

AGENDA
RAYTOWN PARKS & RECREATION BOARD
Monday, April 15, 2024 7:00 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 –March 18, 2024

III. Reports of Officers

President – Robbie Tubbs

Vice President – Evan Gorrell

IV. Reports of Standing & Special Committees

Personnel – Evan Gorrell

Finance – Jules Sneddon

Program – Brian Morris

Buildings & Grounds – Dave Thurman

Main Street- Robbie Tubbs

V. Staff Reports

Director – Dave Turner

Superintendent of Parks – Tony Mesa

Recreation-

VI. New Business

1. BMX grant request
2. Budget needs FY 24-25
3. Special meeting for LWCF Demo bid review

VII. Other Business

VIII. Announcements

IX. Adjourn

- Next regular Meeting: Monday, May 20, 2024, 7 PM at Raytown Parks office

**Raytown Park Board
Minutes
March 18, 2024**

Attendance:

Park Board: Robbie Tubbs, Jules Sneddon, Dave Thurman, Patrick Nelson, Evan Gorrell, and Brian Morris. Zoom – Rhonda Herring and Alderman Loretha Hayden

Staff: Dave Turner, Tony Mesa and Mary Ann McCormick

Guests: Melina Alford and Nate Jonjevic

A quorum was declared present and the meeting was called to order at 7 pm. Brian Morris made a motion to approve the February 19, 2024 minutes. Evan Gorrell seconded and the motion passed.

Reports of Officers:

President – Robbie met with Mayor regarding inviting potential members to a couple of meetings before being appointed. Mayor thought it was a great idea and will implement it. Also, talked to Barb Keogh regarding painting the wall in alley off 63rd Street. She needs to speak with Missy at City Hall before she can continue with anything.

Vice President – no report

Reports of Standing & Special Committees:

Personnel – no report

Finance – no report

Program - no report

Buildings & Grounds – no report

Main Street – nothing to report on Parks

Staff Reports:

Director – a written report was distributed.

Superintendent of Parks - a written report was distributed.

Recreation - a written report was distributed.

BMX Update: Nate said that Lance McGuire from Dirt Trendz will be coming back this week or next to finish up the dirt work at the track. They are adding about 20' to the 3rd & 4th straights and constructing a new 3rd turn. They have received approx. \$65,000 in dirt donations and are now looking for monetary donations of at least \$500 to \$1000.

New Business:

1. Brian Morris made a motion to rename the 53rd St. park to D. Terry Copeland Park, after the former Park Board member and City of Raytown volunteer. Dave Thurman seconded and the motion passed.
2. Bids were received on March 13, 2024 for the 53rd St. Demolition project. We received two incomplete bids: Mega KC (did not sign one of the forms) and Highway Enterprises (bid bond was not received). Also, George Butler Assoc. had a typo on the bid bond paperwork. Both companies were given the chance to sign a corrected bid bond. As of today, we still have not received the bid bond from Highway Enterprises. Dave Thurman made a motion to reject both bids and rebid the project. Patrick Nelson seconded and the motion passed.
3. Brian Morris made a motion to adjourn at 8:10 pm. Jules Sneddon seconded and the motion passed.



Budget Report

Account Summary

For Fiscal: 2023-2024 Period Ending: 04/30/2024

		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	0.00	150,149.84	-219,850.16	59.42 %
201-00-00-100-46102	Investment Income	17,000.00	17,000.00	0.00	15,101.29	-1,898.71	11.17 %
201-00-00-100-46401	Miscellaneous Revenue	0.00	0.00	0.00	78.00	78.00	0.00 %
201-92-00-000-42122	Credit Card Processing Fee	968.00	968.00	84.39	402.46	-565.54	58.42 %
201-92-00-100-41101	Real Estate Tax	559,998.00	559,998.00	0.00	480,038.30	-79,959.70	14.28 %
201-92-00-100-41102	Personal Property Tax	107,184.00	107,184.00	0.00	76,634.28	-30,549.72	28.50 %
201-92-00-100-41104	Delinquent Real Estate Taxes	12,000.00	12,000.00	0.00	6,083.93	-5,916.07	49.30 %
201-92-00-100-41105	Penalties	9,900.00	9,900.00	0.00	4,317.57	-5,582.43	56.39 %
201-92-00-100-41106	EXCESS PROCEEDS	0.00	0.00	0.00	439.02	439.02	0.00 %
201-92-00-100-41107	Railroad & Utilities Tax	19,700.00	19,700.00	0.00	18,500.32	-1,199.68	6.09 %
201-92-00-100-41108	Replacement Tax	28,500.00	28,500.00	0.00	32,740.70	4,240.70	114.88 %
201-92-00-100-41110	Circuit Breaker Refund	-680.00	-680.00	0.00	-260.74	419.26	38.34 %
201-92-00-100-41111	Delinquent Property Tax Revenue	9,700.00	9,700.00	0.00	8,084.38	-1,615.62	16.66 %
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	0.00	11,257.20	-18,742.80	62.48 %
201-92-00-100-46303	Gain on sale of Fixed Asset	15,000.00	15,000.00	0.00	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	2,100.00	13,823.46	-11,176.54	44.71 %
201-92-00-100-47110	Sports Field Rental Fees	1,500.00	1,500.00	720.00	3,946.29	2,446.29	263.09 %
201-92-00-100-47116	Vending Machine-Kenagy	1,200.00	1,200.00	0.00	149.90	-1,050.10	87.51 %
201-92-00-100-47204	Team Sports League	24,000.00	24,000.00	982.00	992.00	-23,008.00	95.87 %
201-92-00-100-47220	Donations	11,000.00	11,000.00	1,500.00	2,100.00	-8,900.00	80.91 %
201-92-00-100-47425	Other Income	0.00	0.00	115.14	12,617.14	12,617.14	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	5,501.53	840,970.34	-1,989,999.66	70.29%
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	0.00	13,704.93	19,895.07	59.21 %
201-92-00-100-51102	Civilian Employees	489,668.00	489,668.00	17,229.08	222,442.52	267,225.48	54.57 %
201-92-00-100-51106	Part Time Employees	26,250.00	26,250.00	0.00	1,022.55	25,227.45	96.10 %
201-92-00-100-51111	Civilian Employees Overtime	7,075.00	7,075.00	110.64	1,351.02	5,723.98	80.90 %
201-92-00-100-51206	Life Ins	1,086.00	1,086.00	0.00	522.60	563.40	51.88 %
201-92-00-100-51212	Deferred Compensation - 401 A	2,963.00	2,963.00	152.66	1,834.60	1,128.40	38.08 %
201-92-00-100-51214	Civilian Pension - LAGERS	69,533.00	69,533.00	2,404.15	31,804.57	37,728.43	54.26 %
201-92-00-100-51215	Health Insurance	76,849.00	76,849.00	2,813.16	30,817.98	46,031.02	59.90 %
201-92-00-100-51218	Med Exp - HSA contribution	6,000.00	6,000.00	0.00	1,853.64	4,146.36	69.11 %
201-92-00-100-51220	Dental	5,271.00	5,271.00	185.64	2,033.22	3,237.78	61.43 %
201-92-00-100-51221	Vision	996.00	996.00	40.52	443.68	552.32	55.45 %
201-92-00-100-51225	FICA	40,390.00	40,390.00	1,243.50	16,446.61	23,943.39	59.28 %
201-92-00-100-51231	Auto Allowance	4,980.00	4,980.00	0.00	2,075.00	2,905.00	58.33 %
201-92-00-100-51238	Phone Allowance	3,360.00	3,360.00	0.00	1,400.00	1,960.00	58.33 %
201-92-00-100-51240	Workers Compensation Insurance	18,583.00	18,583.00	0.00	9,510.25	9,072.75	48.82 %
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	181.77	527.90	2,922.10	84.70 %
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	1,021.98	27,023.36	67,676.64	71.46 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 04/30/2024

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
201-92-00-100-53301 Fuel	15,000.00	15,000.00	0.00	3,359.39	11,640.61	77.60 %
201-92-00-100-53101 Postage	500.00	500.00	0.00	1.83	498.17	99.63 %
201-92-00-100-53241 Printing & Promotions	1,500.00	1,500.00	0.00	210.18	1,289.82	85.99 %
201-92-00-100-53301 Dues & Memberships	2,900.00	2,900.00	0.00	765.00	2,135.00	73.62 %
201-92-00-100-53401 Electricity	38,000.00	38,000.00	0.00	11,675.61	26,324.39	69.27 %
201-92-00-100-53411 Gas	3,300.00	3,300.00	0.00	2,601.42	698.58	21.17 %
201-92-00-100-53421 Water	7,700.00	7,700.00	0.00	2,039.80	5,660.20	73.51 %
201-92-00-100-53431 Telephone	7,200.00	7,200.00	0.00	2,216.58	4,983.42	69.21 %
201-92-00-100-53500 Equipment Expense	1,700.00	1,700.00	0.00	42.86	1,657.14	97.48 %
201-92-00-100-53600 Repair & Maintenance Services	1,500.00	1,500.00	0.00	225.00	1,275.00	85.00 %
201-92-00-100-53644 Computer Services	9,000.00	9,000.00	208.10	942.40	8,057.60	89.53 %
201-92-00-100-53701 Education and Training	3,400.00	3,400.00	0.00	830.00	2,570.00	75.59 %
201-92-00-100-53711 Meals & Travel	1,350.00	1,350.00	0.00	715.14	634.86	47.03 %
201-92-00-100-53913 General Liability Insurance	44,000.00	44,000.00	0.00	19,671.95	24,328.05	55.29 %
201-92-00-100-53961 Bank Charges	4,300.00	4,300.00	0.00	1,509.68	2,790.32	64.89 %
201-92-00-100-53999 Miscellaneous Contractual	136,800.00	136,800.00	2,531.00	9,625.25	127,174.75	92.96 %
201-92-00-100-54500 Recreational Programming	51,800.00	51,800.00	0.00	6,636.76	45,163.24	87.19 %
201-92-00-100-55000 Vehicle Expense	9,800.00	9,800.00	116.26	2,120.97	7,679.03	78.36 %
201-92-00-100-57000 Capital Expenditures	29,000.00	29,000.00	0.00	0.00	29,000.00	100.00 %
201-92-00-753-57000 Capital Expenditures - LWCF	912,000.00	912,000.00	0.00	1,808.00	910,192.00	99.80 %
201-92-00-754-57000 Capital Expenditures - Omnibus (Su	100,000.00	100,000.00	0.00	10,618.28	89,381.72	89.38 %
201-92-00-755-57000 Capital Expenditures - Omnibus (Ke	1,000,000.00	1,000,000.00	0.00	9,602.50	990,397.50	99.04 %
Expense Total:	3,299,004.00	3,299,004.00	28,238.46	452,033.03	2,846,970.97	86.30%
Fund: 201 - PARKS & RECREATION Surplus (Deficit):	-468,034.00	-468,034.00	-22,736.93	388,937.31	856,971.31	183.10%
Report Surplus (Deficit):	-468,034.00	-468,034.00	-22,736.93	388,937.31	856,971.31	183.10%

Budget Report

For Fiscal: 2023-2024 Period Ending: 04/30/2024

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	5,501.53	840,970.34	-1,989,999.66	70.29%
Expense	3,299,004.00	3,299,004.00	28,238.46	452,033.03	2,846,970.97	86.30%
Fund: 201 - PARKS & RECREATION Surplus (Deficit):	-468,034.00	-468,034.00	-22,736.93	388,937.31	856,971.31	183.10%
Report Surplus (Deficit):	-468,034.00	-468,034.00	-22,736.93	388,937.31	856,971.31	183.10%

Budget Report

For Fiscal: 2023-2024 Period Ending: 04/30/2024

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	-22,736.93	388,937.31	856,971.31
Report Surplus (Deficit):	-468,034.00	-468,034.00	-22,736.93	388,937.31	856,971.31



Fund Balance Report

As Of 04/11/2024

Fund	Beginning Balance	Total Revenues	Total Expenses	Ending Balance
201 - PARKS & RECREATION	1,074,511.00	840,970.34	427,853.68	1,487,627.66
Report Total:	1,074,511.00	840,970.34	427,853.68	1,487,627.66

Raytown Parks & Recreation Department
Director's Report
April 15, 2023

BOA - We will need to present our LWCF bid results on the second meeting in May to continue with the 53rd ST demo project. We will need to get the BMX grant to the BOA if approved by the Park Board.

53rd ST property LWCF - We have re-posted the bid documents for the 53rd ST demo project, with the bid running April 10th- May 1st. We did talk with the two previous bidders and both have said that they will bid again. We also received feedback from other contractors who did not bid the first time, who said that they were interested in the project. Tony has reached out to other possible bidders since this project is being rebid.

OMNIBUS - I have been submitting our environmental documents, and working through their environmental worksheets. There are embedded links for each question where I then upload our documents provided by GBA engineers. Once our HEROS information has been completely submitted we should move on to the DRGR reporting webpage for HUD. I have been making progress through the environmental reporting but it is slow going.

Mowing contractor 2024 - We started the mowing contractor a week earlier than normal, being the last week in March. Mowers Ahead has been doing a decent job, but they are still learning the boundaries of the park properties and where to mow/not mow. Overall this has been a smooth start, but we may have to bid again next year as the contractor came in with a very low bid for the 2024 mowing season.

Tree City/TRIM - The work and reporting for the TRIM grant are complete and we should get back 90%+ of our investment. We have also been awarded our 21st Tree City designation through the USA Arbor Day Foundation. Due to a scheduling conflict our Arbor Day tree planting has been moved to April 17th at 1PM at Kritser Park. The Raytown Garden club did agree to pay 50% of the cost of the Tri-colored Beech that will be planted.

George Butler & Associates - We have been working with GBA staff to update the bid for LWCF grant project work at 53rd ST, and how to coordinate with Public Works to update their sanitary sewer line project to take place concurrently.

Security after curfew - We have contacted our security contractors Metro Public Safety and what our expectation are for the 2024 spring/summer season. Our after curfew checks start April 15th.

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 have added infield ag lime on the fields, and have removed four Ash trees. The little league will pay \$2,500 toward the asphalt repair, and Parks will cover the rest. We expect to need around \$3,500-\$4,000 in asphalt material. This will be a shared effort with Parks and Public Works staff which will be done in-house.

Sports & Special Events- We are still seeking applications for this high demand staff position. I have interviewed two candidates and have sent one on for a background check.

Sales Tax Revenue- April Sales Tax was \$31,011.48.



April 2024

PARK MAINTENANCE REPORT



Horticulture / Right of Way

We are continuing to work on limb cleanup throughout the park system. We completed a sweep of Little Blue Trace, Kenagy and Colman and will be throughout the spring storm season.

We have completed the 2024 TRIM grant walk through and should be in good shape for our reimbursement.

The Davey Tree inventory has been completed and we have the completed work with access to the online database.

Park Maintenance

We have completed annual maintenance of equipment and preparations for the mowing season.

We have completed repairing and repainting two of the welcome to Raytown signs and the last one is ready to reinstall.

We are prepping the serving tables at shelter houses for painting and if the weather cooperates we will be painting them in the next couple weeks..

Restrooms have been put back together, cleaned and we will be painting some of them through the remainder of the spring.

LBT and BMX have been de-winterized and are back in service.

Raytown Main Street Association
April 2024
Robbie Tubbs

The Egg-ravaganza was a great success. Everyone enjoyed watching the parade, and egg hunt was fun for everyone. They netted \$2,200 profit. Next year, they will have to find a better sound system. The one they used this year was not loud enough. Next year, they will go back to four fields, set up by age.

The community gardens at the horse stables have been tilled. The RMSA will start renting out the beds later in April. The cost will be \$25 for the season. They have put in a water collection system so the gardeners can use rainwater.

The Black and White Piccadilly netted \$7,200, as of April 1.

Chiki Thompson said Neal is willing to have a mural on the old water company building, facing the UMB. April said she had looked at having a mural on the building next to her, but the paint keeps peeling.

The company that will be performing the Land Use Comprehensive Study wants to set up focus groups. The RMSA has been asked to participate.

Agenda item 1

Raytown BMX Grant request

Raytown BMX Requirements for Request of Funds

Fiscal Year 2024

1. Financial reporting on the 2023 Fiscal year:
 - Beginning Balance: \$5,736.38
 - Ending Balance: \$74,117.93
 - IRS reporting documents are not yet available. Our docs were submitted to Allison Mott, CPA in February. We're waiting for her firm to complete a 990 form and assemble financial statements.
2. Certificate of Insurance showing Raytown Parks & Recreation as additionally insured attached. Effective 03.01.24 through 03.01.25.
3. 2024 Budget Funding Amount Requested: **\$35,000.00**. See attached Operating Budget for details.
4. 2024 Schedule:
 - Regular Schedule:
 - Practice will be held Mondays from 6:30 to 8:30PM, the last week of April through the last week of November, weather permitting.
 - Races will be held Thursdays with sign-ups from 6-7PM, the last week of April through the last week of November, weather permitting.
 - Special Events:
 - Burlin Harris' Supercamp June 13th, 14^h, 15th, 16th.
 - Missouri State Qualifier Double Point Race August 10th
 - Gold Cup Qualifier Triple Point Race August 11th. (The track would like to offer RV Camping this weekend to generate revenue).
 - Bob Warnicke Scholarship Double Point Race TBD
5. Proof of Maintaining 501(c)(3) status. (See explanation below No. 1 – awaiting return of financials from CPA)
6. Track Maintenance and Improvements. Three-year plan:
 - 2023 – Raytown BMX focused on hosting the 2023 USABMX Mid-America Nationals in July. The facility was thoroughly cleaned, and small beautification improvements were made. The team focused on repairing equipment where deferred maintenance was an issue and planned for the half-track rebuild scheduled for early 2024. The Board opted to remove the pump track to limit future safety issues and long-term maintenance costs.
 - 2024 – The year started with the removal of the third turn and the third and fourth straights. Track builder Lance Maguire and his finisher roughed in approximately 65-70% of the build and then were forced to go home due to heavy rain. He and his finisher returned the week of April 1 to complete the build. He located the new turn back approximately 20 to 25 feet further back than the original which lengthened both new straights. The pro set was removed to allow for a much improved third straight which will be challenging to all skill levels. During this same time, the track team removed the pump track and leveled the area where it was situated. The track would like to capitalize on the newfound space and install a mobile 3 station restroom. The track would also like to purchase and install a digital timing system so that it is in place by the 2025 Mid-America Nationals we hope to again host. A Code of Conduct will be implemented in April 2024.
 - 2025 – The track's start gate is getting old and worn and is dangerous when compared to models currently available. The track is interested in removing the existing gate and replacing it with a ProStart Pneumatic barrel type safety gate. This is to prevent any accidents from occurring, to improve reliability given the track's increased use, and to make the track more attractive to new, younger riders.
7. Minutes from our 03.27.2024 Raytown BMX Association Meeting are attached.
8. Water & Winterization. Please turn the water service on in early April and winterize the concessions building in mid/late November.

2024 Proposed Operating Budget		
01.01.2023 START Balance	\$ 5,736.38	
12.31.2023 END Balance	\$ 74,117.93	
NET Revenue for 2023	\$ 68,381.55	
CURRENT Balance (as of 04.11.2024)	\$ 57,459.29	
Revenue		
	2023	2024
Registration & Memberships (Merchant Fees and Race Fees Incl.)	\$ 44,310.00	\$ 40,000.00
Standard Concessions	\$ 12,318.00	\$ 12,500.00
Donations & Sponsors	\$ 2,220.00	\$ 3,000.00
National Practice Registratrion & Pump Track	\$ 5,840.00	\$ -
USABMX Track Rental	\$ 3,000.00	\$ -
National Parking	\$ 13,970.00	\$ -
National Camping	\$ 8,250.00	\$ 2,000.00
National Concessions	\$ 8,651.00	\$ -
Clinics	\$ 10,115.00	\$ 9,000.00
Track Rentals (Training & Birthday Parties)	\$ 2,250.00	\$ 2,400.00
Raytown Parks & Rec. Department Grant	\$ 35,000.00	\$ 35,000.00
Total Revenue	\$ 145,924.00	\$ 103,900.00
Expenses		
	2023	2024
Fuel	\$ 1,004.00	\$ 2,500.00
Equipment Repair	\$ 3,647.00	\$ 1,500.00
Waste Removal	\$ 1,627.00	\$ 840.00
USABMX Memberships & Race Fees	\$ 8,715.00	\$ 8,700.00
Awards	\$ 6,890.00	\$ 9,500.00
Electricity	\$ 2,316.00	\$ 2,500.00
Merchant Account Fees (Square, Authorize.net, etc.)	\$ 4,483.00	\$ 3,500.00
Outdoor Restrooms	\$ 5,462.00	\$ 2,000.00
Events (End of Year Banquet, Novice Series, etc.)	\$ 1,832.00	\$ 1,400.00
Materials - Track & Grounds	\$ 9,903.00	\$ 10,000.00
Subscriptions (MS 365, etc.)	\$ 220.00	\$ 220.00
Postage and Printing	\$ 473.00	\$ 473.00
Concessions Supplies (Total)	\$ 13,329.00	\$ 8,000.00
Equipment Rentals	\$ 1,174.00	\$ 12,675.00
Internet Hotspot	\$ 373.00	\$ 373.00
Security	\$ 544.00	\$ 544.00
Services (Supercamp, Supercamp Deposit, Trainers, Track Builders)	\$ 15,550.00	\$ 11,500.00
Total Expenses 2023	\$ 77,542.00	
Sqorz Digital Timing System		\$ 8,000.00
Vimar 3 Station Restroom Trailer		\$ 27,000.00
Concessions Upgrades (Grill, Air fryer, Shelving)		\$ 600.00
Asphalt for 3rd Turn		\$ 25,000.00
Total Expenses 2024		\$ 136,825.00

2024 Half Track Rebuild	
Expenses	Actual
Equipment Rental (to date)	\$7,675.25
Lance Maquire Tracks/Dirtrenz	\$7,125.56
Fuel	\$961.66
Materials	\$507.52
Total (to date)	\$16,269.99
Equipment Rental (future)	\$5,000.00
Fuel (future)	\$750.00
Asphalt	25,000.00
Total (Proposed)	\$47,019.99

Client#: 1067930

AMERIBIC1

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/28/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: USI Insurance Services LLC, 2375 E. Camelback Rd, Suite 250, Phoenix, AZ 85016. CONTACT NAME: Misty Klemme, PHONE: 602-749-4112, E-MAIL ADDRESS: misty.klemme@usi.com. INSURER(S) AFFORDING COVERAGE: Philadelphia Indemnity Insurance Co. (NAIC # 18058), Benchmark Insurance Company (NAIC # 41394).

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSR, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include Commercial General Liability, Automobile Liability, Umbrella Liability, Workers Compensation and Employers' Liability, and HAPD/Leased/Rented Equipment.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) The General Liability and Automobile policies include an automatic Additional Insured endorsement that provides Additional Insured status to the Certificate Holder only when there is a written contract that requires such status, and only with regard to work performed on behalf of the named insured. The General Liability policy contains a special endorsement with "Primary and Noncontributory" wording, when required by written contract. The General Liability and Automobile Liability policies provide a Waiver of (See Attached Descriptions)

CERTIFICATE HOLDER: RAYTOWN BMX, 440 W. Gregory Blvd, Kansas City, MO 64114-0000. CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: [Signature]

Client#: 1067930

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PRODUCER: USI Insurance Services LLC, 2375 E. Camelback Rd, Suite 250, Phoenix, AZ 85016
CONTACT NAME: Misty Klemme, PHONE (A/C, No, Ext): 602-749-4112, FAX (A/C, No):
E-MAIL ADDRESS: misty.klemme@usi.com
INSURER(S) AFFORDING COVERAGE: INSURER A: Philadelphia Indemnity Insurance Co. NAIC #: 18058
INSURER B: Benchmark Insurance Company NAIC #: 41394

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSR, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include Commercial General Liability, Automobile Liability, Umbrella Liab, Workers Compensation and Employers' Liability, and HAPD.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The General Liability and Automobile policies include an automatic Additional Insured endorsement that provides Additional Insured status to the Certificate Holder only when there is a written contract that requires such status, and only with regard to work performed on behalf of the named insured.

CERTIFICATE HOLDER: City of Raytown Parks & Recreation Department, 5912 Lane, Raytown, MO 64133-0000
CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: [Signature]

Raytown BMX Association Meeting
Summit Pizza, Lee's Summit, MO
7:30PM March 27, 2024

Attendance:

- Board of Directors: Nathan Jonjevic, Hector Loreda, Ryan Tyler
- Volunteer Committee: Brandy White, Michael Shingleton, Justin Svoboda, Kristen Little, Brian Little, Matt Hogue, Damien Hobbs, Chuck Mizell

Nathan Jonjevic opened the meeting at 7:45PM. Minutes from the previous Association meeting were accepted.

Nathan asked Hector to provide an update on the track rebuild. Hector explained that everything was on track for the rebuild work to restart. Lance Maguire, the track builder from Dirtrendz, will be returning the evening of Monday 04.01.24 and is again arranging for his finisher Cole Baxter to be with him to complete the rough in.

Hector explained that all the arrangements were made for equipment to be dropped off that week. Foley Equipment is delivering a large CAT wheel loader Monday 04.01.24. They are honoring the first week's rental; the remaining operating hours will be supplied. Once the straights are roughed in, volunteers will be needed to lay crushed limestone and prepare for glue. We're aiming to open the track mid/late April. The weather delay may mean that the track postpones opening day by approximately one week.

Nathan provided further context for the status of the rebuild. He explained that Lance and Cole were about 60-70% finished with their build work. They could not finish. The excessive rain Wednesday March 6 forced the pair to go home. The track, grounds around the track, and dirt was far too wet.

Nathan gave the group an update on the Raytown Parks & Recreation Department Board meeting he attended on Monday March 18. He explained that he updated the Parks & Rec. Board on the rebuild, that he was holding off to present the 2024 operating budget until the next meeting in mid-April. Nathan needed additional time to obtain pricing for items for which we will request funding. He will give Dave Turner the dates for the State and Gold Cup Qualifier races so that we can arrange to offer RV camping at the track. It's a great opportunity to generate revenue.

Nathan told the group that James Luptak will be giving CPR and First Aid training to track volunteers. Damien Hobbs is interested in possibly assisting. To date the Track has not facilitated CPR training for volunteers.

Brandy White provided an update on the concessions stand. She's adding several menu items including French fries, chicken nuggets, and chicken sandwiches to provide more variety, increase sales, and lessen the amount of food that is left unsold. Menu items that did not consistently sell well in 2023 will be removed. She and Hector will be arranging for the purchase of a new grill and an air fryer. Brandy is intending to recruit more volunteers for the upcoming season. Michael Shingleton recommended offering special meat options, such as barbecue, for the bigger race events. That will be discussed as those events draw near.

Nathan presented the idea of a strategic planning session – a longer meeting where the track's leadership will plan with the intention of promoting long term growth. We will address the development of our organizational culture, branding for merchandise, beautification, formal fundraising, etc.

Raytown BMX Association Meeting
Summit Pizza, Lee's Summit, MO
7:30PM March 27, 2024

Chuck Mizell noted that he will talk to the Raytown Chamber of Commerce on how the track can be more involved. He continued mention that we may want to consider improving our signage on Frost and Noland Roads to make the track more visible.

Nathan presented the idea of establishing a formal Code of Conduct that will be visibly located at each of the track's entrances presented in such a way that entering the facility constitutes agreement to the CoC. Everyone agreed that it's a good idea.

**** DRAFT ****

Raytown BMX Code of Conduct

Raytown BMX is a volunteer-run organization dedicated to promoting the sport of BMX. We insist on good behavior and respectful competition from all riders, parents, guardians, coaches, and spectators at all times.

Every person entering this facility is expected to abide by the Raytown BMX Code of Conduct which is detailed below. ***Passage through the facility gates automatically signals agreement and adherence with these community rules, and the full assumption of one's own actions.***

- All riders, parents, guardians, coaches, spectators, and officials must conduct themselves in such a manner as to reflect the ideals of good sportsmanship.
- All riders, parents, guardians, and coaches must adhere to the sanction rules set forth by USA BMX.
- Bullying, intimidation, or menacing of any kind (physical, verbal, mental, emotional, or via social media or any other form of digital communication) will not be tolerated.
- Raytown BMX forbids discrimination based on gender, race, class, sexual orientation, ethnicity, religion/faith tradition, or any other social identity.
- The use of obscene, aggressive, and/or volatile language by anyone is prohibited.
- All riders, parents, guardians, and coaches are expected to show courtesy to track officials and volunteers, and adhere to any requests or direction without altercation.
- Any views, opinions, and/or disputes must be expressed without contempt for or toward others.
- Riders should never be punished or abused for struggling, losing, or making mistakes. Child and youth racers in particular should be encouraged to race for their enjoyment and growth, not to satisfy their parents, guardians, or coaches.
- Riders will be held accountable for the actions of their parents, guardians, coaches, and any other persons in their company at a BMX competition or event.
- Social media communications via the Raytown BMX Facebook page, Instagram account, email, or phone, should be restricted to track and racing matters. Messages and engagements must not offend, intimidate, humiliate, or harass any rider, volunteer, official, or those associated with the track or be misleading, false or injure the reputation of community members.
- Persons entering Raytown BMX must respect all facilities, equipment, and associated track property. Destruction or vandalizing of property will result in severe and immediate consequences.

Disciplinary Action

Raytown BMX reserves the right to withdraw a rider from an event if the rider, parent, guardian, caregiver, coach, or an associate is found to have violated this Code of Conduct. Egregious and/or repeated violations will lead to suspension and possible permanent expulsion from the facility. If necessary, we will also notify USA BMX of especially offensive incidents.

At the discretion of the track director and based on the severity of the offense, violators of the Raytown BMX Code of Conduct may be subject to any of the following:

1. **Verbal warning:** If the offender is under the age of 18, this warning will be issued to their parent or guardian.
2. **Written warning:** If the offender is under the age of 18, this warning will be issued by the Track Operator to them and their parent or guardian. The associated document must be signed by the offender and their parent or guardian and returned before the next event.
3. **Suspension for three (3) events:** This notification will be made verbally, either in person or by phone within 24 hours of the infraction. The offender is then suspended for the next three (3) regularly scheduled events.
4. **Extended suspension:** The offender is suspended for at least one year, and may be subject to indefinite local (and possibly national) suspension.

Any act deemed to be detrimental to the image, culture, or climate of the track, the safety of other riders, parents, track officials, volunteers and spectators, or failure to respect and/or comply with a track official's directions or decision may result in immediate suspension at the decision of the Track Operator.