

AGENDA
RAYTOWN PARKS & RECREATION BOARD
Monday, June 19, 2023 7:00 PM

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

I. Call to Order

II. Public Participation

Approval of Minutes –May 15, 2023

III. Reports of Officers

President – George Mitchell

Vice President – Dave Thurman

IV. Reports of Standing & Special Committees

Personnel –

Finance – Michael Anderson

Program – Robbie Tubbs

Buildings & Grounds – Dave Thurman

BMX- George Mitchell

Rice-Tremonti – Brian Morris

V. Staff Reports

Director – Dave Turner

Superintendent of Parks – Tony Mesa

Recreation- Gage Colton

VI. New Business

1. Finance Committee recommendation for FY23/24 budget
2. C-2 contract for BMX
3. Friends of Raytown Parks entity update
4. Election of officers

VII. Other Business

VIII. Announcements

IX. Adjourn

- Next Meeting: Monday, July 17, 2022, 7 PM at Raytown Parks office

**Raytown Park Board
Minutes
May 15, 2023**

Attendance:

Park Board: Robbie Tubbs, Dave Thurman, Evan Gorrell, Michael Anderson, Jenny Perkins, Brian Morris and George Mitchell.

Staff: Dave Turner, Tony Mesa, Gage Colton, and Mary Ann McCormick

Guests: Alderman Loretha Hayden and Leigh Elmore (Rice-Tremonti)

A quorum was declared present and the meeting was called to order at 7:00 pm. The meeting was held at the Rice Tremonti Home. Robbie Tubbs made a motion to approve the April 17, 2023 minutes. Brian Morris seconded and the motion passed.

Reports of Officers:

President – emailed Mayor waiting to set up meeting regarding sales tax.

Vice President – attended Raytown Live approx. 250 people attended event

Reports of Standing & Special Committees:

Personnel – no report

Finance – they will be meeting in June.

Program – no report

Buildings & Grounds – no report

BMX – no report

Rice Tremonti – Leigh Elmore stated they are having steel girders installed in basement due to floor sloping.

Staff Reports:

Director – a written report was distributed.

Superintendent of Parks - a written report was distributed.

Recreation - a written report was distributed.

New Business:

1. Kritser Park – 11611 E. 75th - Offer was made to property owner for \$5000 and no fence and they want \$9000 plus a fence. At this time, we are not interested in counter offering.
2. Brian Morris made a motion to approve the LWCF Grant for \$1,000,000.00. Robbie Tubbs seconded and the motion passed.
3. Michael Anderson made a motion to approve the OMNIBUS Grant for \$3,000,000.00. Brian Morris seconded and the motion passed.
4. Park Naming – Brian Morris will submit a new application for park renaming and then Buildings & Grounds committee will meet before the June meeting.
5. Sales Tax – Park Board discussed timing of the election for a Sales Tax increase. It was determined that the board and staff should start working on their contacts for an election support group to be on the ballot for 2024.
6. Dave Thurman made a motion to adjourn. Robbie Tubbs seconded and the motion passed at 8:17 pm.



Budget Report

Account Summary

For Fiscal: 2022-2023 Period Ending: 06/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 201 - PARKS & RECREATION							
Revenue							
<u>201-00-00-100-41205</u>	Parks/Storm Water Capital Sales Ta	327,000.00	327,000.00	0.00	205,717.48	-121,282.52	37.09 %
<u>201-00-00-100-46102</u>	Investment Income	400.00	400.00	0.00	7,804.15	7,404.15	1,951.04 %
<u>201-00-00-100-46401</u>	Miscellaneous Revenue	300.00	300.00	0.00	0.00	-300.00	100.00 %
<u>201-92-00-000-42122</u>	Credit Card Processing Fee	0.00	0.00	1.79	434.07	434.07	0.00 %
<u>201-92-00-100-41101</u>	Real Estate Tax	455,000.00	455,000.00	0.00	458,764.41	3,764.41	100.83 %
<u>201-92-00-100-41102</u>	Personal Property Tax	90,000.00	90,000.00	0.00	110,299.37	20,299.37	122.55 %
<u>201-92-00-100-41104</u>	Delinquent Real Estate Taxes	13,000.00	13,000.00	0.00	8,608.33	-4,391.67	33.78 %
<u>201-92-00-100-41105</u>	Penalties	10,000.00	10,000.00	0.00	5,762.61	-4,237.39	42.37 %
<u>201-92-00-100-41107</u>	Railroad & Utilities Tax	19,000.00	19,000.00	0.00	20,639.59	1,639.59	108.63 %
<u>201-92-00-100-41108</u>	Replacement Tax	28,000.00	28,000.00	0.00	29,382.59	1,382.59	104.94 %
<u>201-92-00-100-41110</u>	Circuit Breaker Refund	-1,000.00	-1,000.00	0.00	-592.86	407.14	59.29 %
<u>201-92-00-100-41111</u>	Delinquent Property Tax Revenue	8,000.00	8,000.00	0.00	6,796.90	-1,203.10	15.04 %
<u>201-92-00-100-43101</u>	SuperSplash Grant	335,000.00	335,000.00	0.00	0.00	-335,000.00	100.00 %
<u>201-92-00-100-46101</u>	Interest Earnings	2,000.00	2,000.00	0.00	25,439.69	23,439.69	1,271.98 %
<u>201-92-00-100-46303</u>	Gain on sale of Fixed Asset	4,500.00	4,500.00	0.00	9,390.00	4,890.00	208.67 %
<u>201-92-00-100-47101</u>	Ballfield Lights Fees	3,000.00	3,000.00	0.00	805.00	-2,195.00	73.17 %
<u>201-92-00-100-47105</u>	Shelter House Rental Fees	22,000.00	22,000.00	55.00	18,658.68	-3,341.32	15.19 %
<u>201-92-00-100-47110</u>	Sports Field Rental Fees	12,000.00	12,000.00	0.00	1,325.00	-10,675.00	88.96 %
<u>201-92-00-100-47116</u>	Vending Machine-Kenagy	1,100.00	1,100.00	0.00	444.00	-656.00	59.64 %
<u>201-92-00-100-47204</u>	Team Sports League	18,000.00	18,000.00	100.00	4,439.57	-13,560.43	75.34 %
<u>201-92-00-100-47220</u>	Donations	12,000.00	12,000.00	0.00	12,055.00	55.00	100.46 %
<u>201-92-00-100-47425</u>	Other Income	1,000.00	1,000.00	0.00	10,784.98	9,784.98	1,078.50 %
	Revenue Total:	1,360,300.00	1,360,300.00	156.79	936,958.56	-423,341.44	31.12%
Expense							
<u>201-00-00-000-59941</u>	CASH LONG & SHORT	0.00	0.00	0.00	1.00	-1.00	0.00 %
<u>201-00-00-100-58000</u>	BMX Appropriation	35,000.00	35,000.00	0.00	35,000.00	0.00	0.00 %
<u>201-00-00-100-59950</u>	Operating Transfer - TIF EAT's	33,600.00	33,600.00	0.00	19,328.09	14,271.91	42.48 %
<u>201-92-00-100-51102</u>	Civilian Employees	435,393.60	435,393.60	0.00	255,796.53	179,597.07	41.25 %
<u>201-92-00-100-51106</u>	Part Time Employees	32,500.00	32,500.00	0.00	8,208.36	24,291.64	74.74 %
<u>201-92-00-100-51111</u>	Civilian Employees Overtime	5,112.86	5,112.86	0.00	2,463.92	2,648.94	51.81 %
<u>201-92-00-100-51206</u>	Life Ins	1,086.00	1,086.00	0.00	714.98	371.02	34.16 %
<u>201-92-00-100-51208</u>	Vacation Pay	0.00	0.00	0.00	776.77	-776.77	0.00 %
<u>201-92-00-100-51212</u>	Deferred Compensation - 401 A	2,500.23	2,500.23	0.00	2,046.85	453.38	18.13 %
<u>201-92-00-100-51214</u>	Civilian Pension - LAGERS	68,084.75	68,084.75	0.00	37,848.94	30,235.81	44.41 %
<u>201-92-00-100-51215</u>	Health Insurance	58,328.90	58,328.90	0.00	44,489.94	13,838.96	23.73 %
<u>201-92-00-100-51218</u>	Med Exp - HSA contribution	6,000.00	6,000.00	0.00	3,375.00	2,625.00	43.75 %
<u>201-92-00-100-51220</u>	Dental	5,271.00	5,271.00	0.00	2,517.27	2,753.73	52.24 %
<u>201-92-00-100-51221</u>	Vision	996.00	996.00	0.00	533.88	462.12	46.40 %
<u>201-92-00-100-51225</u>	FICA	36,565.96	36,565.96	0.00	19,127.75	17,438.21	47.69 %
<u>201-92-00-100-51231</u>	Auto Allowance	4,980.00	4,980.00	0.00	3,000.00	1,980.00	39.76 %
<u>201-92-00-100-51236</u>	Ins Opt Out Incentive	1,992.00	1,992.00	0.00	664.00	1,328.00	66.67 %
<u>201-92-00-100-51238</u>	Phone Allowance	3,360.00	3,360.00	0.00	1,960.00	1,400.00	41.67 %
<u>201-92-00-100-51240</u>	Workers Compensation Insurance	17,627.05	17,627.05	0.00	8,445.48	9,181.57	52.09 %
<u>201-92-00-100-52101</u>	Office Supplies	600.00	600.00	0.00	28.19	571.81	95.30 %
<u>201-92-00-100-52200</u>	Operating Supplies	3,450.00	3,450.00	0.00	418.61	3,031.39	87.87 %
<u>201-92-00-100-52233</u>	Uniforms	3,300.00	3,300.00	0.00	420.88	2,879.12	87.25 %
<u>201-92-00-100-52250</u>	Professional Services	1,400.00	1,400.00	0.00	61.23	1,338.77	95.63 %
<u>201-92-00-100-52300</u>	Repair & Maintenance Supplies	73,200.00	73,200.00	0.00	22,254.83	50,945.17	69.60 %
<u>201-92-00-100-52301</u>	Fuel	15,000.00	15,000.00	0.00	2,651.62	12,348.38	82.32 %
<u>201-92-00-100-53101</u>	Postage	500.00	500.00	0.00	9.77	490.23	98.05 %

Budget Report

For Fiscal: 2022-2023 Period Ending: 06/30/2023

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
201-92-00-100-5341	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
201-92-00-100-5342	2,900.00	2,900.00	0.00	825.45	2,074.55	71.54 %
201-92-00-100-5343	38,000.00	38,000.00	0.00	15,020.78	22,979.22	60.47 %
201-92-00-100-5344	3,300.00	3,300.00	0.00	2,974.09	325.91	9.88 %
201-92-00-100-5345	7,700.00	7,700.00	0.00	2,658.55	5,041.45	65.47 %
201-92-00-100-5346	7,200.00	7,200.00	0.00	2,840.74	4,359.26	60.55 %
201-92-00-100-5347	1,700.00	1,700.00	0.00	54.49	1,645.51	96.79 %
201-92-00-100-5348	1,500.00	1,500.00	0.00	450.00	1,050.00	70.00 %
201-92-00-100-5349	7,500.00	7,500.00	0.00	1,755.08	5,744.92	76.60 %
201-92-00-100-5350	3,400.00	3,400.00	0.00	885.00	2,515.00	73.97 %
201-92-00-100-5351	1,350.00	1,350.00	0.00	242.79	1,107.21	82.02 %
201-92-00-100-5352	43,765.00	43,765.00	0.00	22,130.46	21,634.54	49.43 %
201-92-00-100-5353	4,300.00	4,300.00	0.00	2,043.31	2,256.69	52.48 %
201-92-00-100-5354	132,300.00	112,300.00	0.00	33,164.25	79,135.75	70.47 %
201-92-00-100-54500	51,800.00	51,800.00	0.00	11,310.06	40,489.94	78.17 %
201-92-00-100-55000	9,800.00	9,800.00	0.00	2,838.78	6,961.22	71.03 %
201-92-00-100-57000	677,000.00	27,000.00	0.00	0.00	27,000.00	100.00 %
201-92-00-200-53431	0.00	0.00	0.00	236.46	-236.46	0.00 %
201-92-00-753-57000	0.00	650,000.00	0.00	0.00	650,000.00	100.00 %
201-92-00-794-57000	0.00	43,753.00	0.00	0.00	43,753.00	100.00 %
201-92-00-795-57000	0.00	51,114.00	0.00	0.00	51,114.00	100.00 %
Expense Total:	1,840,863.35	1,915,730.35	0.00	571,574.18	1,344,156.17	70.16%
Fund: 201 - PARKS & RECREATION Surplus (Deficit):	-480,563.35	-555,430.35	156.79	365,384.38	920,814.73	165.78%
Report Surplus (Deficit):	-480,563.35	-555,430.35	156.79	365,384.38	920,814.73	165.78%

Budget Report

For Fiscal: 2022-2023 Period Ending: 06/30/2023

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 201 - PARKS & RECREATION						
Revenue	1,360,300.00	1,360,300.00	156.79	936,958.56	-423,341.44	31.12%
Expense	1,840,863.35	1,915,730.35	0.00	571,574.18	1,344,156.17	70.16%
Fund: 201 - PARKS & RECREATION Surplus (Deficit):	-480,563.35	-555,430.35	156.79	365,384.38	920,814.73	165.78%
Report Surplus (Deficit):	-480,563.35	-555,430.35	156.79	365,384.38	920,814.73	165.78%

Budget Report

For Fiscal: 2022-2023 Period Ending: 06/30/2023

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	156.79	365,384.38	920,814.73
Report Surplus (Deficit):	-480,563.35	-555,430.35	156.79	365,384.38	920,814.73



Fund Balance Report

As Of 06/01/2023

Fund	Beginning Balance	Total Revenues	Total Expenses	Ending Balance
201 - PARKS & RECREATION	972,299.41	936,958.56	571,574.18	1,337,683.79
Report Total:	972,299.41	936,958.56	571,574.18	1,337,683.79

Raytown Parks & Recreation Department
Director's Report
June 19, 2023

BOA- We have two items for BOA approval on July 11th. Acceptance of both the \$1,012,000 LWCF Grant, and the \$3,000,000 CPF OMNIBUS grant. Tony Mesa and Damon Hodges will present these items.

RYBSA- The Raytown Youth Baseball Softball Association is nearing the end of their summer season July 1st. They are requesting to schedule some baseball clinics in August and again in October. We will cut back our mowing service at that location once the league is over for the summer. This was a tremendous expense to add to our mowing schedule, both for staff and our contractors.

53rd ST property LWCF- The MODNR Grant managers will need a quarterly report from the Raytown Parks due July 31st for any actions regarding the grant progress prior to June 30th. Before the end of the current fiscal year, we will seek reimbursement for all of the GBA engineering work, and staff tree work that has been completed to date. We need to have a full account on this grant as we cannot go backwards to report any reimbursements.

OMNIBUS- We are on hold for this project until we can get approval from the BOA to move forward with the reporting process. I still have documents from GBA to turn in for our environmental studies, and I did not want to get into a reporting/reimbursement position without having fully completed acceptance documents per the city's purchasing plan.

Rice-Tremonti Farmers Market- The fourth Farmers Market hosted at Rice-Tremonti was June 15th. The R-T volunteers are working hard to make the grounds presentable and enjoyable for the vendors and the patrons of the Farmers Market.

BOA Strategic Planning- I attended a meeting Saturday June 10th at MPR to discuss planning efforts with the newly elected Board of Alderman. The Parks interests were brought up multiple times, and the need for the Sales tax which is the next city sales tax set to expire on the schedule.

Security- Homeland Security Services has consolidated with Metro Public Safety Inc. After a pause in service, we are getting reports again and the security staff are making contact with curfew violators.

Tree city- Parks staff has completed reporting and after some pointed effort by Parks staff and the MDC, we are now in our 20th consecutive year as a Tree City USA community.

Creative Communities Alliance- Joe Allred will install our newest art piece Campana in the Pocket Park location Friday, June 23rd.

Raytown Live- On June 10th we hosted the Package Band. The next concert July 8th will be Brass Rewind, 7-9PM, at the Greenspace.

Events- Festival of the Trails committee met for a planning session May 31st. H&H Colorlab will be the banner sponsor, with Spire also donating \$1,000, and Daneen T, \$100. The event is scheduled for Sept 9th 10AM-5PM.

Sales Tax Revenue- June sales tax to the Parks Department was not posted at the time of this report.



June 2023

PARK MAINTENANCE REPORT



Horticulture / Right of Way

We have completed planting flower annuals in the flower beds around the parks and certain welcome to Raytown signs. The dry weather will require a considerable amount of time for watering the new trees and annuals that have been planted.

Staff are working on weed and pest control throughout the park system. The focus is grass growth on ball fields and certain fences as well as brush control. The pond has been treated for algae and the fountain is up and running.

We have spent time at Little Blue Trace trimming trees for better mower access and will be working on pest/weed control for the foreseeable future.

We will begin work on the 2024 TRIM grant application in July.

Park Maintenance

Staff have been working through our weekend trash pickup with minimal issues from rentals. We have one trash can destroyed due to improper handling of charcoal in the BBQ grills.

Staff have taken over mowing the soccer fields and outlying areas at Little Blue Trace Park. Mowing at the rest of the parks is on track, including the mowing contractors.

We have had some large tree trimming projects in the last month, Kenagy east parking lot and on the hill at Minor Smith Park.

We will be working on the installation of a pad and park bench at Rice Tremonti over the next couple of weeks. We will also be working on a sun shelter for Kenagy tennis courts over the next couple of months.

Raytown Parks & Recreation

Park Board Recreation Report

Submitted by: Gage Colton

June 2023

A. **Softball League**

A couple weeks of games were rained out so, we are adding on a couple extra weeks towards the end.

B. **Tennis Lessons**

I spoke with Kent, he had one kid drop out, but another kid joined the same day, He says the lessons are going well so far.

C. **Tennis League**

I talked with the tennis coordinator on 6/14, the net on the lower court was replaced with a new one. Everyone is still having a good time.

D. **Fishing Derby**

The Fishing Derby 6/3 turned out well, we had a pretty good crowd come out, all the winning participants received their trophies and prizes. Everyone had a good time.

E. **Kids Day**

I spoke with Captain Paul Beitling with the Raytown Police and Helen Lewis with the Raytown Fire department. Both are sending out officers/squad cars along with a firetruck and ambulance for the kids to explore. We have Paramount Pony coming out to supply a petting zoo and Spring Valley Baptist will be joining with volunteers and games for the kids to enjoy.

Agenda item 1

The Finance Committee review and recommendations for the FY23/24 Parks budget.

Complete budget is due to Raytown Finance Dept July 13, 2023. BOA budget study session is scheduled for August 8th.

Expense Category

FY24 Budget

Personnel Services

734,484

201-92-00-100-51102	Civilian Employees			489,668
	Annual Salary		479,542	
	COLA/Merit Increase		10,126	
201-92-00-100-51106	Part Time Employees			26,250
	Annual Salary		26,250	
	COLA/Merit Increase			
201-92-00-100-51111	Civilian Employees Overtime			7,075
	Overtime			7,075
201-92-00-100-51115	Special Emergency Preparedness			1,086
201-92-00-100-51206	Life Insurance			2,963
201-92-00-100-51212	Civilian Pension - 401A Match			69,533
201-92-00-100-51214	Deferred Compensation- LAGERS			58,329
201-92-00-100-51215	Health Insurance			6,000
201-92-00-100-51218	Med Exp - HSA Contribution			5,271
201-92-00-100-51220	Dental			996
201-92-00-100-51221	Vision			40,390
201-92-00-100-51225	FICA			4,980
201-92-00-100-51231	Auto Allowance			-
201-92-00-100-51236	Ins Opt Out Incentive			3,360
201-92-00-100-51238	Phone Allowance			18,583
201-92-00-100-51240	Workers Compensation Insurance			

Expense Category

22/23 Budget

Personnel Services

201-92-00-100-51102	Civilian Employees	-
	Annual Salary	
	COLA/Merit Increase	
201-92-00-100-51106	Part Time Employees	-
	Annual Salary	
	COLA/Merit Increase	
201-92-00-100-51111	Civilian Employees Overtime	-
	Overtime	
201-92-00-100-51115	Special Emergency Preparedness	
201-92-00-100-51206	Life Insurance	
201-92-00-100-51212	Civilian Pension- 401A Match	
201-92-00-100-51214	Deferred Compensation- LAGERS	
201-92-00-100-51215	Health Insurance	
201-92-00-100-51218	Med Exp - HSA Contribution	
201-92-00-100-51220	Dental	
201-92-00-100-51221	Vision	
201-92-00-100-51225	FICA	
201-92-00-100-51231	Auto Allowance	
201-92-00-100-51236	Ins Opt Out Incentive	
201-92-00-100-51238	Phone Allowance	
201-92-00-100-51240	Workers Compensation Insurance	
	Supplies, Services, and Charges	294,765
201-92-00-100-52101	Office Supplies	600
201-92-00-200-52101	Office Supplies BMW	
201-92-00-100-52200	Operating Supplies	3,450
	Janitorial Supplies for parks	1,800
	First Aid/Safety Gear	900
	Supplies - General Inventory	750
201-92-00-200-52200	Operating Supplies BMW	35,000
201-92-00-100-52233	Uniforms	3,300

201-92-00-100-52250	Professional Services		1,400
	New Hires		
201-92-00-200-52250	Professional Services	BMX	-
	BMX Rider Insurance/ Fees		
201-92-00-100-53101	Postage		500
201-92-00-100-53241	Printing & Promotions		1,500
201-92-00-200-53241	Printing & Promotions	BMX	
201-92-00-100-53301	Dues & Membership	Missouri Parks , National Parks Chamber, KCMRPDA, CEU, Sam's	2,900
201-92-00-100-53500	Equipment	Data Max copier lease office furniture	1,700
201-92-00-100-53644	Computer Services	itek computer services	7,500
201-92-00-100-53701	Education and Training	M/PRA/NRPA/WWA Arborist Training and Cont. Ed.	3,400
201-92-00-100-53711	Meals & Travel		1,350
201-92-00-100-53913	General Liability Insurance		43,765
201-92-00-100-53961	Bank Charges		4,300
201-92-00-100-53999	Contractual Services	Trash Hauling Port-a-potties Legal Services Asset Management Security Contractor Alarm Service Creative Communities Alliance Camera contract Architect and Engineering fees Mowing	132,300
201-92-00-200-53999	Contractual Services	BMX	
201-92-00-100-54500	Rec Programs		51,800

Repairs & Maintenance**99,500****201-92-00-100-52300 Repair & Maintenance Supplies****73,200**

Landscaping	12,000
Ballfield Improvements	2,000
Maintenance -park structures	12,700
Maintenance - athletic fields and electrical	14,000
Maintenance - Mowers, power equip.	9,000
Maintenance Equipment- Small Tools	10,000
TRIM- Tree work	13,500

201-92-00-200-52300 Repair & Maintenance Supplies BMW**201-92-00-100-52301 Fuel** **15,000****201-92-00-200-52301 Fuel BMW****201-92-00-100-53600 Repair & Maintenance Services** **1,500****201-92-00-100-55000 Vehicle Expense** **9,800**

Office Janitorial	1,500
General	8,000
GPS	1,800

Utilities**56,200****201-92-00-100-53421 Water** **7,700****201-92-00-200-53421 Water BMW****201-92-00-100-53401 Electricity** **38,000****201-92-00-200-53401 Electricity BMW****201-92-00-100-53411 Gas** **3,300****201-92-00-100-53431 Telephone (hard lines) and WIFI** **7,200****201-92-00-200-53431 Telephone (hard lines) BMW****Capital Expenditures****682,000****201-92-00-100-57000 Capital Expenditures** **682,000****Super Splash redevelopment - LWCF 650,000**

Kritser/Kenagy playground replacement

Pond wall Engineering fees

Truck replacement with upfitting

Kritser Trail overseal

Park Improvements 27,000

Computer equipment 5,000

201-92-00-718-57000 Capital Expenditures

Debt Service -
Operating Transfer -

201-00-00-100-59950 Operating Transfer - TIF EAT's

Total Park Fund Request 1,132,465

FUND: Parks		2020-2021	2021-2022	2021-2022	2022-2023
		Actual	Budget	Projected	Budget
<u>Property Taxes</u>					
Real Estate (Property) Tax	201-92-00-100-41101	\$ 443,620	\$ 441,000		\$ 455,000
Personal Property Tax	201-92-00-100-41102	94,397	88,500		90,000
Delinquent Real Estate Taxes	201-92-00-100-41104	13,369	11,400		13,000
Penalties	201-92-00-100-41105	11,326	7,000		10,000
Railroad & Utilities Tax	201-92-00-100-41107	19,250	20,000		19,000
(Real Estate) Replacement Tax	201-92-00-100-41108	25,993	26,000		28,000
Circuit Breaker Refund	201-92-00-100-41110	(875)	(1,200)		(1,000)
Delinquent Property Tax Revenue	201-92-00-100-41111	10,558	7,500		8,000
Total Property Tax		617,637	600,200	-	622,000
<u>General Sales Tax</u>					
Parks/Storm Water Capital Sales Tax	201-00-00-100-41205	336,623	320,000		327,000
TIF - EATS	201-92-00-001-41206	-	-		(33,600)
Total General Sales Tax		336,623	320,000	-	293,400
<u>Grants</u>					
Grants	201-92-00-XXX-43101	-	225,000	-	290,000
Total Grants		-	225,000	-	325,000
<u>Service Charges</u>					
Ballfield Lights Fees	201-92-00-100-47101	4,127	1,800		3,000
Shelter House Rental Fees	201-92-00-100-47105	27,975	19,000		22,000
Sports Field Rental Fees	201-92-00-100-47110	14,506	7,000		12,000
Team Sports League	201-92-00-100-47204	18,006	34,000		18,000
Participant Fees	201-92-00-200-47401	46,833	20,000		
Concession Sales	201-92-00-200-47405	10,824	6,500		
ABA Memberships	201-92-00-200-47415	120	5,000		
Credit Card Processing Fees	201-92-00-000-42122	738	900		
Total Service Charges		123,128	94,200	-	55,000
<u>Miscellaneous</u>					
Interest Earnings	201-92-00-100-46101	2,043	2,300		2,000
Investment Income	201-00-00-100-46102	425	4,000		400

Gain on Sale of Fixed Assets	201-92-00-100-46303	16,411	15,000	4,500
Miscellaneous Revenue	201-00-00-100-46401	-	600	300
Vending Machine-Kenagy	201-92-00-100-47116	1,456	1,100	1,100
Donations	201-92-00-100-47220	11,180	13,000	12,000
Other Income	201-92-00-100-47425	1,405	1,000	1,000
Total Miscellaneous		32,920	37,000	21,300
<u>One Time Revenues</u>				

Total One Time Revenues

<u>Transfer From Other Funds</u>				
Operating Transfer in from General	201-00-00-100-49951	-	-	-
Total Transfers From Other Funds		-	-	-
<u>Fund Balance Appropriated</u>		-	-	-

TOTAL PARKS REVENUE

	<u>\$ 1,110,308</u>	<u>\$ 1,276,400</u>	<u>\$ -</u>	<u>\$ 1,316,700</u>
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5 year maintenance schedule

Building & Grounds Committee Project Ranking Oct 2022 updates

Tier 1 projects

1-A* Super Splash
\$1,000,000 +

1-B Colman Shelter & Playground
\$350,000

1-C Kenagy Pond wall
\$480,000

1-D Kenagy brick restroom
\$280,000

1-E Koop Property
\$250,000

\$2,360,000 Total Tier 1

\$3,604,000

Total project budgetary expenses for Tier 1, 2 & 3

Tier 2 projects

2-A Minor Smith Tennis courts
\$210,000

2-B Kritser Playgrounds
\$110,000

2-C Kenagy tennis retaining wall
\$210,000

2-D Southwood Tennis & m-p court
\$130,000 possible pickle ball

Skate Park Phase
\$260,000

\$920,000 Total Tier 2

Tier 3 projects

3-B Colman Basketball court
\$29,000

3-B Solar LED lighting
\$25,000

3-C Minor Smith multi-puopse co
\$60,000

3-E Bridge surface Minor Smith
\$35,000

Colman Ballfield fencing

\$45,000

Minor Shelter house
\$30,000

Southwood parking lot
\$25,000

* Bike and mtn bike trails
\$10,000 to \$15,000

Other projects

Office carpet
Office roof & gutters

\$324,000 Total Tier 3

Furture projects

Dog Park
Splash Pad
Zipline/Nature Park
Land acquisition and development
Right of way projects
Vehicle & equipment replacement

1-A* May not start this project first, but should take priority when we do have the means to address the issue. This will be a multi-year project, both in seeking funds, approvals and in developing plans, actual construction and labor.

Agenda item 2

Still in negotiation with the Raytown C-2 school district over the use contract for BMX at the school district Safety Center property.

**AGREEMENT FOR THE CONSTRUCTION, OPERATION, MAINTENANCE, AND
LEASE OF BMX TRACK AND OTHER SITE AMENITIES LOCATED AT THE
RAYTOWN "SAFETY CENTER" SITE**

THIS AGREEMENT IS entered into between THE CITY OF RAYTOWN, a Municipal Corporation, by and thru its PARKS AND RECREATION, (hereinafter referred to as CITY), and the RAYTOWN CONSOLIDATED SCHOOL DISTRICT #2, RAYTOWN, MISSOURI, a political subdivision, in the State of Missouri (hereinafter referred to as DISTRICT).

RECITALS:

It is to the mutual benefit of CITY and DISTRICT to contribute jointly to the establishment of recreational facilities which can serve the needs of both the general public and DISTRICT, and

CITY and DISTRICT have been cooperating in the use of numerous recreational facilities in accordance with various previously approved Agreements from time to time, and CITY and DISTRICT agree that said cooperative ventures are mutually beneficial to the citizens of CITY and patrons and students of DISTRICT, and

CITY desires to supplement park acreage to meet community recreational needs; and

The estimated average life of all improvements to be constructed on the leased property is no greater than the term of this Agreement:

BASED UPON THESE RECITALS, THE PARTIES AGREE THAT:

1. Term: DISTRICT hereby grants to CITY a five (5)-year leasehold interest in the property hereinafter described, commencing on the date of execution hereof by DISTRICT.
2. Property. The real property covered by this Agreement shall consist of a parcel more particularly described in Exhibit "A", attached hereto and by this reference incorporated herein.
3. Consideration: Good, valuable, and adequate consideration exists in the mutual benefit enjoyed and the legal detriment incurred by CITY and DISTRICT as result of their entering into and fulfilling this Agreement.
4. City Use of Property. CITY shall have exclusive use of the area identified in Exhibit "A" (consisting of: Bicycle Motocross Track(s) -BMX). The track shall be allowed to operate

Sunday-Thursday from 5:30 p.m. to 10:00 p.m., Friday from 5:30 p.m. to 11:00 p.m., and Saturday from 7:30 a.m. to 11:00 p.m. beginning April 1st and extending through November 30th annually. The CITY shall have access to the area for maintenance and preparations for operations daily from 7:00a.m. to 11:00 p.m. beginning March 1st and extending thru December 15th, annually. The CITY agrees to coordinate community use of said recreational facilities at all times. Parking shall be available for CITY recreational activities on a first come, first serve basis when parking is needed for DISTRICT educational purposes. CITY shall be authorized to charge "user" fees for the use of the BMX track and "vendor" fees for concessionaires who are given permits to offer retail sales within the BMX track. CITY shall be authorized to operate a food and beverage concession and retain all proceeds to pay track operational expenses, maintenance and improvements. CITY shall provide security guard services at all events in which more than fifty (50) people are expected to attend or which will take place between the hours of 11:00 p.m. and 7:30 a.m. Security guard services must include property security, security patrols of the area identified in Exhibit "A," crowd control and emergency management services. Security guards must be Class B Licensed Private Security Personnel by the Kansas City Missouri Police Department, another local police department or other similar agency. CITY shall create and enforce rules as defined in Paragraph six (6) that govern the use of the area identified in Exhibit "A."

1. District Use of Property. It is contemplated that the DISTRICT will have no need to use this area but shall have the right to inspect the area for compliance with the provisions of this lease at all times. City Responsibilities. CITY agrees to construct or cause to be constructed one or more lighted BMX tracks within this area with supporting amenities, such as: spectator seating facilities, concession building, an administrative office and race tower, temporary storage units, irrigation system, underground electrical service lines and systems, sidewalks, drainage as required, and landscaping in accordance with plans and specifications approved by DISTRICT and CITY prior to the commencement of construction. CITY shall pay for the cost of all landscape architectural and engineering services, printing and advertising; and, all construction. All construction shall meet the requirements and standards of DISTRICT, CITY and KC Missouri Building Codes, and a nationally recognized body governing Bicycle Motocross racing (such as the American Bicycle Association). CITY shall be responsible for all litter collection and removal. CITY shall maintain said aforementioned amenities at its sole cost and expense in a timely and workmanlike manner within its annual budgeted resources and consistent with its city-wide maintenance standards. The CITY shall be allowed to appoint a board of volunteers to direct track operations and perform, or cause to be performed, routine maintenance work on property herein described. CITY agrees to draft, post and enforce rules for the recreational facilities which ban open fires, camping and alcohol on the area identified in Exhibit "A." Camping is defined as the temporary use of the land for the purpose of overnight occupancy with or without a temporary structure such as a tent, sleeping bag, motorhome, trailer, etc.

5. District Responsibilities. DISTRICT shall make available hard surfaces for parking. DISTRICT agrees to allow the CITY the use of other areas within the site and near the track for overflow parking during large race events which will require more parking than the hard surface will provide. Damaged grass areas due to parking will be restored to their original condition by CITY. Parking will be on a first-come, first-serve basis. Cost of future maintenance of the existing parking shall be shared by the parties equally.
6. Utilities. The CITY shall pay all utility costs associated with the operation and maintenance of the BMX track. Appropriate meters shall be installed in the name of the CITY so that all utility bills go directly to the CITY. The CITY shall be responsible for all construction costs incurred to bring all necessary (water, electric) utilities to the site and for all meter deposits, if any, and shall be authorized to construct said utilities across non-leased land and shall return said land to its original condition prior to construction at CITY expense. Any work by the CITY on the site shall observe existing utility easements.
7. Commencement of Work. Should work not commence on the site described herein within two (2) years from the execution date of this Agreement, subject Agreement shall be voidable for all or separate parcels as mutually agreed by CITY and DISTRICT. Such date of commencement of work on the subject site shall be mutually agreed upon by CITY and DISTRICT. Upon completion of such work by CITY, CITY shall furnish DISTRICT with complete "as-built" drawings.
8. Improvements. No improvements shall be installed by CITY nor shall construction on said improvements begin until plans and specifications for said improvements are reviewed, approved and signed by both parties. All CITY financed improvements installed upon said real property shall remain the property of the CITY during the term of the leasehold and will be removed by CITY upon request by DISTRICT at termination of the leasehold, and said property shall be returned to DISTRICT free of all encumbrances. If the CITY removes improvements, the property shall be restored to a condition as near as possible as existed at the inception of the lease, all at the expense of the CITY. In the event CITY does not so remove said improvements upon expiration of this Agreement, as requested in writing by DISTRICT, DISTRICT may remove, sell, restore to original site condition, or destroy the same at CITY expense.
9. Joint Review. CITY and DISTRICT shall meet semi-annually prior to February 1 and August 1 of each year to review the joint use of the leased premises. As a result of this review, this Agreement may be revised upon the mutual consent of both CITY and DISTRICT. Said revisions, when made, shall then become a part of this Agreement and shall be reduced to writing.

10. Quiet Possession. CITY, subject to performing the covenants and agreements herein, shall at all times during the term of the Agreement peaceably and quietly have, hold, and enjoy the said property for the term aforesaid.
11. Entry and Inspection. DISTRICT reserves, and shall always have, the right to enter upon said real property for the purpose of viewing and ascertaining the condition thereof.
12. Assignment. CITY shall not assign this Agreement or any interest herein without prior written consent of DISTRICT, except that the CITY shall have the right to appoint a board of volunteers to direct track operations and perform, or cause to be performed, routine maintenance work on property herein described. Said volunteer board may become incorporated as a not-for-profit organization but will remain under the control of the CITY.
13. Equal Opportunity Compliance. CITY agrees to monitor any and all contractors, subcontracts, independent contractors and employees for compliance with Equal Opportunity and non-discrimination requirements and to hold DISTRICT harmless from any and all liability, claims, damages, or injuries to any person in connection with any acts or omissions rising therefrom.
14. Compliance with Law. At its sole cost and expense CITY shall comply, and shall secure compliance by persons within its control and authority, with all the requirements of state and federal authorities now in force, or which may hereafter be in force, pertaining to the said premises or the operations conducted thereon; and shall faithfully observe and secure observance of all state and federal statutes now in force or which may hereafter be in force, in the use of said premises by persons within its control and authority.
15. Assigns. Time is of the essence of each and all of the terms and provisions of this Agreement, and this Agreement shall inure to the benefit of and be binding upon the parties hereto and any successors thereof as fully and to the same extent as though specifically mentioned in each instance, and all covenants, stipulations, and agreements in the Agreement shall extend to and bind any successor(s) of the parties.
16. Waiver. The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of any term, covenant, or condition, or any subsequent breach of the same or any other term, covenant, or condition of this Agreement.
17. Administration of Agreement: Notices. Control and administration of this Agreement is under the jurisdiction of the Superintendent as to DISTRICT'S interest herein and any communication relative to the terms or conditions or any changes thereto or any notice or notices provided for by this Agreement or by law required to be given or served upon DISTRICT may be given or served by certified letter deposited in the United States mail,

postage prepaid, and addressed to the Raytown C-2 Consolidated School District at 10500 E. 60th Terrace, Raytown, MO 64133, Attention: Superintendent, or may be personally served upon DISTRICT or any person hereafter authorized by DISTRICT to receive such notice. Any notice or notices provided for by this Agreement or by law to be given or served upon CITY may be given or served by depositing in the United States mails, postage prepaid, a certified letter addressed to the Director of Parks and Recreation, Raytown Parks and Recreation, 5912 Lane, Raytown, MO 64133. Any notice or notices given or served as provided herein shall be effectual and binding for all purposes upon the principals of the parties so served upon personal services, or 48 hours after mailing in the manner required herein.

18. Remedies. In the event that either party shall default in the performance or fulfillment of any covenant or condition herein required to be performed or fulfilled by that party and shall fail to cure said default within one hundred twenty (120) days following the service of the defaulting party of a written notice from the second party specifying the default complained of, then the second party may, at its option, without further notice or demand upon the defaulting party or upon any person claiming through the defaulting party and of all persons claiming rights through the defaulting party. Notwithstanding the above provisions, in the event that any default cannot be cured within one hundred twenty (120) days after the service of written notice upon the defaulting party, the second party shall not terminate this Agreement pursuant to said default in the defaulting party immediately commences to cure said fault and diligently pursues such cure to completion.

19. Indemnity. CITY agrees to defend, indemnify and save DISTRICT, its Directors, agents and employees harmless from any and all liability, claims, damages, or injuries to any person caused by the independent acts of CITY, its Parks and Recreations Directors, aldermen, agents or employees in connection with the performance of this agreement and the use of the subject parcels. DISTRICT agrees to defend, indemnify and save CITY, its Parks and Recreations Directors, aldermen, agents and employees harmless from any and all liability, claims, damages, or injuries to any person caused by the independent acts of DISTRICT, its Directors, agents or employees in connection with the performance of this agreement and the use of the subject parcels. The parties shall be required to provide comprehensive general liability insurance and to indemnify the other party for injuries which may result from the indemnifying party's use of the property. Each entity shall maintain a general liability policy that shall name the parties set out above as additional insureds and the policy shall require notification to the additional insureds in the event of cancellation. Provided, further, that the amount of insurance to be maintained by the parties shall be in an amount of at least its maximum possible statutory exposure pursuant to the Statutes of the State of Missouri, as amended from time to time.

20. Legal Proceeding. The parties agree that the law of the State of Missouri shall be used in interpreting this Agreement and will govern all disputes under this Agreement and will determine all rights thereunder.
21. Verbal Agreements. This agreement contains the complete expression of the whole agreement between the parties hereto and there are not promises, representations, agreements, warranties, or inducements either expressed verbally or implied except as are fully set forth herein. This Agreement cannot be enlarged, modified, or changed in any respect except by written agreement between the said parties.
22. Severance. If any part of the Agreements contained herein is found by a court of competent jurisdiction to be void or voidable, that portion which is so held to be defective shall be severed from the remainder hereof, the latter to remain in full force and effect.
23. Amendment or Renewal. This Agreement may be amended or renewed in writing by mutual consent of DISTRICT and CITY as permitted by law.
24. Nondiscrimination. DISTRICT, CITY, and all others who from time to time may use the property and recreational facilities described herein with the permission and on the terms and conditions specified by both parties shall not discriminate in any manner against any person or persons on account of race, color, sex, creed, or national origin including, but not limited to, the providing of goods, services, facilities, advantages, and the holding and obtaining or employment.

IN WITNESS WHEREOF, this Agreement is executed by the City of Raytown, Parks and Recreation Board acting by and through its Director of Parks and Recreation, pursuant to official action taken by the Board and recorded in Board minutes, dated _____ authorizing such execution and by the Raytown C-2 Consolidated School District of Raytown, Missouri, acting by and through its Superintendent pursuant to a Resolution of its Board of Education.

THE CITY OF RAYTOWN
PARKS & RECREATION DEPT.
A Municipal Corporation

RAYTOWN C-2 CONSOLIDATED
SCHOOL DISTRICT
RAYTOWN, MISSOURI

By: _____

Director, Parks Recreation Dept.

By: _____
Dr. Penelope Martin-Knox
Superintendent

APPROVED:

Secretary

Date: _____

Date: _____

APPROVED AS TO FORM AND LEGALITY BY CITY ATTORNEY

Attorney for District
Date: _____

STATE OF MISSOURI)
)ss.
COUNTY OF JACKSON)

Before me, the undersigned Notary Public, on the date first above written, personally appeared _____(Director, Parks & Recreation Department), and known to me to be the person who executed the within document on behalf of the City of Raytown Parks & Recreation Department and acknowledged to me that she/he executed the same for the purposes therein stated.

Notary Public

My Commission Expires:

STATE OF MISSOURI)
)ss.
COUNTY OF JACKSON)

Before me, the undersigned Notary Public, on the date first above stated, personally appeared Dr. Penelope Martin-Knox, Superintendent of the Raytown C-2 Consolidated School District, known to me to be the person who executed the within document on behalf of said School District and acknowledged to me that she executed the same for the purposes therein stated.

Notary Public

My Commission Expires:

Agenda item 3

Should the Raytown Parks & Recreation Department continue to keep the Friends of Raytown Parks entity filed with the state of Missouri?

The entity has been on hiatus regarding membership and participation in promoting the Raytown Parks Dept. We do have to file the status of the entity every two years for a cost of \$20.

Agenda item 4

The Park Board vote must be taken for filling the positions of President and Vice President for the next term July 2023-June 2024.