytown BMX Association Meeting
Summitt Pizza, Lee's Summit Location
7PM March 29, 2023

Attendance:

- Board of Directors: Nathan Jonjevic, Hector Loreda, Ryan Tyler
- Volunteer Committee: Jordan Hale, Carrie Feist, Mathdaniel Johnson

The group discussed what was needed to start the season. All agreed that the first two scheduled events would be practices, April 10th and April 14th, to act as a sort of soft opening, so that the group could work out any issues before hosting a race.

Concessions. Brandy White reviewed what was happening with the concessions program. She described how she and Hector put together pricing in such a way that each menu item insured reasonable profit. The menu was reduced in size to make shopping and inventory easier. She recommended implementing a "last call" to minimize waste and to allow parent volunteers to watch the main event. Brandy and Carrie Feist noted that it would be helpful to have new card terminals. All agreed that new Square terminals should be purchased.

Equipment maintenance. Ryan ran through a list of items that require attention. The standing lawn mower needed new, appropriately sized tires and to have two frayed, leaky hydraulic lines repaired. The throttle on the four-wheeler is sticky and requires repair. The roller needs a new ignition switch, which is on order. Jerum Feist and Hector Loreda will install once it is received.

Announcing. Hector said that Xander Hopkins expressed an interest in announcing races on nights that he's available.

Discussion transitioned from season start-up to July's Mid-America National.

Food trucks. Jordan updated the group on which food trucks had committed and which still hadn't returned contracts. She is still trying to pin down a taco option.

Medics. Nathan is looking for medics. Chuck Williams provided first responder contacts, including the KC Fire Department. Damien Hobbs, a KC fireman and former Raytown rider, expressed an interest in providing medic services for bigger races. Nathan will handle the details.

Parking. Mathdaniel contacted the Civil Air Patrol lead. Nathan and Hector visited. The Civil Air Patrol will provide cadet volunteers. The group discussed parking and RV fees and agreed upon costs. Folks bringing RVs can pre-sign with Nathan. Payments can be accepted via Square. Five to seven spaces near the fence will be reserved for older guests.

Pump track. The group will get volunteers to manage the pump track during the National. Riders will be charged to access the pump track - \$10.00 per day or \$25.00 per weekend. This is a way to make money and decrease traffic on the pump track during the race.

Tent spaces. Jordan will measure and map tent spaces to be sold inside of the fence. She will sell each space and then will mark each space with a sign indicating to whom it belongs.

Garbage. Nathan will purchase a large quantity of garbage bags and same size boxes. The boxes will be located throughout the facility. Bags will be handed out to tents and RV campers so that they can be filled and disposed of periodically. Mathdaniel and Ryan will move garbage to dumpsters during event.

Raytown BMX Association Meeting
Summitt Pizza, Lee's Summit Location
7PM March 29, 2023

The group discussed items needed for the National. The list includes radios, handicap parking signs, parking passes, a trash pump to move glue, Tyvek bracelets for National practice, 50/50 tickets, white paint to line the track, garbage bags/boxes, asphalt repair videos. Nathan, Jordan, and Ryan will purchase needed items.

Track and facilities. Ryan, Hector, and Nathan discussed the progress being made on track surface and turns. Large cracks will be filled with backer rod and cold pack, or asphalt caulk as needed, prior to sealing. The surface will continue to be groomed and will be glued a few weeks prior to the National.



November 2023
PARK MAINTENANCE REPORT



Horticulture / Right of Way

Fall tulip planting and soil amendments are 98% complete. Fall fertilizer treatments should be complete by the time of this meeting. Spring plug order has been placed and greenhouse prep has begun. We will be working on the TRIM Grant tree work over the next few weeks.

Park Maintenance

The metal roof for the shelter house at Southwood Park has been started and may be completed before Thanksgiving.

All restrooms and water sources have been winterized, including BMX and the irrigation systems.

Chase attended the Certified Playground Safety Inspectors' course and has completed the testing; we are awaiting results.

We have completed the annual Christmas light installation along 63rd street and in the Pocket Park.



Park Board Report

Gage Colton

November 2023



50+ Softball League

The 50+ Softball League finished up their season on November 8th. The winning teams received their 1st and 2nd place trophies. The season ran a little longer than usual due to poor weather and field conditions, but the weather finally held up to allow them to have their championship game.

Youth Basketball League

The Tee-shirts for Youth Basketball have been ordered and have been picked up on November 16. The game schedule has been made and has been set to start on December 2. The game officials have been hired and ready to go. Dave and I are trying to schedule a time with Blue Ridge so we can bring in the items needed for the games (scoreboards, first aid kit, game balls, etc.)

Shelter House Reservation Report

Fees	2012		2013		2014		2015		2016		2017		2018	
	Reserv.	Revenue	Reserv.	Revenue	Reserv.	Revenue	Reserv.	Revenue	Reserv.	Revenue	Reserv.	Revenue	Reserv.	Revenue
1 Period														
All day														
		\$60		\$60		\$60		\$60		\$80		\$80		\$100
		\$90		\$90		\$90		\$90		\$120		\$120		\$140
Colman #1	77	\$5,880	75	\$5,340	69	\$5,370	72	\$5,580	68	\$6,680	62	\$6,300	59	\$7,320
Colman #2	57	\$4,060	54	\$3,930	53	\$3,900	53	\$3,900	51	\$4,920	46	\$4,690	45	\$5,450
Sub Total	134	9940	129	\$9,270	122	\$9,270	125	\$9,480	119	\$11,600	108	\$10,990	104	\$12,770
Kenagy #1	70	\$5,160	62	\$4,680	62	\$4,530	69	\$5,130	74	\$7,160	59	\$6,010	55	\$6,750
Kenagy #5	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	13	\$710
Sub Total	70	\$5,160	62	\$13,950	62	\$4,530	69	\$5,130	74	\$7,160	59	\$6,010	68	\$7,460
Kritser #1														
Refunds		\$75		\$60		\$60		\$65		\$90		\$30		\$60
Totals	204	\$15,175	191	\$14,010	184	\$13,860	194	\$14,675	193	\$18,850	195	\$18,410	195	\$21,520

2017- Holiday weekends(Memorial, July 4th & Labor Day) at Colman & Kenagy big Shelters were \$100/\$150 for all day Krt.#1 & Ken #5 \$40/\$60
 2018-Kenagy #5 & Kritser #1 - \$50/\$70, Holidays (same as above) big shelters \$120/\$170

Fees	2019		2020		2021		2022		2023		2024		2025	
	Reserv.	Revenue	Reserv.	Revenue	Reserv.	Revenue	Reserv.	Revenue	Reserv.	Revenue	Reserv.	Revenue	Reserv.	Revenue
1 Period														
All day														
Colman #1	65	\$8,325	36	\$4,795	71	\$9,270	61	\$8,085	58	\$8,970				
Colman #2	38	\$5,335	31	\$3,880	38	\$5,100	43	\$5,730	40	\$5,455				
Sub Total	103	\$13,660	67	\$8,675	109	\$14,370	104	\$ 13,815	98	\$14,425				
Kenagy #1	70	\$9,305	44	\$5,410	77	\$9,730	56	\$7,715	70	\$10,060				
Kenagy #5	18	\$1,092	17	\$1,032	30	\$1,888	4	\$215	12	\$820				
Sub Total	88	\$10,397	61	\$6,442	107	\$11,618	60	\$ 7,930	82	\$10,880				
Kritser #1	20	\$1,238	18	\$1,087	30	\$1,912	24	\$1,461	28	\$1,860				
Refunds		\$160		\$348		\$238		\$270		\$114				
Totals	211	\$25,455	146	\$16,552	246	\$28,138	188	\$23,476	208	\$27,279				

2019 - added Resident & Non-Resident Fees

2020 - Covid 19 Pandemic - City was shut down until May 30, 2020. All reservations thru that date were refunded in full. Starting June 1, 2020 refunds were given if cancelled 7 days in advance less the \$5.

Shelter House Reservations
April 1, 2023 - October 31, 2023

Park			# Reservations	Amount	Total
Colman #1	1/2 day	Resident	11	\$110	\$1,210.00
	7 am - 11 pm	Resident	18	\$155	\$2,790.00
	1/2 day	Non-Resident	12	\$135	\$1,620.00
	7 am - 11 pm	Non-Resident	14	\$190	\$2,660.00
	Holiday 1/2 day	Resident	0	\$135	\$0.00
	Holiday 7am - 11 pm	Resident	0	\$190	\$0.00
	Holiday 1/2 day	Non-Resident	0	\$165	\$0.00
	Holiday 7am - 11 pm	Non-Resident	3	\$230	\$690.00
				58	
Colman #2	1/2 day	Resident	15	\$110	\$1,650.00
	7 am - 11 pm	Resident	9	\$155	\$1,395.00
	1/2 day	Non-Resident	11	\$135	\$1,485.00
	7 am - 11 pm	Non-Resident	4	\$190	\$760.00
	Holiday 1/2 day	Resident	0	\$135	\$0.00
	Holiday 7am - 11 pm	Resident	0	\$190	\$0.00
	Holiday 1/2 day	Non-Resident	1	\$165	\$165.00
	Holiday 7am - 11 pm	Non-Resident	0	\$230	\$0.00
			40		\$5,455.00
Kenagy #1	1/2 day	Resident	24	\$110	\$2,640.00
	7 am - 11 pm	Resident	24	\$155	\$3,720.00
	1/2 day	Non-Resident	9	\$135	\$1,215.00
	7 am - 11 pm	Non-Resident	11	\$190	\$2,090.00
	Holiday 1/2 day	Resident	0	\$135	\$0.00
	Holiday 7am - 11 pm	Resident	0	\$190	\$0.00
	Holiday 1/2 day	Non-Resident	1	\$165	\$165.00
	Holiday 7am - 11 pm	Non-Resident	1	\$230	\$230.00
				70	
Kenagy #5	1/2 day	Resident	7	\$55	\$385.00
	7 am - 11 pm	Resident	2	\$75	\$150.00
	1/2 day	Non-Resident	0	\$70	\$0.00
	7 am - 11 pm	Non-Resident	3	\$95	\$285.00
			12		\$820.00
Kritser #1	1/2 day	Resident	15	\$55	\$825.00
	7 am - 11 pm	Resident	5	\$75	\$375.00
	1/2 day	Non-Resident	4	\$70	\$280.00
	7 am - 11 pm	Non-Resident	4	\$95	\$380.00
			28		\$1,860.00
Total			208		\$27,165.00
Refunds: 20 cancellations @ \$5.00					\$ 100.00
Partial Payments & corrections					\$ 13.82
			Total Reservation Fees		\$27,278.82

	# Reservations	Percent
1 time period	110 rentals	53%
All day	98 rentals	47%

Times	# Reservations	Percent
7 am - 3 pm	33	16%
3 pm - 11 pm	77	37%
7 am - 11 pm	98	47%

Residents	130
Non-Residents	78