

## Raytown Park Board Meeting

January 22, 2024

This meeting has been cancelled due to no voting action needing to be taken at this time.

Creative Communities Alliance - We will be sending out the link for the Creative Communities Alliance Sculpture on the Move program next week. Once you receive the link, please look over the available art pieces and select 5-7 sculptures that you would like to see displayed. We will have two possible locations available for the sculptures – one at the front entryway at City Hall, and the other at the Memorial to all Wars monument in Colman Park. Please think about those locations when making your selections. The selections will be made by drawing in mid-February.

**Raytown Park Board  
Minutes  
December 18, 2023**

**Attendance:**

**Park Board:** Robbie Tubbs, Dave Thurman, Brian Morris, Evan Gorrell, Jules Sneddon, Brent Hugh (zoom),

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

**Guests:** Alderman Loretha Hayden

A quorum was declared present and the meeting was called to order at 7:00 pm. Dave Thurman made a motion to approve the minutes from November 20, 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 is working with Spire to get the Community Gardens ready for spring. The Black & White Piccadilly event is March 8<sup>th</sup>.

Rice Tremonti – no report

**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. Brian Morris made a motion to approve the contract with Mowers Ahead for the 2024 mowing season. Jules Sneddon seconded and the motion passed.
2. Personnel job duties survey – the Board of Alderman is hiring a company to do a personnel job duties survey.
3. Evan Gorrell made a motion to move the January 2024 meeting from January 15, 2024 to January 22, 2024. Dave Thurman seconded and the motion passed.
4. Brian Morris made a motion to adjourn at 7:40 pm. Evan Gorrell seconded and the motion passed.



# Budget Report Account Summary

For Fiscal: 2023-2024 Period Ending: 01/31/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 201 - PARKS &amp; RECREATION</b>							
<b>Revenue</b>							
<a href="#">201-00-00-100-41205</a>	Parks/Storm Water Capital Sales Ta	370,000.00	370,000.00	0.00	61,050.32	-308,949.68	83.50 %
<a href="#">201-00-00-100-46102</a>	Investment Income	17,000.00	17,000.00	0.00	2,423.58	-14,576.42	85.74 %
<a href="#">201-00-00-100-46401</a>	Miscellaneous Revenue	0.00	0.00	0.00	78.00	78.00	0.00 %
<a href="#">201-92-00-000-42122</a>	Credit Card Processing Fee	968.00	968.00	101.31	101.64	-866.36	89.50 %
<a href="#">201-92-00-100-41101</a>	Real Estate Tax	559,998.00	559,998.00	0.00	315,662.27	-244,335.73	43.63 %
<a href="#">201-92-00-100-41102</a>	Personal Property Tax	107,184.00	107,184.00	0.00	31,198.39	-75,985.61	70.89 %
<a href="#">201-92-00-100-41104</a>	Delinquent Real Estate Taxes	12,000.00	12,000.00	0.00	1,996.42	-10,003.58	83.36 %
<a href="#">201-92-00-100-41105</a>	Penalties	9,900.00	9,900.00	0.00	1,393.30	-8,506.70	85.93 %
<a href="#">201-92-00-100-41106</a>	EXCESS PROCEEDS	0.00	0.00	0.00	439.02	439.02	0.00 %
<a href="#">201-92-00-100-41107</a>	Railroad & Utilities Tax	19,700.00	19,700.00	0.00	0.00	-19,700.00	100.00 %
<a href="#">201-92-00-100-41108</a>	Replacement Tax	28,500.00	28,500.00	0.00	0.00	-28,500.00	100.00 %
<a href="#">201-92-00-100-41110</a>	Circuit Breaker Refund	-680.00	-680.00	0.00	-26.50	653.50	3.90 %
<a href="#">201-92-00-100-41111</a>	Delinquent Property Tax Revenue	9,700.00	9,700.00	0.00	3,088.65	-6,611.35	68.16 %
<a href="#">201-92-00-100-43101</a>	SuperSplash Grant	31,500.00	31,500.00	0.00	0.00	-31,500.00	100.00 %
<a href="#">201-92-00-100-46101</a>	Interest Earnings	30,000.00	30,000.00	0.00	3,725.26	-26,274.74	87.58 %
<a href="#">201-92-00-100-46303</a>	Gain on sale of Fixed Asset	15,000.00	15,000.00	0.00	3,775.00	-11,225.00	74.83 %
<a href="#">201-92-00-100-47101</a>	Ballfield Lights Fees	1,500.00	1,500.00	0.00	0.00	-1,500.00	100.00 %
<a href="#">201-92-00-100-47105</a>	Shelter House Rental Fees	25,000.00	25,000.00	3,090.00	3,090.00	-21,910.00	87.64 %
<a href="#">201-92-00-100-47110</a>	Sports Field Rental Fees	1,500.00	1,500.00	455.00	455.00	-1,045.00	69.67 %
<a href="#">201-92-00-100-47116</a>	Vending Machine-Kenagy	1,200.00	1,200.00	0.00	149.90	-1,050.10	87.51 %
<a href="#">201-92-00-100-47204</a>	Team Sports League	24,000.00	24,000.00	0.00	10.00	-23,990.00	99.96 %
<a href="#">201-92-00-100-47220</a>	Donations	11,000.00	11,000.00	0.00	0.00	-11,000.00	100.00 %
<a href="#">201-92-00-100-47425</a>	Other Income	0.00	0.00	2.00	5,002.00	5,002.00	0.00 %
<a href="#">201-92-00-753-43000</a>	State Grant - LWCF	456,000.00	456,000.00	0.00	0.00	-456,000.00	100.00 %
<a href="#">201-92-00-754-43101</a>	Federal Grant - Omnibus (SuperSpl	100,000.00	100,000.00	0.00	0.00	-100,000.00	100.00 %
<a href="#">201-92-00-755-43101</a>	Federal Grant - Omnibus (Kenagy)	1,000,000.00	1,000,000.00	0.00	0.00	-1,000,000.00	100.00 %
	<b>Revenue Total:</b>	<b>2,830,970.00</b>	<b>2,830,970.00</b>	<b>3,648.31</b>	<b>433,612.25</b>	<b>-2,397,357.75</b>	<b>84.68%</b>
<b>Expense</b>							
<a href="#">201-00-00-100-58000</a>	BMX Appropriation	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %
<a href="#">201-00-00-100-59950</a>	Operating Transfer - TIF EAT's	33,600.00	33,600.00	2,593.41	7,795.43	25,804.57	76.80 %
<a href="#">201-92-00-100-51102</a>	Civilian Employees	489,668.00	489,668.00	37,338.71	112,361.07	377,306.93	77.05 %
<a href="#">201-92-00-100-51106</a>	Part Time Employees	26,250.00	26,250.00	0.00	1,022.55	25,227.45	96.10 %
<a href="#">201-92-00-100-51111</a>	Civilian Employees Overtime	7,075.00	7,075.00	373.19	732.12	6,342.88	89.65 %
<a href="#">201-92-00-100-51206</a>	Life Ins	1,086.00	1,086.00	101.66	311.68	774.32	71.30 %
<a href="#">201-92-00-100-51212</a>	Deferred Compensation - 401 A	2,963.00	2,963.00	304.95	915.09	2,047.91	69.12 %
<a href="#">201-92-00-100-51214</a>	Civilian Pension - LAGERS	69,533.00	69,533.00	5,453.79	15,945.81	53,587.19	77.07 %
<a href="#">201-92-00-100-51215</a>	Health Insurance	76,849.00	76,849.00	5,499.54	16,752.18	60,096.82	78.20 %
<a href="#">201-92-00-100-51218</a>	Med Exp - HSA contribution	6,000.00	6,000.00	353.64	1,103.64	4,896.36	81.61 %
<a href="#">201-92-00-100-51220</a>	Dental	5,271.00	5,271.00	362.46	1,105.02	4,165.98	79.04 %
<a href="#">201-92-00-100-51221</a>	Vision	996.00	996.00	79.00	241.08	754.92	75.80 %
<a href="#">201-92-00-100-51225</a>	FICA	40,390.00	40,390.00	2,753.08	8,329.51	32,060.49	79.38 %
<a href="#">201-92-00-100-51231</a>	Auto Allowance	4,980.00	4,980.00	415.00	1,245.00	3,735.00	75.00 %
<a href="#">201-92-00-100-51238</a>	Phone Allowance	3,360.00	3,360.00	280.00	840.00	2,520.00	75.00 %
<a href="#">201-92-00-100-51240</a>	Workers Compensation Insurance	18,583.00	18,583.00	0.00	3,804.10	14,778.90	79.53 %
<a href="#">201-92-00-100-52101</a>	Office Supplies	600.00	600.00	0.00	0.00	600.00	100.00 %
<a href="#">201-92-00-100-52122</a>	Credit Card Processing Charge	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
<a href="#">201-92-00-100-52200</a>	Operating Supplies	3,450.00	3,450.00	111.90	135.30	3,314.70	96.08 %
<a href="#">201-92-00-100-52233</a>	Uniforms	3,300.00	3,300.00	0.00	0.00	3,300.00	100.00 %
<a href="#">201-92-00-100-52250</a>	Professional Services	1,100.00	1,100.00	0.00	0.00	1,100.00	100.00 %
<a href="#">201-92-00-100-52300</a>	Repair & Maintenance Supplies	94,700.00	94,700.00	0.00	2,750.13	91,949.87	97.10 %

**Budget Report**

For Fiscal: 2023-2024 Period Ending: 01/31/2024

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>201-92-00-100-5280</u> Fuel	15,000.00	15,000.00	0.00	1,753.04	13,246.96	88.31 %
<u>201-92-00-100-53101</u> Postage	500.00	500.00	0.00	0.00	500.00	100.00 %
<u>201-92-00-100-53241</u> Printing & Promotions	1,500.00	1,500.00	0.00	30.51	1,469.49	97.97 %
<u>201-92-00-100-53301</u> Dues & Memberships	2,900.00	2,900.00	0.00	690.00	2,210.00	76.21 %
<u>201-92-00-100-53401</u> Electricity	38,000.00	38,000.00	0.00	4,892.31	33,107.69	87.13 %
<u>201-92-00-100-53411</u> Gas	3,300.00	3,300.00	0.00	741.87	2,558.13	77.52 %
<u>201-92-00-100-53421</u> Water	7,700.00	7,700.00	0.00	1,053.74	6,646.26	86.32 %
<u>201-92-00-100-53431</u> Telephone	7,200.00	7,200.00	0.00	936.81	6,263.19	86.99 %
<u>201-92-00-100-53500</u> Equipment Expense	1,700.00	1,700.00	0.00	17.12	1,682.88	98.99 %
<u>201-92-00-100-53560</u> Repair & Maintenance Services	1,500.00	1,500.00	0.00	75.00	1,425.00	95.00 %
<u>201-92-00-100-53644</u> Computer Services	9,000.00	9,000.00	110.00	318.10	8,681.90	96.47 %
<u>201-92-00-100-53701</u> Education and Training	3,400.00	3,400.00	0.00	0.00	3,400.00	100.00 %
<u>201-92-00-100-53711</u> Meals & Travel	1,350.00	1,350.00	0.00	0.00	1,350.00	100.00 %
<u>201-92-00-100-53913</u> General Liability Insurance	44,000.00	44,000.00	0.00	7,868.78	36,131.22	82.12 %
<u>201-92-00-100-53961</u> Bank Charges	4,300.00	4,300.00	0.00	562.24	3,737.76	86.92 %
<u>201-92-00-100-53999</u> Miscellaneous Contractual	136,800.00	136,800.00	846.00	1,035.25	135,764.75	99.24 %
<u>201-92-00-100-54500</u> Recreational Programming	51,800.00	51,800.00	586.00	3,162.95	48,637.05	93.89 %
<u>201-92-00-100-55000</u> Vehicle Expense	9,800.00	9,800.00	116.26	792.30	9,007.70	91.92 %
<u>201-92-00-100-57000</u> Capital Expenditures	29,000.00	29,000.00	0.00	0.00	29,000.00	100.00 %
<u>201-92-00-753-57000</u> Capital Expenditures - LWCF	912,000.00	912,000.00	0.00	0.00	912,000.00	100.00 %
<u>201-92-00-754-57000</u> Capital Expenditures - Omnibus (Su	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00 %
<u>201-92-00-755-57000</u> Capital Expenditures - Omnibus (Ke	1,000,000.00	1,000,000.00	0.00	0.00	1,000,000.00	100.00 %
<b>Expense Total:</b>	<b>3,299,004.00</b>	<b>3,299,004.00</b>	<b>57,678.59</b>	<b>199,319.73</b>	<b>3,099,684.27</b>	<b>93.96%</b>
<b>Fund: 201 - PARKS &amp; RECREATION Surplus (Deficit):</b>	<b>-468,034.00</b>	<b>-468,034.00</b>	<b>-54,030.28</b>	<b>234,292.52</b>	<b>702,326.52</b>	<b>150.06%</b>
<b>Report Surplus (Deficit):</b>	<b>-468,034.00</b>	<b>-468,034.00</b>	<b>-54,030.28</b>	<b>234,292.52</b>	<b>702,326.52</b>	<b>150.06%</b>

**Budget Report**

For Fiscal: 2023-2024 Period Ending: 01/31/2024

**Group Summary**

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 201 - PARKS &amp; RECREATION</b>						
Revenue	2,830,970.00	2,830,970.00	3,648.31	433,612.25	-2,397,357.75	84.68%
Expense	3,299,004.00	3,299,004.00	57,678.59	199,319.73	3,099,684.27	93.96%
<b>Fund: 201 - PARKS &amp; RECREATION Surplus (Deficit):</b>	<b>-468,034.00</b>	<b>-468,034.00</b>	<b>-54,030.28</b>	<b>234,292.52</b>	<b>702,326.52</b>	<b>150.06%</b>
<b>Report Surplus (Deficit):</b>	<b>-468,034.00</b>	<b>-468,034.00</b>	<b>-54,030.28</b>	<b>234,292.52</b>	<b>702,326.52</b>	<b>150.06%</b>

**Budget Report**

For Fiscal: 2023-2024 Period Ending: 01/31/2024

**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	-54,030.28	234,292.52	702,326.52
<b>Report Surplus (Deficit):</b>	<b>-468,034.00</b>	<b>-468,034.00</b>	<b>-54,030.28</b>	<b>234,292.52</b>	<b>702,326.52</b>



City of Raytown, MO

# Fund Balance Report

As Of 01/18/2024

<b>Fund</b>	<b>Beginning Balance</b>	<b>Total Revenues</b>	<b>Total Expenses</b>	<b>Ending Balance</b>
201 - PARKS & RECREATION	1,073,509.25	433,612.25	169,193.44	1,337,928.06
<b>Report Total:</b>	<b>1,073,509.25</b>	<b>433,612.25</b>	<b>169,193.44</b>	<b>1,337,928.06</b>

**Raytown Parks & Recreation Department**  
**Director's Report**  
**January 22, 2023**

**BOA-** The rental agreement for the Rice-Tremonti rental house, and the mowing bid was on the agenda for the January 2<sup>nd</sup> BOA meeting. We will need to get on the Agenda for the Raytown Live concert series in 2024.

**53<sup>rd</sup> ST property LWCF-** We have received the letter to proceed after approval of our bidding documents. We will upload those documents for release to the public February 1<sup>st</sup>. We have a joint meeting with Public Works and GBA to schedule updates to sewer lines that run across the existing parking lot while we are in the demolition phase of the project. We have also fine tuned our plans for a Splash Pad to match the outflow capacity of our sewer lines.

**OMNIBUS-** I logged onto the HEROS site for the environmental review but was immediately put on a 3-4 week review after entering basic contact and grant project information in early December. I have since reached out to our HUD contact Beth Held, and she admitted that they have a serious backlog of environmental reviews, and that Raytown is not the only project participants that has been delayed. The Gladstone Parks Dept, and the Walt Disney house have also had frustrating delays with their projects.

**Mowing bid 2024-** The Raytown Parks mowing contract has been signed and we are clear for scheduling our contractor for the mowing season.

**Tree City/TRIM-** The tree work started December 14<sup>th</sup> with the winning contractor Safety Tree. There are still stumps to grind from that work in December. Davy Tree inventory will take place starting in February. We have kept Chuck Conner in the loop on that scheduling so he can monitor our progress with the TRIM grant.

**George Butler & Associates-** We have a meeting with GBA staff to discuss the upcoming project work at 53<sup>rd</sup> ST on January 31<sup>st</sup>.

**MPRA conference-** We will be sending our Maintenance III position to the state conference in St. Charles on March 6<sup>th</sup> & 7<sup>th</sup>.

**Creative Community Alliance-** I should have the participating artists and art works available for our selection on Monday January 22<sup>nd</sup>. I will pass those options on to the Park board for making our two selections this year.

**Vandalism-** At least twice we have filed a police report on the ongoing vandalism. We will move a trail camera from a different location to try to get a picture of who is doing this damage.

**Little Blue Trace-** I have been working with the RYBSA (Raytown Little League) for the maintenance projects that they can concentrate on for their grant funds. They will put more infield ag-lime on the fields, shade/windscreen the backstops, and we are looking at some asphalt work on the sidewalks as well.

**Sales Tax Revenue-** January Sales Tax for the Parks Dept. was \$27,517.03.



# January 2024

## PARK MAINTENANCE REPORT



### Horticulture / Right of Way

We are continuing the season for fallen limb cleanup, green house cleaning and leaf vacuum work as well as leaf mulching.

We lost a couple trees and many limbs during the heavy snow on January 10<sup>th</sup> at the 53<sup>rd</sup> Street property, Colman, LBTRA, Minor Smith, Southwood and Kenagy.

### Park Maintenance

We have provided snow removal staff for city hall during the two events in January and provided logistical support for Public Works to retrieve a pallet of salt for city hall.

Annual maintenance continues on equipment and vehicles.

We have made some much-needed improvements to the restrooms at Little Blue Trace Park. We were able to remove doors from restroom stalls at the 53<sup>rd</sup> street property and repurpose them at LBTRA which has never had stall doors. We still have one ADA door to install in the women's restroom.

LBTRA - We milled the trip hazards along the north trail from the concession stand to field four and found the asphalt is in serious need of an overlay. We intend to go back and mill headers and perform additional prep work for the asphalt project.



## **Park Board Report**

**Gage Colton**

**February 2024**



### Youth Basketball

Youth Basketball is still going well. Unfortunately, the week of January 9<sup>th</sup> through the 13<sup>th</sup> all the practices and games were cancelled due to the severe snow and temperature drops but thankfully we have February 24<sup>th</sup> reserved for a make-up date for that cancelled game.

### Raytown Live

We had our first Raytown Live meeting on 1/18. We have the stage rentals set for all our dates scheduled for the concerts but we are still waiting to hear back on the September date.