

AGENDA
RAYTOWN PARKS & RECREATION BOARD

Monday, February 18, 2019
Colman Park Office 5912 Lane Ave, Raytown
7:00 PM

I. Call to Order

II. Public Participation

Approval of Minutes – January 28, 2019 Meeting

III. Reports of Officers

President – Chris Rathbone

Vice President – Dave Thurman

IV. Reports of Standing & Special Committees

Personnel – Robbie Tubbs

Finance – Terry Copeland

Program – Robbie Tubbs

Buildings & Grounds – Mike Hanna

Rice-Tremonti – Brian Morris

BMX- George Mitchell

V. Staff Reports

Director – Dave Turner

Superintendent of Parks - Ron Fowler

Recreation- Mike Conrad

VI. New Business

1. Youth Baseball
2. Trail Signage update
3. Sales Tax Presentation
4. Other Business

VII. Adjourn

VIII. Announcements

- Next Meeting: Monday, March 18, 2019 7 PM Parks Office
CLOSED SESSION

Notice is hereby given that the Park Board may conduct a closed session, pursuant to the following statutory provisions:

610.021(1) Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys;

610.021(2) Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore.

610.021(3) Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information relating to the performance or merit of an individual employee is discussed or recorded; and/or

**Raytown Park Board
Minutes
January 28, 2019**

Attendance:

Park Board: Chris Rathbone, Terry Copeland, Dave Thurman, George Mitchell, Robbie Tubbs, Brian Morris, Loretha Hayden and Mike Hanna

Staff: Dave Turner, Ron Fowler, Mike Conrad and Mary Ann McCormick

Guests: Asst. City Administrator Missy Wilson, Alderman Steve Meyers, Jason Greene, and Derek Ward, and Tony Jacobs

A quorum was declared present and the meeting was called to order. The minutes from December 17, 2018 were approved as written.

Reports of Officers:

President – no report will discuss in New Business

Vice President – no report

Reports of Standing & Special Committees:

Personnel – no report

Finance – no report

Program – no report

Buildings & Grounds – no report

Rice-Tremonti- Board filled the 2 open positions with Bob Graham and Cassie Crow. They had 8 rentals in December. Spring Soup/Crafts is March 23-24 and Fall Soup/Craft November 2-3.

BMX - BMX Board is working on fundraisers and raffles more information in February.

Staff Reports:

Director – a written report was distributed. Terry Copeland will contact storage facility near LBTRA to see if he can find out how much Raytown Baseball owes to the facility so that possibly we could pay so the unit will not be put up for auction.

Superintendent of Parks – a written report was distributed. Tree limb pick-up will be a slow process due to weather. We will need to get an aerial truck in to clean up some of the trees.

Recreation – a written report was distributed

New Business:

1. Terry Copeland made a motion to write a letter to Kansas City Metro Senior Softball League (KCMSSL) stating the fact they have been offered to use Little Blue Trace Park (LBTRA) which has 4 softball fields with lights, large parking lot, restrooms, etc. for the upcoming softball season. We are ready to meet with Randy Rowe to set up dates of a possible league, number of teams, pricing for the league, access to the park etc. Mike Hanna seconded and the motion passed. Once letter is written give to Missy Wilson for City and attorney approval.
2. Trail Signage – we will wait until the Rock Island Trail decides on their signage before we order ours.
3. Mike Hanna made a motion to submit a sales tax issue to BOA as follows: Approve 3/8 cent sales tax for Parks/Storm water with \$100,000 going towards storm water and remaining sales tax to Parks Fund with a sunset of 10 years. George Mitchell seconded and the motion passed.
4. Terry Copeland made a motion to adjourn. Mike Hanna seconded and the motion passed.

Raytown Parks & Recreation Department
Director's Report
February 18, 2018

Asphalt Overlay Phillips Paving has completed the overlay of the Office parking lot. The budget for the project was \$24,500, but we were billed for a total of \$20,613.65 from Radmacher Brothers. Striping was completed by All State Striping for \$400. We did deduct some of the total bill for damages to the Parks Shop metal siding, and staff will be making those repairs in house.

Board of Alderman Chris Rathbone and I attended a Board of Alderman meeting to discuss the Parks Sales Tax plan for 3/8 cent. It was voted down February 5th 4-5. The next meeting that Parks would be able to present is March 5th. Any Parks Tax plan will need to pass on a first and second reading, and hopefully be accomplished by the April 9th meeting.

The Mayor has organized a committee to come to an agreement on a Parks Sales Tax, first meeting is Friday, Feb 15th.

Raytown Live I will present the Raytown Live Music Series for 2019 at the February 19th Board of Alderman meeting. I have sent out sponsor requests and have started booking bands and the stage for the expected dates.

50+ Softball I have not heard any plans for the upcoming season from the KCMSSL group at Little Blue Trace. I have taken Mike to do inventory of our softball equipment so that he can order what we need for the 2019 season.

Snow Removal Public Works has requested Parks staff to be available for the snow event Feb 15-20. We are coordinating with Tony Mesa for the overtime hours that will need to be worked.

MPRA I will be attending the state meeting in Branson Feb 26-March 1st.

Volunteer Policy I have updated the Parks volunteer policy in expectation of the Raytown Rotary bringing us new volunteers of high school age, to make improvements in the Parks. I have submitted those documents to HR at the City, and appreciate Ron Fowler's help on what duties should and should not be completed by volunteers.

Sales Tax Revenue February Sales Tax has been posted and is \$18,472.82.

Horticulture / Right of Way-

We have finally been able to address some of the downed tree limbs. Most locations have had a “quick” cleanup. However, Southwood has not been addressed yet. In most cases we are dragging limbs to the chipper as the ground is so wet and in many cases has been snow-packed, This has all been ground work with aerial work yet to come. We will address aerial safety concerns as needed, but will wait for in-depth work until winter is done, so we can make prudent use of rented equipment.

Steven and Eric have been refurbishing some of the wooden Welcome to Raytown signs. Rotted wood is replaced, flaking paint is removed and the sign is then primed and painted. Without our staffs attention over the years these signs would have probably become a memory. To date they have completed 4 signs and the refurbishing has been implemented on an as needed basis.

We should receive our bedding plant plugs by the middle of next month. They will be potted and grown-on for planting in May. This should fill about 75% of our needs.

Park Maintenance -

John with Alan’s help have fabricated a wooden box that will mount in the 1 ton truck. This will be used in conjunction with our wood chipper. The box does a much better job of chip containment and allows us to haul more chips at each use.

John has just about completed the fabrication of two new metal doors for the Colman bathrooms. We use these doors for off season closure of the bathrooms. They are metal so very durable and should last a number of years. When the weather improves they will be installed.

We will soon be checking trash cans and barbeque grills for maintenance. In some cases, items will be replaced and others repaired.

John and Alan have made a major repair to the brakes on the chipper as they found they hadn’t been working for some time. In addition, they have replaced the wiring on one of our larger trailers.

We have assisted with the removal of the downtown Christmas decorations. We still have the lights to remove from the trees in early spring. We also are continuing our assistance with snow removal duties at City Hall and our own sites.

Raytown Parks & Recreation

Park Board Recreation Report

Submitted by: Mike Conrad

February 2019

1. Kid's Day
 - a. Police car confirmed
2. Arts and Music Festival
 - a. Humdinger Food Truck sent in application to attend.
3. Basketball
 - a. 3-weeks left weather permitting
 - b. Couple weeks of practices cancelled
 - i. Weather
 - ii. Parent Teacher Conferences
 - c. Week of March 4th no practice
 - i. MAP Testing
 - ii. Kindergarten roundup

TRAIL SIGNAGE EXPENSE ESTIMATES

			total
5	3'X4' Signboards	\$61	\$305
	Minor Smith 2		
	Kenagy 2		
	Southwood 1		
2	Pedestrian/Bike	\$80	\$160
	83rd Street @ Southwood		
1	Cross walk paint	\$300	\$300
	83rd Street @ Southwood		
4	Park Trail	\$40	\$160
	Park Entrances		
2	Waypoint signs	\$45	\$90
	83rd & Raytown		
1	Watch for Traffic	\$45	\$45
	83rd Street @ Southwood		

ESTIMATED COST IN SIGNAGE \$1,060

If it becomes necessary to add another pedestrian/Bike Lane

2	Pedestrian/Bike	\$80	\$160
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\$1,220

Rock Island Trail

Hartman Park Access



RideKC

Rock Island Trail



Trail Users

- Be cautious of changing conditions; standing water, fallen limbs, uneven surfaces
- Be courteous: please do not litter on trail
- No horses or motorized vehicles allowed

Cyclists

- Yield to pedestrians
- Warn of your approach
- Wear a helmet
- Do not use trail when surfaces are wet

Pet Owners

- Please clean up after your pet
- All domestic animals must be on-leash



www.MakeYourDayHere.com RideKC



Raytown Trail Access

Kenagy Park



Raytown Parks & Recreation

