

AGENDA

RAYTOWN PARKS & RECREATION BOARD

Monday, July 17, 2017
Park Office, 5912 Lane, Raytown
7:00 PM

I. Call to Order

II. Public Participation

Welcome-Park Board members Janette Guenther, Kimberly MontsDeOca

Approval of Minutes – June 19, 2017 Regular Meeting

III. Reports of Officers

President – Terry Copeland

Vice President – Chris Rathbone

IV. Reports of Standing & Special Committees

Personnel – Open

Finance – Chris Rathbone

Program – Danielle Miles

Buildings & Grounds – Mike Hanna

Rice-Tremonti – Dave Thurman

V. Staff Reports

Director – Kevin Boji

Superintendent of Parks - Ron Fowler

Recreation Report - Dave Turner

VI. New Business

1. Park Shop Siding Bid
2. Fountain Bid
3. Other Business

VII. Adjourn

VIII. Announcements

- Next Meeting: Monday, August 21, 2017 7 PM Park Office

**Raytown Park Board
Minutes
June 19, 2017**

Attendance:

Park Board: Terry Copeland, Chris Rathbone, Dave Thurman, George Mitchell, Robbie Tubbs and Danielle Miles.

Staff: Kevin Boji, Ron Fowler, Dave Turner & Mary Ann McCormick

Guests:

1. Brianna Burrichter, Finance Director, spoke about debt financing. She suggested the Parks Department try and pass a sales tax and then save money for a couple of years before we do debt financing. Let the voters know what projects you want to complete with the sales tax and give them a timeline. The other option would be to raise the property tax for parks but we would most likely have to double the amount to make any sense. That is not a good solution.
2. Kathleen Seymour asked about opening Super Splash again. She was told that we just don't have the money to open Super Splash as it was and that we will need community support to pass a sales tax to upgrade the parks and decide what to do with Super Splash in the future.

Terry Copeland read a proclamation for Ron Fowler for his 30 year anniversary with the Parks Department. Terry thanked Ron for his tenure with the parks department. Cake was served.

A quorum was declared present and the meeting was called to order. The minutes from May 15, 2017 were approved as written.

Reports of Officers:

President – Terry reported that people are using the disc golf tees in Minor Smith Park. Suggested we put 3 in Kenagy and 3 in Southwood park.

Vice President - no report

Reports of Standing & Special Committees:

Personnel - no report

Finance – Chris talked about #raytownrocks. People paint rocks and put around town and people go around and find them.

Program - no report

Buildings & Grounds – no report

Rice Tremonti – Dave reported they had some storm damage to trees, but Parks has taken care of it. Revenue to date for renting out home is \$3125. Received a grant from Truman Heartland for \$4,000 to do some plaster work.

Staff Reports:

Director – Kevin reported that the City Cleanup Day has been cancelled and they are pushing the cleanup vouchers. Rotary Club has purchased a bench to put beside the Raytown Rotary Little Free Library and parks will install.

Superintendent of Parks – a written report was distributed. Trash pickup in all the parks is taking a lot longer than usual, people just aren't using the trash cans and throwing it on the ground.

Recreation Report: Jungle Book will be shown on Friday, June 23 at Kenagy Park and the fishing derby was well attended.

New Business:

1. Robbie Tubbs made a motion to nominate Terry Copeland as President. George Mitchell seconded and the motion passed. Danielle Miles made a motion to nominate Chris Rathbone as Vice President. Dave Thurman seconded and the motion passed.
2. Second Saturday Event Plan – Chris Rathbone made a motion to have a small event in late September or early October at Kenagy Park. Dave will see about getting a local band to come play. Danielle Miles seconded and the motion passed.
3. Pet Safe Dog Park Grant – Kevin has sent a paperwork in for the grant. We just need to get a couple of letters of recommendation from community and take pictures of the area. The area would be beside the REAP building at 9300 E. 75th Street. Terry Copeland would like to see a cost estimate of what the parks departments costs would be to build a dog park.
4. George Mitchell made a motion to table the discussion the fountain for Kenagy Park until the July meeting to see where we are financially. Danielle Miles seconded and the motion passed. We received bids for 4 different fountains ranging from \$9600 to \$14,500 not including installation.
5. Robbie Tubbs made a motion to turn water on at Super Splash so that we can water the grass. Chris Rathbone seconded and the motion passed.
6. George Mitchell made a motion to adjourn. Danielle Miles seconded and the motion passed.

Parks & Recreation Department Activity Report

Date: 7-14-17

- Each week staff performs playground safety inspections, repairs park equipment, cleans and sanitizes park restrooms, removes trash and conducts park equipment and facility inspections and maintenance.
- Raytown Arts & Music Festival sponsors are needed. Brewer & Shipley will once again be returning to perform in Raytown, their home town.
- Movies in the Park-Free. Fridays-July 21, August 18 at Kenagy Park at dusk. The July 21 free movie is "Sing". The August 18 movie is "Kubo and the Two Strings."
- Adult & Youth Tennis Leagues throughout the summer. Hilltop Racquet Club provides league instructors for the program.
- Raytown Parks and Recreation Department offers tickets to World/Oceans of Fun, Silver Dollar City and Schlitterbahn Water Park are available at discounted rates at the Parks Office, 5912 Lane, Raytown is association with the Missouri Parks and Recreation Association.
- Stop by Colman Park at 5912 Lane in Raytown to enjoy 50+ adult softball leagues on Mondays and adult softball on Wednesday nights. Spectators are always welcome and it's free.
- Little Blue Trace Park Bike/Walk Trail-Final grading, seeding and fence installation are complete. 50 trees will be planted during the fall planting season. The trail is a section of the Little Blue Trace 10' wide concrete connector trail at 87th & 350 Hwy.

PARKS & RECREATION FACTS:

- Parks and recreation provide a **safe place for kids** and are one of the largest providers of care during out-of-school times (after school, before school, weekends, holidays and the summer).
- People who use parks and open spaces are 3 times more likely to achieve the recommended levels of physical activity than non users.
- 73% of adults believe parks, trails, and open space are an essential part of the healthcare system.
- Parks and recreation are great places to **walk, hike and bike**, maybe even pick up a new activity like skateboarding or pickleball.
- Community parks and recreation is one of the highest and **best forms of 'public good'**— the right to enjoy your life, your health, and your liberty.
- Parks can **revitalize underserved communities** transforming them into vibrant destinations. Parks can even boost local economies – from improving property values to attracting new businesses.
- Older adults engage in over 3.5 times more physical activity in parks with walking loops.

Park Maintenance Report

July 2017

Horticulture / Right of Way

Garret Baxter our Landscape Technician has resigned. His last day of work at the department was 6/30/17 and his termination date was 7/8/17. Job announcements have been posted. We will do our best to keep the ship afloat but this departure will have an immediate impact, especially at this time of year.

Brian has been weeding flower beds; applying weed control and now watering something most days. Remaining staff is trying to assist as needed.

Park Maintenance -

The North side of the LBTRA concession has been vandalized. They apparently gained access through the concession window. Staff has welded a new 3/16" sheet of sheet metal over this opening. We are hopeful that this will be an improvement in protection.

A number of stones were reinstalled on the Kenagy Pond retaining wall. They were cleaned and then glued back in place. Over 65 stones have been reapplied.

The 4th of July holiday thankfully did not present any huge concerns. As always, no one minds the NO FIREWORKS signs. I would guess it took over 16 hours to clean parking lots, bathrooms and shelters. Not the worst year, but not the best year either. I would strongly suggest that we consider renting shelter number 5 on the East side of Kenagy Park. It is used frequently on weekends, and holidays and we just well be paid for cleaning up the mess.

A new bench has been added adjacent to the Rotary Book Barn. The Raytown Rotary paid for the improvements and staff installed a cement pad and bench.

We are still looking for a seasonal maintenance position. Currently, Alan and I are rotating the weekend shift work which includes shelter house and bathroom maintenance along with litter control and doubling up when needed or on holidays.

Raytown Parks & Recreation

Park Board Recreation Report

Submitted by: Dave Turner

July 14, 2017

Softball

Our 50+ leagues are now starting the Summer/Fall sessions at Colman Park. The Coed league is in need of a new score keeper, and I'm hoping we get someone with a decent work ethic to complete the 10 game schedule in mid August so that we can offer a fall league in August and September.

Movie in the Parks

Our movie this month is Sing, and will play Friday July 21st at Kenagy Park. We are hoping for good weather and volunteers from Spring Valley Baptist will be there to hand out drinks and treats to those in attendance. They were also involved in the June movie, and helped make the event better for everyone.

Raytown City Newsletter

The next issue of the city newsletter will be coming out in late September, with all information to be turned in by the end of this month. This completely misses all of our late summer/early fall programs and events, and is horrible timing. The estimated issue date will hit the 4 days of basketball registration, if it is on time.

Raytown Arts & Music Festival

I am still trying to gather artists, and now have changed gears to the advertising and promotion of the event. I am working with Sarah Higgins of H&H Color Labs to design our banners. Dick Smith Ford is still up in the air at this point with their sponsorship, but we will move on whether they come through or not. I will be sending out final details on set up and day of responsibilities to the artists and vendors how participate in the event in the next couple of weeks. S.E.C.T. will be setting up the stage on Friday night, as they did for us last year. I will also set up overnight security to protect the stage and to help with our set up time on Saturday. Brewer & Shipley will be our headliners, and we will have a lot of bands throughout the day, more than we normally have had in the past. As of now we are looking good for the event.

Raytown Baseball

The season should be over as of July 25. I will be making contact with the association as there are still bills to be paid and keys/deposits/equipment to take care of for them to close out the season. I will set up a meeting with them to finalize the 2017 use of Little Blue Trace Park, and so we can see what needs to change from last year.

Basketball

I have a meeting on Tuesday July 18 with the school district to reserve and plan facilities for the upcoming fall basketball season.



City of Raytown, MO

Fund Balance Report

As Of 07/10/2017

Fund	Beginning Balance	Total Revenues	Total Expenses	Ending Balance
201 - PARKS & RECREATION	739,965.05	780,819.75	555,997.79	964,787.01
Report Total:	739,965.05	780,819.75	555,997.79	964,787.01



Budget Report Account Summary

For Fiscal: 2016-2017 Period Ending: 07/31/2017

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 201 - PARKS & RECREATION							
Revenue							
201-00-00-001-41206	TIF - EATS	-57,750.00	-57,750.00	0.00	-37,149.54	20,600.46	64.33 %
201-00-00-100-41205	Parks/Storm Water Capital Sales Ta	307,500.00	307,500.00	0.00	201,073.05	-106,426.95	34.61 %
201-00-00-100-46102	Investment Income	0.00	0.00	0.00	1,606.14	1,606.14	0.00 %
201-92-00-100-41101	Real Estate Tax	430,000.00	430,000.00	0.00	398,182.45	-31,817.55	7.40 %
201-92-00-100-41102	Personal Property Tax	108,000.00	108,000.00	0.00	95,062.42	-12,937.58	11.98 %
201-92-00-100-41104	Delinquent Real Estate Taxes	12,000.00	12,000.00	0.00	11,538.67	-461.33	3.84 %
201-92-00-100-41105	Penalties	8,000.00	8,000.00	0.00	6,711.03	-1,288.97	16.11 %
201-92-00-100-41107	Railroad & Utilities Tax	20,000.00	20,000.00	0.00	19,808.39	-191.61	0.96 %
201-92-00-100-41108	Replacement Tax	22,500.00	22,500.00	0.00	22,148.10	-351.90	1.56 %
201-92-00-100-41110	Circuit Breaker Refund	-3,000.00	-3,000.00	0.00	-2,091.68	908.32	69.72 %
201-92-00-100-41111	Delinquent Tax Revenue	8,000.00	8,000.00	0.00	7,332.86	-667.14	8.34 %
201-92-00-100-46101	Interest Earnings	0.00	0.00	0.00	2,000.64	2,000.64	0.00 %
201-92-00-100-47116	Vending Machine-Kenagy	900.00	1,650.00	56.00	292.55	-1,357.45	82.27 %
201-92-00-100-47220	Donations	500.00	500.00	449.00	699.00	199.00	139.80 %
201-92-00-100-47525	General Donations	0.00	0.00	122.91	3,123.42	3,123.42	0.00 %
201-92-00-100-47530	Rice Tremonti	6,900.00	6,900.00	579.36	5,064.24	-1,835.76	26.61 %
201-93-00-100-47101	Ballfield Lights Fees	5,000.00	5,000.00	0.00	267.50	-4,732.50	94.65 %
201-93-00-100-47105	Shelter House Rental Fees	15,500.00	15,500.00	340.00	16,125.00	625.00	104.03 %
201-93-00-100-47110	Sports Field Rental Fees	1,500.00	1,500.00	0.00	1,241.00	-259.00	17.27 %
201-93-00-100-47204	Team Sports League	56,000.00	56,000.00	145.00	17,405.00	-38,595.00	68.92 %
201-94-00-100-47510	Trees for Raytown	200.00	200.00	0.00	0.00	-200.00	100.00 %
201-94-00-902-47116	Vending Machine-Kenagy	750.00	0.00	0.00	0.00	0.00	0.00 %
201-95-00-100-47401	Participant Fees	24,000.00	24,000.00	369.00	5,958.00	-18,042.00	75.18 %
201-95-00-100-47405	Concession Sales	5,250.00	5,250.00	161.00	1,775.51	-3,474.49	66.18 %
201-95-00-100-47415	ABA Memberships	3,500.00	3,500.00	121.00	1,596.00	-1,904.00	54.40 %
201-95-00-100-47425	Other Income	200.00	200.00	0.00	1,050.00	850.00	525.00 %
	Revenue Total:	975,450.00	975,450.00	2,343.27	780,819.75	-194,630.25	19.95 %
Expense							
201-00-00-000-59941	CASH LONG & SHORT	0.00	0.00	0.00	39.00	-39.00	0.00 %
201-91-00-100-52250	Professional Services	2,000.00	2,000.00	0.00	303.75	1,696.25	84.81 %
201-91-00-100-52750	Building Maintenance	7,300.00	7,300.00	0.00	460.40	6,839.60	93.69 %
201-91-00-100-53250	Capital Expenditures	0.00	70.62	0.00	70.62	0.00	0.00 %
201-91-00-100-53500	Equipment Expense	6,000.00	6,000.00	0.00	4,847.37	1,152.63	19.21 %
201-91-00-100-53750	General Supplies	200.00	200.00	0.00	0.00	200.00	100.00 %
201-91-00-100-54750	Utilities	9,500.00	9,500.00	133.25	3,112.16	6,387.84	67.24 %
201-92-00-100-51102	Civilian Employees	128,338.00	128,338.00	0.00	88,946.69	39,391.31	30.69 %
201-92-00-100-51111	Civilian Employees Overtime	1,000.00	1,000.00	0.00	735.29	264.71	26.47 %
201-92-00-100-52250	Professional Services	57,152.00	57,152.00	0.00	32,785.10	24,366.90	42.64 %
201-92-00-100-52500	Printing & Promotions	525.00	525.00	0.00	0.00	525.00	100.00 %
201-92-00-100-53250	Capital Expenditures	40,000.00	40,000.00	0.00	0.00	40,000.00	100.00 %
201-92-00-100-53500	Equipment Expense	4,900.00	4,900.00	0.00	1,005.60	3,894.40	79.48 %
201-92-00-100-53750	General Supplies	2,075.00	2,075.00	0.00	136.46	1,938.54	93.42 %
201-92-00-100-54750	Utilities	9,580.00	9,630.00	853.93	4,071.02	5,558.98	57.73 %
201-92-00-100-55500	Professional Development	3,070.00	3,070.00	0.00	570.60	2,499.40	81.41 %
201-92-00-100-59000	Employee Benefits	55,996.00	55,996.00	0.00	44,113.78	11,882.22	21.22 %
201-93-00-100-51102	Civilian Employees	47,800.00	47,800.00	0.00	32,814.55	14,985.45	31.35 %
201-93-00-100-51106	Part Time Employees	7,650.00	7,650.00	0.00	1,167.50	6,482.50	84.74 %
201-93-00-100-52500	Printing & Promotions	100.00	100.00	0.00	0.00	100.00	100.00 %
201-93-00-100-53250	Capital Expenditures	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
201-93-00-100-54500	Recreational Programming	52,450.00	52,477.00	553.10	19,216.46	33,260.54	63.38 %

Budget Report

For Fiscal: 2016-2017 Period Ending: 07/31/2017

		Original	Current	Period	Fiscal	Variance	
		Total Budget	Total Budget	Activity	Activity	Favorable	Percent
						(Unfavorable)	Remaining
<u>201-93-00-100-54750</u>	Utilities	4,500.00	4,500.00	0.00	3,308.13	1,191.87	26.49 %
<u>201-93-00-100-55500</u>	Professional Development	250.00	250.00	0.00	125.00	125.00	50.00 %
<u>201-93-00-100-59000</u>	Employee Benefits	17,433.00	17,433.00	0.00	13,530.78	3,902.22	22.38 %
<u>201-94-00-100-51102</u>	Civilian Employees	250,338.00	250,338.00	0.00	152,841.71	97,496.29	38.95 %
<u>201-94-00-100-51106</u>	Part Time Employees	7,650.00	7,650.00	0.00	1,437.20	6,212.80	81.21 %
<u>201-94-00-100-51111</u>	Civilian Employees Overtime	500.00	500.00	0.00	1,191.91	-691.91	-138.38 %
<u>201-94-00-100-52250</u>	Professional Services	46,822.00	46,831.00	0.00	13,750.78	33,080.22	70.64 %
<u>201-94-00-100-52500</u>	Printing & Promotions	600.00	600.00	0.00	0.00	600.00	100.00 %
<u>201-94-00-100-52750</u>	Building Maintenance	43,700.00	44,027.71	179.97	12,832.56	31,195.15	70.85 %
<u>201-94-00-100-53250</u>	Capital Expenditures	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00 %
<u>201-94-00-100-53500</u>	Equipment Expense	18,900.00	18,910.48	143.22	6,219.76	12,690.72	67.11 %
<u>201-94-00-100-53750</u>	General Supplies	2,800.00	2,980.10	176.05	1,050.71	1,929.39	64.74 %
<u>201-94-00-100-54000</u>	Office Supplies	1,200.00	1,200.00	75.00	600.00	600.00	50.00 %
<u>201-94-00-100-54750</u>	Utilities	56,100.00	56,100.00	3,376.16	19,307.89	36,792.11	65.58 %
<u>201-94-00-100-55000</u>	Vehicle Expense	19,500.00	20,245.86	0.00	5,433.42	14,812.44	73.16 %
<u>201-94-00-100-55250</u>	Uniforms	2,900.00	3,133.88	40.45	1,430.46	1,703.42	54.35 %
<u>201-94-00-100-55500</u>	Professional Development	4,200.00	4,200.00	0.00	998.02	3,201.98	76.24 %
<u>201-94-00-100-59000</u>	Employee Benefits	111,402.00	111,402.00	0.00	72,575.39	38,826.61	34.85 %
<u>201-95-00-100-52250</u>	Professional Services	11,000.00	11,113.00	0.00	3,649.75	7,463.25	67.16 %
<u>201-95-00-100-52500</u>	Printing & Promotions	6,200.00	6,483.00	0.00	1,752.60	4,730.40	72.97 %
<u>201-95-00-100-52750</u>	Building Maintenance	4,500.00	4,500.00	0.00	149.30	4,350.70	96.68 %
<u>201-95-00-100-53250</u>	Capital Expenditures	0.00	9,000.00	0.00	4,810.00	4,190.00	46.56 %
<u>201-95-00-100-53500</u>	Equipment Expense	600.00	600.00	0.00	306.46	293.54	48.92 %
<u>201-95-00-100-53750</u>	General Supplies	4,900.00	5,020.48	0.00	2,977.14	2,043.34	40.70 %
<u>201-95-00-100-54000</u>	Office Supplies	250.00	250.00	0.00	0.00	250.00	100.00 %
<u>201-95-00-100-54750</u>	Utilities	4,300.00	4,300.00	318.44	1,283.90	3,016.10	70.14 %
<u>201-95-00-100-55000</u>	Vehicle Expense	1,000.00	1,000.00	0.00	38.57	961.43	96.14 %
	Expense Total:	1,108,181.00	1,119,352.13	5,849.57	555,997.79	563,354.34	50.33 %
	Fund: 201 - PARKS & RECREATION Surplus (Deficit):	-132,731.00	-143,902.13	-3,506.30	224,821.96	368,724.09	256.23 %
	Report Surplus (Deficit):	-132,731.00	-143,902.13	-3,506.30	224,821.96	368,724.09	256.23 %

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance	
					Favorable (Unfavorable)	Percent Remaining
Fund: 201 - PARKS & RECREATION						
Revenue	975,450.00	975,450.00	2,343.27	780,819.75	-194,630.25	19.95 %
Expense	1,108,181.00	1,119,352.13	5,849.57	555,997.79	563,354.34	50.33 %
Fund: 201 - PARKS & RECREATION Surplus (Deficit):	-132,731.00	-143,902.13	-3,506.30	224,821.96	368,724.09	256.23 %
Report Surplus (Deficit):	-132,731.00	-143,902.13	-3,506.30	224,821.96	368,724.09	256.23 %

RAYTOWN PARKS & RECREATION DEPARTMENT

POSITION OPENING ANNOUNCEMENT

Posted: July 3, 2017

Job Title	Landscape Technician
Start Date	Immediately
Salary Range	\$14.5289-\$21.0670/hr.
Position Class	Regular, full-time, non-exempt
Work Schedule	Monday – Friday, 40 hours per week. Must be available to work occasional overtime and weekends if needed
Qualifications	Prefer two-year degree in Grounds Maintenance/Landscape/ Horticulture field with one (1) year similar work experience or a minimum of three (3) years experience in Grounds Maintenance/Landscape/ Horticulture field. Prefer previous experience related to maintenance of flowers, shrubs, trees and turf in traffic medians and public right-of-way areas. Must be able to successfully pass State of Missouri Certified Pesticide Applicator's license test within one (1) year of employment.
Benefits	Health insurance, sick leave, vacation, holidays and personal days. Retirement plan and a 401a plan with employer contributions available after probationary period. Potential annual salary increases.
Application Procedure	<ol style="list-style-type: none">1. Complete City of Raytown Parks and Recreation Department employment application form at www.raytown.mo.us or www.raytownparks.com2. Provide a resume listing previous landscaping experience, certifications, and licenses.3. Submit completed application and references to Raytown Parks & Recreation Dept., 5912 Lane, Raytown, Missouri 64133. Email: maryann@raytownparks.com
Website	www.raytownparks.com or call 816-358-4100 for a job description or more information
Application Closing Date	Open until filled

RAYTOWN PARKS AND RECREATION DEPARTMENT POSITION DESCRIPTION

TITLE: Landscape Technician

STATUS: Non-exempt
Regular

REPORTS DIRECTLY TO: Horticulturist

SUPERVISES: Seasonal staff

DESCRIPTION OF WORK TASKS

GENERAL: Receives daily direction and technical supervision from the Horticulturist and Supt. of Parks; this position works as team with the Horticulturist and/or work independently, to perform all tasks associated with the year-round maintenance of flowers, shrubs, lawns, and trees on park grounds, public right-of-way and traffic medians, City Hall grounds, other public areas, and in a greenhouse; and a variety of non-related tasks during the off-growing season. The Superintendent of Parks formally evaluates performance annually.

PROPERTY AND FACILITIES:

- Assists with the designs and plant selections for a variety of different landscape projects.
- Propagates a variety of different flowers, shrubs, and trees within the department's greenhouse(s) and nursery to include the proper and effective operation, maintenance, and cleaning of these facilities.
- Installs lawn areas, flowerbeds, shrubs and trees and other landscape materials for a variety of different public areas.
- Performs a variety of routine maintenance tasks associated with the proper year-round care of a large selection of flowers, trees, shrubs, and grasses, which may include any combination of sod laying, mowing, trimming, planting, watering, fertilizing, digging, raking, and sprinkler installation. Worker may assist the Horticulturist with more skilled work.
- Operates a variety of specialized and light vehicles and equipment in performing the above tasks.
- Detects diagnoses and treats all plant stock for insect and disease problems.
- Maintains the necessary paperwork and forms required by the job and/or the task.
- Performs a variety other related work as assigned, chiefly during the off-growing season including assist with snow removal as needed.

HUMAN RELATIONS:

- Helps train and assist seasonal maintenance workers assigned to landscape maintenance.
- Cooperates and communicates effectively with all other staff so as not to disrupt the working environment or create an unsafe condition.
- Is courteous and helpful to the public.

PUBLIC RELATIONS:

- May represent the department while working directly with various volunteers and civic organizations on projects dealing with the beautification of city through plant materials and landscaping.

QUALIFICATIONS:

- Prefer two-year degree in Grounds Maintenance/Landscape/Horticulture field with one (1) year of similar work experience or a minimum of three (3) years experience in Grounds Maintenance/landscape/Horticulture field. Prefer previous experience related to the maintenance of flowers, shrubs, trees and turf especially in traffic medians and public right-of-way areas.
- Working knowledge of soils, fertilizers, insect and disease control, and growing characteristics of a wide variety of grasses, shrubs, and trees.
- Ability to safely operate and maintain a wide variety of specialized and general equipment and tools necessary to perform the above tasks.
- Ability to understand and interpret general directions and/or instructions and then plan and perform work accordingly.
- Ability to cooperate and communicate effectively with other staff.
- Timely and dependable in work attendance and function.
- Valid Missouri vehicle operator's license upon first day of employment.
- A Missouri Public Operator's license with certification in Category 6 "*Right-of-Way Pest Control*" is required or the capability to obtain this within 6 months. Also prefer an additional certification in Category 3 "*Ornamental & Turf Pest Control*" or the capability and willingness to obtain this within 6 months, but this is not required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. Reasonable accommodation(s) if needed may be made to empower individuals with disabilities to undertake the essential functions of the position, in a manner that does not pose a direct threat to the health or safety of the employee or others in the workplace. EEO/AA/ADA

Essential functions include: sight, hearing, speech, physical endurance, prolonged bending and squatting, mobility for climbing and moving over various terrain, routine two-hand functions, lifting up to 100 pounds, operating vehicles, equipment, and tools.

June 25, 2017

Raytown Park Board

I am officially resigning from the park board. July 19, 2017 will be my last meeting with the Raytown Park Board. I have a new job up north and plan on moving out of Raytown area by August 1, 2017.

I enjoyed getting to know all of you and most importantly, appreciate all of the knowledge of what it takes to be on a board.

Thanks again for this opportunity!

Nancy Nail

Kenagy Pond Fountain

Review of Bids

Fountain Comparison Differences

Item	Air-O-Lator	Vertex 1	Vertex 2	Vertex 3
Pump Impeller	Polycarbonate Plastic	304 Stainless Steel	304 Stainless Steel	304 Stainless Steel
Float Leveling	NO	YES	YES	YES
Fountain Warranty	3 years	4 years	4 years	4 years
Light Warranty (excluding bulbs)	1 year	2 years	2 years	2 years
"Control Panel"	1 year	1 year	1 year	1 year

Fountain Comparison Differences – Page 2

Item	Air-O-Lator	Vertex 1	Vertex 2	Vertex 3
Number of Lights	4 LED	2 LED	4 LED	4 LED-RGBW
Wattage	12 watt	60 Watt	60 Watt	40 Watt
Color of Lights	Clear/white	Select Color	Select Color	Variable
Color Lens for Light	Yes	N/A	N/A	
Light Control	On/Off	On/Off	On/Off	28 Themed Programs
Price Quoted	\$9,680.95	\$9,663.98	\$11,463.98	\$14,521.98

Staff Callouts

Item	Air-O-Lator	Vertex
Water Intake	Small	Large and Screened
Flow Adjustment	None	Gate Valve
Winter Storage	Everything Removed	Float and Light Removed – Power Supply Lines Remain
Pump Impeller	Good	Better
Warranties	Good	Better
LED Output	Good - 12 watt	Better – 40/60 watt
Entertainment Value	Good	Better – If 28 Themed Unit Chosen