



RAYMORE PARKS AND RECREATION BOARD

AGENDA

Tuesday, April 23, 2019

7:00PM - City Hall
100 Municipal Circle
Raymore, Missouri 64083

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Personal Appearances - None**
5. **Consent Agenda.**
The items on the Consent Agenda are approved by a single action of the Park Board. If any Board Member would like to have an item removed from the Consent Agenda and considered separately, he/she may so request.
 - A. Park Board Minutes March 26, 2019
6. **Staff Reports**
Recreation Superintendent
Parks Superintendent
Parks & Recreation Director
7. **Unfinished Business - None**
8. **New Business**
 - A. Memorial Park - Playground Replacement Action Item

Staff is presenting a proposal for the playground replacement just north of the West Shelter in the Arboretum at Memorial Park.
 - B. Festival in the Park - MOU Action Item

Staff will present an updated memorandum of understanding between the Festival in the Park LLC. and the City of Raymore for the 2019 fall event.
 - C. Festival in the Park - Alcohol Request Action Item

A request by the Festival in the Park Committee to serve alcohol during the annual Festival in the Park at Memorial Park on September 20 and 21, 2019.

9. **Public Comment**
10. **Board Member Comment**
11. **Adjournment**

Items provided under "Miscellaneous" in the Park Board Packet:

- *March 26 - Work Session Notes*
- *Status of Capital Improvements*
(Provided to the Council the 1st meeting of each month)
- *Financials - As of March 31, 2019*

EXECUTIVE SESSION (CLOSED MEETING)

The Parks and Recreation Board may enter into an executive session before or during this meeting, if such action is approved by a majority of the Board present, with a quorum, to discuss:

- litigation matters as authorized by § 610.021 (1) RSMO,
- real estate acquisition matters as authorized by § 610.021 (2),
- personnel matters as authorized by § 610.021 (3), or
- other matters as authorized by § 610.021 (4-21) as may be applicable.

Any person requiring special accommodation (i.e., qualified interpreter, large print, hearing assistance) in order to attend this meeting please notify this Office at (816) 331-0488 no later than forty-eight (48) hours prior to the scheduled commencement of the meeting.

THE RAYMORE PARKS AND RECREATION BOARD MET IN REGULAR SESSION TUESDAY, MARCH 26, 2019, IN THE CITY HALL COUNCIL CHAMBERS AT 100 MUNICIPAL CIRCLE, RAYMORE, MISSOURI.

MEMBERS PRESENT: Chairman Trautman; Members Cipolla, Harris, Heath, and Supple. Members Bartow, Eastwood, Houdyshell, Seimears are absent.

STAFF PRESENT: Director Musteen, Superintendent McLain, Superintendent Rulo, Office Assistant Naab and City Attorney Jonathan Zerr.

1. Call to Order: Chairman Trautman called the meeting to order at 7:00pm.

2. Roll Call

3. Pledge of Allegiance

4. Personal Appearances

5. Consent Agenda

The items on the Consent Agenda are approved by a single action of the Park Board. If any Board Member would like to have an item removed from the Consent Agenda and considered separately, he/she may so request.

A. Park Board Minutes

January 22, 2019

Motion: Member Harris moved to accept the Park Board minutes of January 22, 2019. Member Cipolla seconded.

Discussion:

| | | | |
|--------------|----------|-------------------|--------|
| Vote: | 5 Aye | Member Bartow | Absent |
| | 0 Nay | Member Cipolla | Aye |
| | 4 Absent | Member Eastwood | Absent |
| | | Member Harris | Aye |
| | | Member Heath | Aye |
| | | Member Houdyshell | Absent |
| | | Member Seimears | Absent |
| | | Member Supple | Aye |
| | | Member Trautman | Aye |

6. Staff Reports

Recreation Superintendent McLain highlighted his written report. Staff has been working on getting the wifi connections hooked up at all concession stands. We will have inventory control thru retrac. Superintendent Rulo's staff have assisted by putting in shelving to accommodate the new hardware. Both coordinators have been soliciting businesses as sponsors for special events and sports teams. Soccer has started, the volleyball coach's meeting is happening tonight and baseball registration is still open. Coordinator Vankeulen is conducting summer camp interviews. We heard from parents who enjoyed Spring Break camp and having it at the RAC. They are looking forward to Summer Camp. Coordinator Vankeulen held a Farmer's Market meeting for vendors. Friday Food

Fest at Recreation Park last Friday was the largest crowd ever with several trucks selling out. The Spring craft show went well. All the booths were sold to vendors and we had numerous other vendors on a wait list.

Member Cipolla asked about the date and time of the market, "Why is the Market on Tuesdays at 4pm?" Superintendent McLain replies "It is a day that we always have had and our vendors go to other markets during the week." Member Cipolla asked "Can the Market be done on a Saturday?" Superintendent McLain replied, "We did look at that, but our vendors are unable to do that day." Member Cipolla replied "Perhaps a Saturday morning could be done as well." Superintendent McLain replied, "We will look into that as an option."

Parks Superintendent Rulo highlighted his written report. The Park House has been demolished. Demolition started on Monday and they are finishing with clean up. Shade structures are going up today and tomorrow. By Monday all restrooms will be open.

Member Harris asked "Does this include the bathrooms at Hawk Ridge?" Superintendent Rulo replied, "No, they are not completely hooked up yet."

Member Heath asked "How are the shades holding up?" Superintendent Rulo replied "This is the third year for the shades and we have a couple of tiny holes, but other than that they are holding up well."

Member Supple asked "Do you have a completion date for Hawk Ridge Park and is there a grand opening scheduled?" Director Musteen replied, "late Spring, early Summer is the expected completion and a Grand Opening will possibly be scheduled for May."

Parks & Recreation Director Musteen highlighted his written report. If you go up to Hawk Ridge you can see the boardwalk and the amphitheatre. The shelter house is being concreted and the restrooms are looking good. At TB Hanna, we placed the order for the pump house . There are 3 RFP's out; The ice rink RFP has 2 options, synthetic or real ice and the RFP for the site work for the park-grading etc is also open for bidding. Renovation for the old post office (station house) has not been open for bidding yet. The Farmer's Market map has been changed to accommodate the construction. At the RAC, new bollards have been ordered. The Recreation Park Bridge replacement is coming up. The Recreation Park pond project is proceeding as well as the project for the ball field lights. Centerview will host the upcoming municipal elections.

7. Old Business - None

8. New Business

A. Screen Print

Presentation Item

Staff manages the Screen Printing and Embroidery Services Contract for the City. Staff presented the results of the January bid to the Park Board and will be recommending approval of contract to City Council.

Member Heath asked "Does the selected business do their work in Missouri?" Superintendent McLain replied, "Yes, all their work is in house with printing done at a shop in Blue Springs and heat press in Lee's Summit."

Member Supple asked "Have they done large contracts before?" Superintendent McLain replied, "Yes, they currently have our contract and have done work with Blue Springs."

B. PepsiAmericas

Presentation Item

Staff manages the beverages and vending contract for the City. Staff presented the results of the January bid to the Park Board and will be recommending approval of contract to City Council.

C. Budget Amendment

Action Item

Staff requested to amend the Capital Fund with a transfer of funding from the Parks Master Plan project to the T.B. Hanna Improvements Project in the amount of \$50,000.

Motion: Member Harris moved to amend the Capital Fund with a transfer of \$50,000.00 From fund 47.
Member Cipolla seconded.

Discussion:

| | | | |
|--------------|-----------------|-------------------|--------|
| Vote: | 5 Aye | Member Bartow | Absent |
| | 0 Nay | Member Cipolla | Aye |
| | 4 Absent | Member Eastwood | Absent |
| | | Member Harris | Aye |
| | | Member Heath | Aye |
| | | Member Houdyshell | Absent |
| | | Member Seimears | Absent |
| | | Member Supple | Aye |
| | Member Trautman | Aye | |

D. Capital Improvement Plan

Action Item

Staff is requesting approval of the proposed 5 year Capital Improvement Plan.

Member Supple talked about the state of rec park playground. "Can that timeline be moved up?" Superintendent Rulo replied "It will be one of the first projects done this winter. We will be upgrading all the equipment as well. We will be working on some of the playground pieces ourselves this spring."

Member Supple asked "Will the fence be included in the project?" Superintendent Rulo replies, "Staff usually fixes that and will do so now that the good weather is here."

Motion: Member Harris moved to approve the proposed 5 year Capital Improvement Plan.
Member Cipolla seconded.

Discussion:

| | | | |
|--------------|----------|-----------------|--------|
| Vote: | 5 Aye | Member Bartow | Absent |
| | 0 Nay | Member Cipolla | Aye |
| | 4 Absent | Member Eastwood | Absent |
| | | Member Harris | Aye |

| | |
|-------------------|--------|
| Member Heath | Aye |
| Member Houdyshell | Absent |
| Member Seimears | Absent |
| Member Supple | Aye |
| Member Trautman | Aye |

9. Public Comment

10. Board Member Comment

Member Cipolla asked if there will be an Easter bunny this year? Rumor says he will be Out at the Park around 10 am.

Member Heath offered thanks to staff during this busy time of the year.

Member Supple said his kid loved spring break camp, the counselors were great. Food truck Event was great. He said that Foxwood springs was abuzz with Nathans visit last week regarding the park house, the parks, etc.

Member Harris offered thanks for all your work to the staff.

Trautman offered his thanks to staff, and City Council for their work with the Park Board.

11. Adjournment

Motion: Member Harris moved to adjourn the regular meeting.
Member Supple seconded.

Discussion: None

| | | | |
|--------------|-----------------|-------------------|--------|
| Vote: | 5 Aye | Member Bartow | Absent |
| | 0 Nay | Member Cipolla | Aye |
| | 4 Absent | Member Eastwood | Absent |
| | | Member Harris | Aye |
| | | Member Heath | Aye |
| | | Member Houdyshell | Absent |
| | | Member Seimears | Absent |
| | Member Supple | Aye | |
| | Member Trautman | Aye | |

The regular meeting of the Raymore Park Board adjourned at 7:42 pm.

Respectfully submitted,
Greta Naab
Office Assistant

STAFF REPORT

To: Park Board
From: John McLain, CPRP/AFO
Recreation Superintendent
Date: April 2019
Subject: Recreation Report

Administrative Operations

- Staff booked rentals and scheduled part time staff for Centerview, both internal and paid.
- Provided customer service via the phone, email, and walk ups.
- Staff gave Centerview tours and rental quotes to interested parties.
- Staff worked with renters to finalize their events: graduation parties, weddings, trainings, celebration of life, and baby showers.
- Staff continued taking registration for Spring and Summer programs.
- Staff supervised RAC
- Staff sought out Event/Sports Sponsorships
- Staff organized Summer Camp Staff Training Materials
- Staff distributed Easter Eggs to be Filled
- Staff set up/ran/tore down Fit Moms, Touch A Truck, and Easter Festival
- Staff coordinated the filling of over 15,000 Easter Eggs
- Staff coordinated Easter Coloring Contest with Ray-Pec Elementary Schools
- Staff finalized Summer Camp hires

Meetings/Trainings Attended

- Office Assistant Naab
 - April 17 - Missouri-Kansas Rec Trac User Group
- Athletic Coordinator Brennon
 - April 1 - Competitive baseball scheduling meeting
 - April 16 - Baseball/Softball coaches meeting
 - April 18 - Baseball/Softball coaches meeting
 - April 23 - Recreation Baseball/Softball scheduling meeting
- Recreation Coordinator VanKeulen
 - N/A
- Recreation Superintendent McLain
 - April 2 - City Management meeting
 - April 2, 9, 16, 23 & 30 - One on one with Coordinator VanKeulen
 - April 2, 9, 18 & 25 - One on one with Coordinator Brennon
 - April 2, 16 & 29 - Facility Maintenance software training
 - April 3, 10, 23 & 30 - One on one with Office Assistant Naab
 - April 3 - Recreation & Parks Advisory Committee meeting
 - April 4, 11, 18, & 25 - Hawk Ridge Construction meeting
 - April 4 - South Metro Sports Group Administrator meeting
 - April 5 - Art Committee meeting
 - April 9 - TB Hanna meeting

- April 10 - Marketing meeting with Communications Specialist Harmer
- April 11 & 12 - Pre Bid for TB Hanna Ice Rink
- April 11 & 12 - Pre Bid for TB Hanna Sight Work
- April 11 - KC Sports Tournament Director meeting
- April 12 - Centerview facility walk through for final warranty items
- April 23 - Park Board meeting
- April 25 - Bid opening for TB Hanna Ice Rink and Site work

Programs

- Introduction to Archery - April 22

Rentals/Events/Concessions

- Rentals/Usage
 - Ball Fields
 - 2 Grand Slam Tournaments
 - 1 KC Sports USSSA Tournament
 - Centerview
 - Rental Usage
 - 40 paid rental bookings
 - Program Usage
 - 11 time slots
 - Special Events
 - 1
 - City Internal Usage
 - 8 bookings
 - RAC
 - Youth Volleyball practices
 - Youth Volleyball games
 - Birthday Party rentals
 - Futsal
 - Fitness classes
 - Martial Arts classes
 - Election
- Events
 - Held during the Month
 - April 6 - Touch A Truck
 - April 20 - Easter Festival
 - Upcoming
 - June 8 - Walter Buck Memorial Fishing Derby
- Concessions
 - Scheduled staff to operate concessions for Raymore Activity Center.
 - Put in weekly concession orders for RAC, baseball and soccer concession stands.
 - RAC, baseball and soccer concessions are fully operational for weekend volleyball, baseball/softball and soccer games.

Sports (Adult)

- Adult Softball
 - 11 teams currently registered for the Spring Men's Adult Softball session.

Sports (Youth)

- Spring
 - Soccer
 - Recreation Season is in session.
 - Soccer tournament scheduled for May 4 in Raymore.
 - Due to rescheduled games final weekend for soccer games scheduled for May 18.
 - Raymore United
 - 11 Raymore United soccer teams for spring season.
 - 9 teams playing in Heartland League.
 - 2 teams playing in Kansas City Metro League.
 - 2019-2020 soccer tryouts scheduled to begin June 7 at Recreation Park.
 - Volleyball
 - Volleyball season is in session with games played at the Raymore Activity Center.
 - Final weekend for volleyball games scheduled for May 18.
 - Baseball/Softball
 - Baseball/Softball practices began the week of April 22.
 - Baseball/Softball games scheduled to begin May 20.

Sports (Tiny)

- Spring
 - Soccer
 - Tiny soccer is in session.
 - Final Thursday session April 18.
 - Final Saturday session April 27.
 - Tee Ball
 - Tiny Tee ball registration is open.
 - Tiny Tee ball scheduled to begin Thursday, May 30 and Saturday, June 1.

STAFF REPORT

To: Park Board
From: Steve Rulo
Parks Superintendent
Date: April 23, 2019
Subject: Parks and Maintenance Report

Park Operations

- Staff has started the routine mowing for the year.
- The Park House Demolition went smooth, and is near completion.
- The Bridge replacement project in Recreation Park is near completion.
- Staff prepped and worked the Food Truck, Touch-a-truck, and the Easter events.
- Staff has opened up all restrooms.
- Staff has prepped and worked 2 baseball tournaments this month.
- Staff replaced a few of the safety squares at the Recreation Playground.
- MDC stocked Johnston Lake with approximately 360 channel catfish on April 10th.
- Superintendent Rulo met with Brandy Electric to get the Field 1&2 baseball lights installed. The project is going very smooth.
- The mound of dirt at Hawk Ridge Park has been moved, staff will start prepping the area for more practice soccer fields.
- The lights have been fixed at the tennis courts and the parking lot in Recreation Park.
- There will be a Tree Board meeting on April 25 to discuss Arbor Day.

MONTHLY REPORT

April 2019

HIGHLIGHTS

- Parks and Recreation Director Nathan Musteen attended Agents of Change Conference in Tampa Bay, Florida, April 2 - 5.



Friday Food Fest - March 22

- Superintendents John McLain and Steve Rulo attended the Midwest Public Risk Recreation & Parks Advisory Committee meeting Wednesday.

- Staff mowed athletic fields and applied infield surface material preparing the fields for the upcoming season and tournaments. Staff also finished recarpeting the pitching mounds.

- April 6 and 7: Spring youth recreational volleyball games started Saturday at the RAC and Grand Slam Baseball scheduled the first baseball tournament of the season Saturday and Sunday at Recreation Park.

- The 2019 Raymore Touch A Truck event was held at Recreation Park and sponsored by RL Hannah and Sons Trucking on April 6.



- Athletic Coordinator Todd Brennon attended the South Metro Sports Group competitive baseball game scheduling meeting Monday, April 1.

- Parks staff worked on planting flowers at the RAC and are making plans for other city flower beds.

- Recreation Coordinator Katie VanKeulen planned and prepared for the upcoming Raymore Easter Festival at Memorial Park scheduled for April 20.

- Recreation Coordinator Katie VanKeulen booked the 2019 summer camp field trips.

- Athletic Coordinator Todd Brennon prepared baseball/softball equipment bags and created team rosters for the coaches meetings, rescheduled soccer games and stocked the concession stands.

- Superintendents John McLain and Steve Rulo met with Wally Fortuna of KC Sports USSSA to discuss upcoming baseball tournaments at the Recreation Park baseball/softball complex.
- Recreation Superintendent John McLain met with Straub Construction to do a warranty walk-through for Centerview.
- Parks and Recreation Director Nathan Musteen and City Engineer Mike Krass met with members of SFS Architecture to discuss the Raymore Activity Center.
- Pre-bid construction meetings were held for projects at T.B. Hanna Station.
- The Missouri Dept. of Conservation added about 360 catfish to Johnston Lake at Hawk Ridge Park, 701 Johnston Parkway. They'll be stocking the lake every few weeks throughout the summer, all you need is a Missouri fishing license. Daily limit is 10. The fishing dock is open, but be careful to stay out of the fenced construction areas.
- The 2019 South Metro Competitive Baseball League is underway.
- Office Assistant Greta Naab attended a Rec Trac database training in Lawrence, KS.



CENTERVIEW

- Election
- HOA meetings-Alexander Creek, Brookside
- Ray-Pec Foundation-You Matter Raymore Meeting
- Bible Study
- Pathway Training (mental health offices)
- Family Art Day-Kindness Rock Painting
- Celebration of Life-3 of them
- Public Works Incode Training
- Edward Jones Seminar
- Raymore Elementary Volunteer Dinner
- Raymore Chamber of Commerce Luncheon
- Tree Board Meeting
- Arts Commission Sip and Paint
- Birthday Party

RAC - Raymore Activity Center

- Election
- Various Programs
- Volleyball practices and games

RECREATION PROGRAMS & SPECIAL EVENTS



City of Raymore's Annual
EASTER FESTIVAL

April 20 • Memorial Park
Hunt begins at 10 a.m.
Arrive by 9:45 a.m.

Ages 4th grade & under
(Bring your own basket!)

FREE activities include:

- 15,000 eggs to hunt
- Pictures with the Easter Bunny
- Refreshments
- And more!

Watch for the
Coloring Contest in
the Classroom, in
cooperation with the
Raymore-Peculiar
School District.




A special thanks to everyone and all the organizations that helped stuff over 15,000 Easter Eggs for this year's event!





FREE **RAYMORE**
parks & recreation
UMPIRE TRAINING

Our parks will be hopping all summer long with softball and baseball games. Want to be an umpire? We're offering free training to prepare umpires for the season!

Each session will cover different topics. Topics covered will include mechanics, correct field positioning, how to handle disputes, correct uniform attire and more.

For more information and to apply, contact Athletic Coordinator Todd Brennon at TBrennon@Raymore.com or 816-322-2791.

Applicants must be at least 15 years old.

| | |
|--|---|
| Indoor training: Tuesday, May 7 and Tuesday May 14 6:30-8 p.m. at Centerview, 227 Municipal Circle | On field training: Thursday May 9 and Thursday May 16 5:30-7 p.m. at Recreation Park, 1011 S. Madison St. |
|--|---|

Summer Day Camp

Your 5-11 year old children can spend each weekday this summer enjoying fun activities at the RAC, exploring Recreation Park and going on a few pool trips and field trips when you register for Raymore Parks & Recreation's summer day camp!

Registration is open for this camp that will be headquartered at the Raymore Activity Center, 1011 S. Madison St., this summer. Camp starts June 3.

Registration forms and camp information can be found at www.raymore.com/camp or call 816-322-2791.





Raymore Parks and Recreation Board Agenda Item Information Form

Department Division: P&R Administration
Submitted By: Nathan Musteen
Date: April 23, 2019

| | | | |
|--------------------------|------------------------|--------------------------|--------------|
| <input type="checkbox"/> | Discussion Item | X | Action Item |
| X | Council Recommendation | <input type="checkbox"/> | Presentation |

Title / Issue / Request:

Memorial Park - Playground Replacement

Background / Justification:

In 2018, the Park Board and the City Council approved the FY19 Capital Improvement Plan. Within the approved program, \$48,000 was funded to replace the old playground equipment located near the West Shelter in the Arboretum at Memorial Park.

The play equipment located just north of the shelter is well over 25 years old and the entire area is in need of upgrades.

Staff has designed a concept plan that includes a mix of new equipment and surfacing as well as reusing the current swings. Parks Maintenance staff will remove the old equipment and prepare the site for installation. Utilizing in-house resources and government purchasing contracts, this play area will undergo a much needed upgrade and stay within budget.

Financial Impact:

Funded: \$48,000.00
 Estimated Project Cost: \$42,566.36

Project Timeline:

April 23 - Park Board review
 May 13 & June 10 - City Council review
 June - August - Project installation

Staff Recommendation:

Approval of the project



Attachments:

1. Quote for new equipment & surfacing
2. Concept Plan & photos



QUOTE

Number FRYQ62410
Date Oct 16, 2018

Fry & Associates, Inc.
 101 E 15th Ave, North Kansas City MO 64116
 t. 816-221-4825 f. 816-221-4831

| End User | Ship To | Bill To |
|--|---|---|
| City of Raymore Nathan Musteen Memorial Park (West Side) Raymore, MO 64083 | City of Raymore 909 S. Madison Raymore, MO 64083 | City of Raymore Nathan Musteen 100 Municipal Circle Raymore, MO 64083 |

Memorial Park

| Associates | P.O. Number | Ship Via | Terms |
|---------------------------|-------------|----------|--------|
| Margie Fry William Fry | | Common | Net 10 |

| Qty | Description | Unit Price | Ext. Price |
|-----|---|-------------|-------------|
| 1 | <i>CUSTOM</i> Custom Boulder Path GFRC construction of a rock climber and 2 tree stumps linked by cable core net climbers Circle Color Choice of Net: Nets Available in TAN or BLACK | \$20,000.00 | \$20,000.00 |
| 1 | <i>ZZXX0483</i> COZY COCOON - SPINNING Component Color: _____ Roto Plastic 1: _____ Roto Plastic 2: _____ | \$2,855.00 | \$2,855.00 |
| 1 | <i>ZZXX0642</i> SWING ALONG W/ SS CHAINS FOR 8FT TOP RAIL Post Color: _____ Roto Plastic 1: _____ | \$1,115.00 | \$1,115.00 |
| 1 | <i>BRT06-A-19-000</i> 6' Bench with Back - Expanded Metal - Inground - Advantage Coating | \$439.00 | \$439.00 |
| 1 | <i>Wood Fiber</i> Engineered Wood Fiber Safety Surfacing Approximately 90 cy Delivered and Dropped as close to site as allowed. Does Not Include Installation | \$2,259.00 | \$2,259.00 |
| 959 | <i>PTN</i> PrimoTurf Natural Select: Rustic, Jungle, or Rainbow Turf Material Delivered and Installed over Compaction (By Others) w/ Turn Down Edge Approximately 3.5" Depth to Cover 8 ft CFH Customer is responsible to secure site during and after installation. Fry & Associates cannot be responsible for damage to site after installation is complete. | \$16.04 | \$15,382.36 |
| 1 | <i>Install</i> Equipment Installation of: (1) Cozy Cocoon - Spinning (1) Swing Along Seat w/ Chain (1) Assembly & Install of Inground Bench | \$0.00 | \$0.00 |

Continued On Next Page ...

| Qty | Description | Unit Price | Ext. Price |
|-----|-------------|-----------------|--------------------|
| | | SubTotal | \$42,050.36 |
| | | Tax | \$0.00 |
| | | Shipping | \$516.00 |
| | | Total | \$42,566.36 |

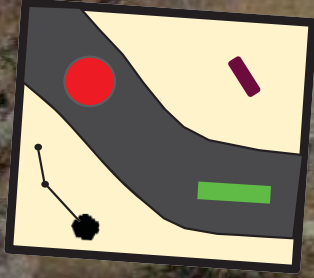
Shipping Contact: Nathan Musteen
Email: nmusteen@raymore.com

Phone: 816- 779-2225
Fax:

By Signing this I agree to the attached terms and conditions of this proposal. I also certify that I have the authority to enter the Billing Party into this agreement.

Quote Accepted By: _____ Date: _____
Pricing is CASH pricing. 3.5% will be added to the total for credit card transactions
Unless otherwise indicated all pricing good for 30 days from quote date

**Memorial Park - West Playground
FY19
Concept Plan**



**Budget
\$48,000**

- Black - Rock & Ropes Course
- Red - Cozy Cocoon
- Green - Swing Set (2 regular, 1 infant, 1 swing along)
- Charcoal - Poured in Place Surface
- Tan - Natural Playground Mulch
- Purple - Spectator Bench
- Black - Concrete Border







Raymore Parks and Recreation Board Agenda Item Information Form

Department Division: P&R Administration
Submitted By: Nathan Musteen
Date: April 23, 2019

| | | | |
|--------------------------|------------------------|--------------------------|--------------|
| <input type="checkbox"/> | Discussion Item | X | Action Item |
| X | Council Recommendation | <input type="checkbox"/> | Presentation |

Title / Issue / Request:

| |
|--|
| Festival in the Park - Memorandum of Understanding |
|--|

Background / Justification:

The Memorandum (MOU) between the Festival in the Park, LLC. details the relationship between the Festival Committee and the Department as well as the amount of in-kind support being requested of the City Council.

The MOU sets up the Festival as a rental event in Memorial Park that includes cooperation of our Parks Crews for certain operational activities related to the Festival. The Festival in the Park Committee is required to reimburse the Department for the rental of the Park as well as for the services provided to the event. The City Council will review the MOU and determine whether or not they wish to support the Festival by providing the parks crew services and rental as in-kind support. The Council approved the FY19 budget with the in-kind support for the event included.

Financial Impact:

Transfer from General Fund offsets departmental expenses for this event

Project Timeline:

April 23 - Park Board review
 May 13 - City Council review

Staff Recommendation:

Accept requested dates and approve the 2019 Festival in the Park / City of Raymore Memorandum of Understanding.

Attachments:

1. 2019 MOU

MEMORANDUM OF UNDERSTANDING



Festival in the Park - 2018
September 19-21, 2019

RAYMORE

parks & recreation

MEMORANDUM OF UNDERSTANDING



Between: Raymore Parks and Recreation
And: Festival in the Park, Inc.
Date: March 20, 2019
Re: Raymore Festival in the Park Operations 2019

The Raymore Festival in the Park is an annual event held in Raymore's Memorial Park. Since the event will be held on City property in Memorial Park and the Festival in the Park organizers have expressed an interest in using the services of certain city staff for the event, both parties recognize the need to document in writing certain specific details of the relationship between the two organizations. The City of Raymore through the Raymore Parks and Recreation Department (City) and the Raymore Festival in the Park, Inc. (RFIPI), agree that this Memorandum of Understanding shall be the agreement under which both parties will operate in concert to provide the city-wide special event that benefits the residents of Raymore.

1. City Contribution

The City Council has determined that the Festival in the Park is a unique event of public interest and importance such that an in-kind contribution of park staff labor, electrical service, and park license fee of up to \$4,500 is found to be justified and in the best interests of the citizens of Raymore and is authorized as a material term of this Memorandum of Understanding to preserve and promote the Festival. Such contribution will be made from the General Fund of the City. For its sponsorship, the City will receive those benefits outlined in Attachment # 3.

2. Procedures for approval of this document

The RFIPI shall negotiate the following license agreement to include the reservation and use of certain areas of Memorial Park and Recreation Park, as well as several areas in the City Hall and certain services listed below. The license agreement shall be reviewed by the Park Board for recommendation to the City Council. RFIPI shall present the license agreement to the Council for approval.

3. Communication between CITY and RFIPI

Both CITY and RFIPI shall each designate a single contact person through which all contact shall be made. Requests pursuant to this license agreement and requirements of the agreement as listed in the duties and responsibilities attachments shall be made in writing.

4. The License Agreement Policy of the Park Board

The Raymore Park Board has adopted a policy for the license of City-owned facilities to outside agencies for special events. This policy ensures that the City will be reimbursed for costs related to organizational use of facilities in the amount of \$150 per day for standard special events. Standard event set up shall include fresh mowing of the park area, daily trash servicing, and daily rest room servicing. Additional duties related to park



set up, event staffing, and post-event clean up shall be billed to organizations at a rate of \$20 per man hour for regular time, \$30 per man hour for overtime, and any additional expenses incurred as agreed upon by the Board and the organization.

5. License Agreement. The term of the 2019 license of City facilities by the RFIPI shall begin on Thursday, September 19, 2019 and end on Saturday, September 21, 2019.

The RFIPI shall have use of the following Memorial Park facilities for the term of this license (see map attached):

1. northeast parking lot and east central parking lot
2. east field
3. ball fields #1 and #2 and areas surrounding those fields
4. Lions shelter
5. West shelter
6. Concession stand
7. park areas north and west of the tennis courts
8. park areas south of the west shelter to Lucy Webb Road

RFIPI shall have license to use Recreation Park parking lot and trail area for the parade on the morning of Saturday, September 21, 2019.

- A. Park Closure.** At no time shall the park be closed to the public. Facilities not specifically listed in "5" above shall remain available for public use.
- B. Damage to facilities or grounds.** Any damage to facilities or grounds caused by the festival, ordinary wear and tear excepted, shall be charged to the organization in an amount to include supplies and man hours spent repairing said damage.
- C. Compensation and Reimbursables.** The amount of \$450 (\$150 daily license fee X 3 days) shall be taken from \$4,500 in-kind contribution, leaving the remainder to apply toward electrical service and park staff labor. Charges for electrical service shall be equal to the amount charged by KCPL for the meter located near the NW corner of Raymore Elementary School during the term of the license. Charges for park staff labor to perform duties listed below shall be at the rate of \$20 for regular time activities and \$30 for overtime activities.

Based on the 2018 event request, the amount of reimbursable charges is expected to be approximately \$4,000. RFIPI shall pay CITY for all services provided by CITY, if any, that exceed the City's in-kind contribution of up to \$4,500.

Duties requested by RFIPI:

1. provide trash receptacles, collect trash, dispose of trash to RFIPI provided dumpster, and clean in accordance with the following schedule:
 - Collect trash every two to three hours during the course of the event

RAYMORE

parks & recreation

- Clean rest rooms every two to three hours during the course of the event
- 2. Provide standard City forms as required.
- 3. Prepare the parks for the event to include non-standard items such as set up of chairs, tables, tents, parade line up areas, boy scout areas, carnival areas, vendor booth areas with electricity, sound system and lighting under the shelter, volleyball and basketball areas, operational barriers and cones, and transporting equipment to the site.
- 4. Provide staff for the Sunday carnival arrival and provide staff for the three-day event to perform manual duties including set up and tear down of individual activity areas, regular trash pick up, transportation of equipment between the park and the maintenance building, coordination of the parade with the police department, and troubleshooting electrical and emergency issues.
- 5. Lend equipment that has traditionally been used during the festival to RFIPI by transporting it on the day needed to the event site. Equipment includes popup tents, sound systems, extension cords, power cords and junction boxes, trailers, event/activity supplies, portable basketball hoops, t-posts and streamers, and traffic cones.

D. Independent Contractor

RFIPI is an independent contractor with respect to all services performed under this license agreement. RFIPI accepts full and exclusive liability for the payment for any services or products purchased for the event and for all premiums, contributions, or taxes for worker's compensation, social security, unemployment benefits, or other benefits now or hereinafter imposed under any state or federal law which are measured by the wages, salaries, or other remuneration paid to persons employed by RFIPI on work performed under the term of this license. RFIPI shall defend, indemnify, and hold harmless the City from any claims or liability for such contributions or taxes. Nothing contained in this license agreement nor any act of the City or of RFIPI shall be deemed or construed to create any third party beneficiary or principal or agent association or relationship with the City. RFIPI is not the City's agent and RFIPI has no authority to take any action or execute any documents on behalf of the City.

E. Indemnification

RFIPI shall defend, indemnify, and hold harmless the City from and against any and all claims arising out of or resulting from all acts or omissions in connection with this agreement caused in whole or in part by RFIPI or RFIPI's agents, regardless of whether or not caused in part by any act or omission including negligence of the City. RFIPI is not obliged under this section to indemnify CITY for the sole negligence of the City.

F. Insurance Requirements

RFIPI shall procure and maintain in effect throughout the duration of the license agreement insurance coverage listing the CITY as an additional insured that is not less than the types and amounts specified as follows:

1. Commercial general liability insurance: with limits of \$1,000,000 per occurrence and \$1,000,000 aggregate,
2. Worker's compensation insurance to meet statutory requirements,
3. Commercial automobile liability insurance, and
4. If applicable, professional liability insurance.

In the event that additional insurance, not specified herein, is required during the term of this agreement, CITY reserves the right to require RFIPI to provide such insurance or, if RFIPI fails to provide such insurance, to obtain such insurance at RFIPI's expense. Policies containing a self-insured retention are unacceptable to CITY and shall not be deemed to meet the insurance requirements of this agreement.

Policies may not be materially changed or cancelled during the term of this agreement without the City's prior written consent. Prior to any material change or cancellation, the City shall be given thirty (30) days advance notice by certified or registered mail to the City at the following address:

City of Raymore
Attn: Parks and Recreation Department
100 Municipal Circle
Raymore, MO 64083

Further, the City shall be immediately notified of any reduction or possible reduction in aggregate limits of any such policy where such reduction, when added to any previous reductions, would exceed 10% of the aggregate.

RFIPI shall, by no later than **August 16, 2019**, provide the City with proof of insurance evidencing that RFIPI has met the insurance requirements of this agreement. Such insurance policies shall name the CITY as additional insured.

G. Compliance with laws

RFIPI shall comply with all federal, state and local laws, ordinances, and regulations applicable to this license agreement. RFIPI, at its own expense, shall secure all occupational and professional licenses and permits from public or private sources necessary for the fulfillment of its obligations under this license agreement. All references to "code" shall mean the City's code of ordinances, including any amendments thereto or recodification thereof.

H. RFIPI Responsibilities

See attachment #1, RFIPI's responsibilities, incorporated into this agreement.

I. Termination of Agreement

CITY may, at any time upon ten (10) days notice to RFIPI specifying the effective date of termination, terminate this agreement, in whole or in part, if RFIPI is determined by the City to be in breach of any portion of this agreement. RFIPI may terminate this agreement upon ten (10) days notice to CITY if CITY is in material breach before the end of the ten day notice period. If this agreement is terminated prior to the completion of the services to be performed hereunder, all finished or unfinished documents and agreements prepared or obtained by RFIPI pursuant to this agreement shall become City property. If this agreement is terminated prior to the completion of the term, RFIPI shall immediately remove all property owned by it or its agents that is located on the licensed premises.

RAYMORE

parks & recreation

J. Defaults and Remedies

Should RFIPI be in default or breach of any provision of the agreement, CITY may terminate, suspend CITY's performance, or invoke any other legal or equitable remedy after giving RFIPI reasonable notice and opportunity to correct such default or breach.

K. Annual Report

A detailed report shall be presented to the City Council after the event.

L. Americans with Disabilities Act

RFIPI shall comply, during the course of this license agreement, with all provisions of the Americans with Disabilities Act.

M. Assignability or Subcontracting

RFIPI shall not subcontract, transfer, or assign any part or all of RFIPI's privileges, obligations, or interests without CITY's prior written approval.

N. City logo.

RFIPI shall place the City of Raymore's logo or name and title usage as set forth on attachment #2 on all festival information distributed to the public.



SIGNATURES:

President, Raymore Festival in the Park, Inc.

| | | |
|-------------------|---------------------------|----------------|
| <u>Dan Barnes</u> | <u>Dan Barnes</u> | <u>4/11/19</u> |
| Printed Name | RFIPI President Signature | Date |

City Manager, City of Raymore

| | | |
|--------------|------------------------|-------|
| _____ | _____ | _____ |
| Printed Name | City Manager Signature | Date |

Chair, Raymore Parks and Recreation Board

| | | |
|--------------|----------------------------|-------|
| _____ | _____ | _____ |
| Printed Name | Park Board Chair Signature | Date |

RAYMORE

parks & recreation

RFIPI's Responsibilities

Attachment #1

1. Designate in writing a person to act as RFIPI representative with respect to this license.
2. Provide an event operations map – draft by the First week of August for City review.
3. Provide an event operations map - final including all staging and vendor booth locations by the First week of September.
4. Provide a Festival event schedule – draft by First week of August for CITY review
5. Provide a Festival event schedule – final by First week of September for CITY review
6. Coordinate and provide all advertising and promotion
7. Coordinate and provide all mailing of and postage for all flyers direct mailed
8. Accept and receipt participant registrations
9. Field event information requests
10. Contract with a carnival
11. Coordinate the carnival's pre-event inspection
12. Supply tents, tables, chairs, port-a-potties (minimum 4 plus 1 ADA accessible)
13. Provide staffing of event activities and parking areas
14. Coordinate and provide concession stand operations
15. Provide all concessions equipment and supplies
16. Clean up concession stand after the event
17. Supply any equipment not currently in the parks inventory necessary for the safe and efficient operation of the event to include: Paint, office supplies, money bags, extension cords, and any other items in the inventory of the parks that are not sufficient in number.
18. Supply electricity for carnival housing trailers
19. Coordinate event activities with RPD for overnight security, parking and parade traffic assistance
20. Coordinate with SMFPD for on-site first aid
21. Coordinate with Emergency Mgmt for emergency plan, if necessary
22. Provide all activity and event awards
23. Coordinate sales tax collection by vendors with the state
24. Include the City in the text of all waivers on activity registration forms
25. Coordinate street clean up after the parade
26. Maintain all park areas in a professional manner -No decorations or signs may be taped to any city facilities.
27. Provide 40-yard dumpster on site for daily trash collection
28. **Communicate any changes from the 2018 festival in the park to CITY by First week of August for review and incorporation into the staffing and operational plans by the department**
29. Protect (by all means necessary) park facilities, amenities and features. This includes the Arboretum and exercise trail.



City of Raymore Name and Title Usage

Attachment #2

Guidelines

(A new City logo and brand has been adopted, RFIPI is responsible for adhering to the policy for use. All questions or changes regarding the City of Raymore Name and Title Usage shall be addressed with the City Communications Department)

The City of Raymore name and title usage may be used in or in substitution of logo recognition of the significant contributions of the City. Below is the approved title usage:

In association with the City of Raymore

In cooperation with the City of Raymore

Operated in agreement with the City of Raymore

As authorized by the City of Raymore.

The Logo

The City logo may be used in addition to or in substitution of written recognition of the significant contributions of the City.

The logo is designed to reflect the City's identity, therefore it must be used correctly and consistently.



City of Raymore Sponsorship and Benefits

Attachment #3

1. All printed materials such as flyers, entry forms, posters and the like will carry the City of Raymore logo or the City's name and title usage as set forth on Attachment #2.
2. All advertising local as well as metro wide will carry the City of Raymore logo or the City's name and title usage as set forth on Attachment #2.
3. The City of Raymore will be provided booth space, at no charge, during the Festival in which to promote City activities or programs.
4. The City of Raymore will be provided the opportunity, at no charge, to enter a float in the parade.
5. A representative of the City or City Council will be invited to serve on the Festival Committee.
6. A representative of the City or City Council will be invited to serve as a goodwill ambassador in the Hospitality venue during the Festival, if such a venue is in operation.



Raymore Parks and Recreation Board Agenda Item Information Form

Department Division: P&R Administration
Submitted By: Nathan Musteen
Date: April 23, 2019

| | | | |
|--------------------------|------------------------|--------------------------|--------------|
| <input type="checkbox"/> | Discussion Item | X | Action Item |
| X | Council Recommendation | <input type="checkbox"/> | Presentation |

Title / Issue / Request:

Festival in the Park - Alcohol in the Park Application

Background / Justification:

An application was filed by the Festival in the Park Committee to serve alcohol in Memorial Park at the Festival on September 20 & 21, 2018.

The approval process includes consideration at the Park Board level, where the Board will make a recommendation to the Council, followed by the Council's consideration of the request. The Council ultimately makes the decision on whether or not to permit each organization on a case by case basis per section IV: 1 of the Alcohol in the Park Policy.

Festival Request

The Festival in the Park Committee's application is complete and the organizers will apply for the alcohol permit required if their application is approved.

Alcohol will be permitted on the grounds where Festival activities are located including: Shelter house, concessions, arts and crafts, carnival, bingo tent, volleyball court area, car show, BBQ area and tennis court areas.

Financial Impact: - NA

Project Timeline:

April 23 - Park Board review
 Begin Public Hearing Process
 May 14 - City Council review

Staff Recommendation:

Approve the 2019 Festival in the Park request to serve alcohol during the 2019 Festival in the Park.



Attachments:

1. Letter of Request



4/11/19

Mr. Nathan Musteen
Parks & Recreation Director
City of Raymore
100 Municipal Circle
Raymore, MO 64083

RE: Special Events on Park Property Serving Alcohol

Dear Mr. Musteen:

This letter is in response to the Raymore Parks & Recreation Alcohol Policy - Outdoor Facilities, in accordance with paragraph IV. - 2. Please consider this letter as the Raymore Festival in the Park Committee's application for the upcoming Raymore Festival in the Park to be held September 19, 20 and 21, 2019 at Raymore Memorial Park.

The Committee's plan is not to have alcohol at the Festival on Thursday, September 19, as this night is considered "Family Night".

Here is the information as requested:

A: Names of the lead adults supervising the event on site:

- a. Dan Barnes - Chairman
- b. Matt Sehorn, Vice-Chairman
- c. Ron Lacy, Treasurer
- d. Mary Lacy, Secretary

B: The organization contact address:

Raymore Festival in the Park
P O Box 1232
Raymore, MO 64083

C: Contact phone numbers:

- a. Dan Barnes, Chairman 816-304-4590 (c)
- b. Matt Sehorn, Vice Chairman 816-365-3708 (c)
- c. Ron Lacy, Treasurer 816-588-5167 (c) or ronlacy38@yahoo.com

D: Sponsoring organization

Raymore Festival in the Park Committee

E: Alcohol will be served to any adult over the age of 21 with proper identification. Alcohol will not be served to any person under the age of 21, or any adult over the age of 21 without proper identification., ID's will be verified. Alcohol will be served to a patron by the Committee, at the server's discretion. Alcohol will be permitted on the grounds where Festival activities are located including: Shelter house, concession, arts and crafts, carnival, bingo tent, volleyball court area, car show, BBQ area and tennis courts area.

F: The following is a list of adult members serving alcohol for the event in the park: Matt Sehorn, Brenda Sehorn, Dan Barnes, Tammy Barnes, Ron Lacy, Mary Lacy, Kim Fitzgerald, Velma Redwine, Sharon Van Winkle and other Committee members.

G: The number and ages of patrons expended to attend the beer garden: Approximately 200 people each day (21 and over).

H: Dates and times requested for the special event:

September 20 - 6:00 p.m. until 10:00 p.m.

September 21 -12:00 Noon until 10:00 p.m.

I: Application for required license to serve alcohol is being made to:

- a. Missouri Division of Alcohol & Tobacco - Picnic License
- b. City of Raymore - Alcohol Beverage License

The Committee further acknowledges;

- a. Proof of Insurance must be provided
- b. Security must be present when alcohol is being served, and for one hour afterwards or until the park is cleared.

Sincerely,

 4/11/19

Dan Barnes, Chairman
Raymore Festival in the Park Committee



MISCELLANEOUS ITEMS

- March 26 - Work Session Notes
- Status of Capital Improvements
(Provided to the Council the 1st meeting of each month)
- Financials - As of March 2019



**Work Session Agenda
Raymore Parks and Recreation Board**

**Tuesday, March 26, 2019
6:30 PM**

**Executive Conference Room
100 Municipal Circle
Raymore, Missouri 64083**

Members Present: Chairman Trautman, Members: Cipolla, Harris, and Supple.

Staff Present: Director Musteen, Parks Superintendent Rulo, Recreation Superintendent McLain and City Attorney Jonathan Zerr

Call to Order: Chairman Trautman called the meeting to order at 6:34 pm.

1. Memorial Park Playground

Director Musteen presented a concept idea and outlined a plan to the Park Board for the FY19 Memorial Park playground project. The members present were asked if they liked the idea and whether staff should present to the Board in April.

All members present were pleased with the proposal and recommended to staff to move forward with Board approval in April.

2. Adjournment - The meeting adjourned at 6:58pm.

Status of Park & Recreation Capital Improvements

4/23/2019

2019 Projects

- Recreation Park Ballfield Lights: Installation of lighting on fields 1 and 2 at Recreation Park. *Park Sales Tax Fund, \$90,000 (NM)*
 - RFP is posted
 - Pre-Bid: November 28 & 29
 - Bid Opening: December 5
 - Park Board: January 22
 - City Council: February 11 & 25
 - Notice to Proceed: March 11
 - Under Construction
- Recreation Park Pond: This project would involve an environmental analysis in the first year. The information gathered will provide guidance for the removal of sediment in the pond and cleaning up around the area making it easier to fish and more aesthetically pleasing. *Park Sales Tax Fund, \$10,000 (NM)*
 - Study is Complete: August 2018
 - RFP is posted
 - Pre-Bid: November 29 & 30
 - Bid Opening: December 7
 - Park Board: January 22
 - City Council: February 11 & 25
 - Notice to Proceed: March 21
 - Under Construction
- Memorial Park Trail Lights: The purchase and installation of light pole replacements in the Arboretum at Memorial Park. *Park Sales Tax Fund, \$26,000 (NM)*
- Memorial Park Playground Improvements: The replacement of the old playground equipment north of the West Shelter at the Arboretum. *Park Sales Tax Fund, \$48,000 (NM)*
 - Design - March - April
 - Park Board: April 23

2018 Projects

- Recreation Park Picnic Pavilion: This project would involve the demolition of the existing park house and site restoration and create an additional picnic pavilion with restrooms and special event storage. *Park Sales Tax Fund, \$210,000 (NM)*
 - Park House Demo
 - Pre-Bid: December 12 & 13
 - Bid Opening: December 20
 - Park Board: January 22
 - City Council: February 11 & 25
 - Notice to Proceed: March 11

- Under Construction

- Recreation Park Pedestrian Bridge Replacement: This project would involve the replacement of the current bridge and construction of new pedestrian crossing to the east connecting Moon Valley and Recreation Park. *Park Sales Tax Fund, \$55,000 (NM)*
 - Park Board: November 27, 2018
 - City Council: January 14, 2019
 - Notice to Proceed: March 11
 - Under Construction

2017 Projects

- Trail Lighting: This project involves a systematic study of costs, safety and needs assessment prioritizing the installation of lights along the trail system in the Parks and Recreation Department. *Park Sales Tax Fund, \$100,000 (NM)*
 - Project on hold

2016 Projects

- Hawk Ridge Park Phase (I-b) ADA Dock: This project involves the purchase and installation of an ADA dock in Johnston Lake at the park. Staff worked with CAPS (Community Assistance Program) with the Missouri Department of Conservation seeking opportunities for grants and partnerships to obtain additional funding. The Council and Park Board approved an updated agreement in which the MO Department of Conservation will provide assistance with this project and other amenities totalling 75% of total project costs with a maximum of \$178,000. In addition, a 50 ft long fishing jetty will be added to the overall fishing access portion of the project. *Parks Sales Tax Fund, \$45,000 (NM)*
 - Construction is underway
 - Completion - Spring 2019
- Hawk Ridge Park Phase (I-c) Restroom: This project would involve the installation of a restroom facility at the park. This project has been partnered with the ADA Dock listed above and is also being completed and jointly funded under the CAPS agreement. *Park Sales Tax Fund, \$90,000 (NM)*
 - Construction is underway
 - Completion - Spring 2019

2015 Projects

- Hawk Ridge Park Walking Trail - Lake Loop
This trail will be a concrete path that is 4" in depth and 10' in width that loops around the perimeter of Johnston Lake. This project was initially delayed and has been partnered with the ADA Dock listed above. The loop trail is also partially funded under the CAPS agreement. *Park Sales Tax Fund, \$160,000; (NM)*
 - Construction is underway
 - Completion - Spring 2019

Bond Projects

- HAWK RIDGE PARK Projects
 - Construction is underway
 - Completion - Spring 2019

Hawk Ridge Park - Additional Signage: The final phase of the Hawk Ridge Park Master Plan calls for park signage that includes monument entrance signs, facility signs, trail and wayfinding signage, furnishings and other features that will enhance the park experience.

Hawk Ridge Park - Amphitheater: Located on the east side of Johnston Lake in Hawk Ridge Park, the amphitheater is the focal point of the HRP Master Plan and would be the facility for theater, musical performances and other community arts programming. This project involves other

amenities that include additional parking, restrooms, trail enhancements, infrastructure and grading work.

Hawk Ridge Park - Parking lot expansion & ADA Playground: This phase of the Hawk Ridge Park improvements include an all-inclusive playground, parking and infrastructure expansion on the north-west side of Johnston Lake.

- T.B Hanna Station Park - Splash Park/Skate Rink: T.B. Hanna Station will gain a number of new amenities that would join the newly opened Depot shelter. Included in this project would be a spray water park, community ice rink and playground.
 - Design/Consultant Contract before the Park Board (1/23/18)
 - Design/Consultant Contract before the City Council (1st Read/Feb 12 - 2nd Read/Feb 26)
 - Design underway - April 2018
 - Accepted Donation from Variety KC - October
 - Redesigned playground/sprayground to be all-inclusive: December - March
 - Bidding documents and site plan development - now

All Inclusive Playground

Hawk Ridge Park will be home to Cass County's first and only ALL-Inclusive Playground. Designed by Unlimited Play and funded by the Raymore Community, this playground will be a destination play area for people of all abilities and nestled in the newly updated Hawk Ridge Park.

- Fundraising is underway

25 -PARK FUND
 FINANCIAL SUMMARY

| | PRIOR YEAR ENDING PO BAL. | PRIOR YEAR PO ADJUST. | REMAINING PRIOR YEAR PO BALANCE | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBRANCE | BUDGET BALANCE | % OF BUDGET |
|------------------------------------|------------------------------|--------------------------|---------------------------------------|-------------------|-------------------|------------------------|----------------------|-------------------|----------------|
| <u>REVENUE SUMMARY</u> | | | | | | | | | |
| <u>NON-DEPARTMENTAL</u> | | | | | | | | | |
| <u>PARKS DIVISION</u> | | | | | | | | | |
| PROPERTY TAXES | 0.00 | 0.00 | 0.00 | 402,780.00 | 3,295.11 | 391,483.98 | 0.00 | 11,296.02 | 97.20 |
| MISCELLANEOUS | 0.00 | 0.00 | 0.00 | 7,967.00 | 1,201.57 | 11,133.48 | 0.00 | (3,166.48) | 139.74 |
| FACILITY RENTAL REVENUE | 0.00 | 0.00 | 0.00 | 6,080.00 | 875.00 | 1,045.00 | 0.00 | 5,035.00 | 17.19 |
| TRANSFERS - INTERFUND | 0.00 | 0.00 | 0.00 | 450,000.00 | 37,500.00 | 187,500.00 | 0.00 | 262,500.00 | 41.67 |
| TOTAL PARKS DIVISION | 0.00 | 0.00 | 0.00 | 866,827.00 | 42,871.68 | 591,162.46 | 0.00 | 275,664.54 | 68.20 |
| <u>RECREATION DIVISION</u> | | | | | | | | | |
| CONCESSION REVENUE | 0.00 | 0.00 | 0.00 | 62,000.00 | 14.00 | 445.50 | 0.00 | 61,554.50 | 0.72 |
| FACILITY RENTAL REVENUE | 0.00 | 0.00 | 0.00 | 22,200.00 | 600.00 | 2,928.75 | 0.00 | 19,271.25 | 13.19 |
| PROGRAM REVENUE | 0.00 | 0.00 | 0.00 | 227,520.00 | 50,148.00 | 109,587.75 | (95.00) | 118,027.25 | 48.12 |
| TOTAL RECREATION DIVISION | 0.00 | 0.00 | 0.00 | 311,720.00 | 50,762.00 | 112,962.00 | (95.00) | 198,853.00 | 36.21 |
| <u>CENTERVIEW</u> | | | | | | | | | |
| FACILITY RENTAL REVENUE | 0.00 | 0.00 | 0.00 | 50,205.00 | 2,330.00 | 22,254.99 | 0.00 | 27,950.01 | 44.33 |
| PROGRAM REVENUE | 0.00 | 0.00 | 0.00 | 2,600.00 | 60.00 | 2,085.00 | 0.00 | 515.00 | 80.19 |
| TOTAL CENTERVIEW | 0.00 | 0.00 | 0.00 | 52,805.00 | 2,390.00 | 24,339.99 | 0.00 | 28,465.01 | 46.09 |
| <u>RAYMORE ACTIVITY CENTER</u> | | | | | | | | | |
| MISCELLANEOUS | 0.00 | 0.00 | 0.00 | 2,340.00 | 0.00 | 0.00 | 0.00 | 2,340.00 | 0.00 |
| CONCESSION REVENUE | 0.00 | 0.00 | 0.00 | 7,650.00 | 180.00 | 770.00 | 0.00 | 6,880.00 | 10.07 |
| FACILITY RENTAL REVENUE | 0.00 | 0.00 | 0.00 | 13,050.00 | 127.50 | 1,660.00 | 0.00 | 11,390.00 | 12.72 |
| PROGRAM REVENUE | 0.00 | 0.00 | 0.00 | 146,800.00 | 3,915.00 | 23,775.01 | (250.00) | 123,274.99 | 16.03 |
| TOTAL RAYMORE ACTIVITY CENTER | 0.00 | 0.00 | 0.00 | 169,840.00 | 4,222.50 | 26,205.01 | (250.00) | 143,884.99 | 15.28 |
| TOTAL REVENUES | 0.00 | 0.00 | 0.00 | 1,401,192.00 | 100,246.18 | 754,669.46 | (345.00) | 646,867.54 | 53.83 |
| <u>EXPENDITURE SUMMARY</u> | | | | | | | | | |
| PARKS DIVISION | 0.00 | 0.00 | 0.00 | 732,989.00 | 55,611.48 | 269,014.80 | 10,396.38 | 453,577.82 | 38.12 |
| RECREATION DIVISION | 0.00 | 0.00 | 0.00 | 537,076.00 | 40,020.54 | 185,037.08 | 3,204.79 | 348,834.13 | 35.05 |
| CENTERVIEW | 182.79 | 182.79 | 0.00 | 49,255.00 | 1,632.10 | 8,060.32 | 504.54 | 40,690.14 | 17.39 |
| RAYMORE ACTIVITY CENTER | 0.00 | 0.00 | 0.00 | 81,172.00 | 3,928.34 | 17,014.16 | 754.67 | 63,403.17 | 21.89 |
| TOTAL EXPENDITURES | 182.79 | 182.79 | 0.00 | 1,400,492.00 | 101,192.46 | 479,126.36 | 14,860.38 | 906,505.26 | 35.27 |
| REVENUES OVER/(UNDER) EXPENDITURES | (182.79) | 182.79 | 0.00 | 700.00 | (946.28) | 275,543.10 | (15,205.38) | (259,637.72) | 7,191.10 |

25 -PARK FUND
 REVENUES

| | PRIOR YEAR ENDING PO BAL. | PRIOR YEAR PO ADJUST. | REMAINING PRIOR YEAR PO BALANCE | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBRANCE | BUDGET BALANCE | % OF BUDGET |
|--|------------------------------|--------------------------|---------------------------------------|-------------------|-------------------|------------------------|----------------------|-------------------|----------------|
| NON-DEPARTMENTAL ===== | | | | | | | | | |
| MISCELLANEOUS | | | | | | | | | |
| TRANSFERS - INTERFUND | | | | | | | | | |
| PARKS DIVISION ===== | | | | | | | | | |
| <u>PROPERTY TAXES</u> | | | | | | | | | |
| 25-4010-0000 REAL ESTATE PROPERTY TAX | 0.00 | 0.00 | 0.00 | 336,715.00 | 776.41 | 331,254.10 | 0.00 | 5,460.90 | 98.38 |
| 25-4020-0000 PERSONAL PROPERTY TAX | 0.00 | 0.00 | 0.00 | 66,065.00 | 2,518.70 | 60,229.88 | 0.00 | 5,835.12 | 91.17 |
| TOTAL PROPERTY TAXES | 0.00 | 0.00 | 0.00 | 402,780.00 | 3,295.11 | 391,483.98 | 0.00 | 11,296.02 | 97.20 |
| <u>MISCELLANEOUS</u> | | | | | | | | | |
| 25-4350-0000 INTEREST REVENUE | 0.00 | 0.00 | 0.00 | 7,967.00 | 1,077.27 | 8,949.48 | 0.00 | (982.48) | 112.33 |
| 25-4370-0000 MISCELLANEOUS REVENUE | 0.00 | 0.00 | 0.00 | 0.00 | 124.30 | 184.00 | 0.00 | (184.00) | 0.00 |
| 25-4480-1500 DONATIONS - LEGACY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 | 0.00 | (2,000.00) | 0.00 |
| TOTAL MISCELLANEOUS | 0.00 | 0.00 | 0.00 | 7,967.00 | 1,201.57 | 11,133.48 | 0.00 | (3,166.48) | 139.74 |
| <u>FACILITY RENTAL REVENUE</u> | | | | | | | | | |
| 25-4710-0000 PARK RENTAL FEES | 0.00 | 0.00 | 0.00 | 6,080.00 | 875.00 | 1,045.00 | 0.00 | 5,035.00 | 17.19 |
| TOTAL FACILITY RENTAL REVENUE | 0.00 | 0.00 | 0.00 | 6,080.00 | 875.00 | 1,045.00 | 0.00 | 5,035.00 | 17.19 |
| <u>TRANSFERS - INTERFUND</u> | | | | | | | | | |
| 25-4901-0000 TRANSFER FROM GENERAL FUN | 0.00 | 0.00 | 0.00 | 100,000.00 | 8,333.33 | 41,666.65 | 0.00 | 58,333.35 | 41.67 |
| 25-4947-0000 TRANSFER FROM PARK SALES | 0.00 | 0.00 | 0.00 | 350,000.00 | 29,166.67 | 145,833.35 | 0.00 | 204,166.65 | 41.67 |
| TOTAL TRANSFERS - INTERFUND | 0.00 | 0.00 | 0.00 | 450,000.00 | 37,500.00 | 187,500.00 | 0.00 | 262,500.00 | 41.67 |
| TOTAL PARKS DIVISION | 0.00 | 0.00 | 0.00 | 866,827.00 | 42,871.68 | 591,162.46 | 0.00 | 275,664.54 | 68.20 |
| RECREATION DIVISION ===== | | | | | | | | | |
| <u>PROPERTY TAXES</u> | | | | | | | | | |
| <u>MISCELLANEOUS</u> | | | | | | | | | |
| <u>CONCESSION REVENUE</u> | | | | | | | | | |
| 26-4700-0000 CONCESSION | 0.00 | 0.00 | 0.00 | 62,000.00 | 14.00 | 445.50 | 0.00 | 61,554.50 | 0.72 |
| TOTAL CONCESSION REVENUE | 0.00 | 0.00 | 0.00 | 62,000.00 | 14.00 | 445.50 | 0.00 | 61,554.50 | 0.72 |

25 -PARK FUND
 REVENUES

| | PRIOR YEAR ENDING PO BAL. | PRIOR YEAR PO ADJUST. | REMAINING PRIOR YEAR PO BALANCE | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBRANCE | BUDGET BALANCE | % OF BUDGET |
|--|------------------------------|--------------------------|---------------------------------------|-------------------|-------------------|------------------------|----------------------|-------------------|----------------|
| <u>FACILITY RENTAL REVENUE</u> | | | | | | | | | |
| 26-4710-0000 RENTAL FEES | 0.00 | 0.00 | 0.00 | 22,200.00 | 600.00 | 2,928.75 | 0.00 | 19,271.25 | 13.19 |
| TOTAL FACILITY RENTAL REVENUE | 0.00 | 0.00 | 0.00 | 22,200.00 | 600.00 | 2,928.75 | 0.00 | 19,271.25 | 13.19 |
| <u>PROGRAM REVENUE</u> | | | | | | | | | |
| 26-4715-1600 PROGRAM - LEAGUE MISC | 0.00 | 0.00 | 0.00 | 12,250.00 | 45.00 | 2,510.00 | 0.00 | 9,740.00 | 20.49 |
| 26-4715-1610 PROGRAM - BASEBALL/SOFTBA | 0.00 | 0.00 | 0.00 | 86,600.00 | 37,775.00 | 47,026.00 | (95.00) | 39,669.00 | 54.19 |
| 26-4715-1620 PROGRAM - SOCCER | 0.00 | 0.00 | 0.00 | 67,900.00 | 8,013.00 | 45,714.75 | 0.00 | 22,185.25 | 67.33 |
| 26-4715-1625 PROGRAM - ADULT SOFTBALL | 0.00 | 0.00 | 0.00 | 20,250.00 | 1,350.00 | 1,800.00 | 0.00 | 18,450.00 | 8.89 |
| 26-4715-1635 PROGRAM - INSTRUCTIONAL | 0.00 | 0.00 | 0.00 | 6,300.00 | 235.00 | 640.00 | 0.00 | 5,660.00 | 10.16 |
| 26-4715-1640 PROGRAM - TINY SPORTS | 0.00 | 0.00 | 0.00 | 11,520.00 | 1,680.00 | 6,140.00 | 0.00 | 5,380.00 | 53.30 |
| 26-4715-1645 PROGRAM - FITNESS | 0.00 | 0.00 | 0.00 | 7,200.00 | 50.00 | 0.00 | 0.00 | 7,200.00 | 0.00 |
| 26-4720-0000 SPECIAL EVENT CONTRIBUTIO | 0.00 | 0.00 | 0.00 | 15,500.00 | 1,000.00 | 5,757.00 | 0.00 | 9,743.00 | 37.14 |
| TOTAL PROGRAM REVENUE | 0.00 | 0.00 | 0.00 | 227,520.00 | 50,148.00 | 109,587.75 | (95.00) | 118,027.25 | 48.12 |
| TOTAL RECREATION DIVISION | 0.00 | 0.00 | 0.00 | 311,720.00 | 50,762.00 | 112,962.00 | (95.00) | 198,853.00 | 36.21 |

CENTERVIEW
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| | | | | | | | | | |
|--------------------------------|------|------|------|-----------|----------|-----------|------|-----------|-------|
| <u>MISCELLANEOUS</u> | | | | | | | | | |
| <u>FACILITY RENTAL REVENUE</u> | | | | | | | | | |
| 27-4710-0000 RENTAL FEES | 0.00 | 0.00 | 0.00 | 50,205.00 | 2,330.00 | 22,254.99 | 0.00 | 27,950.01 | 44.33 |
| TOTAL FACILITY RENTAL REVENUE | 0.00 | 0.00 | 0.00 | 50,205.00 | 2,330.00 | 22,254.99 | 0.00 | 27,950.01 | 44.33 |
| <u>PROGRAM REVENUE</u> | | | | | | | | | |
| 27-4715-1600 PROGRAMS-MISC | 0.00 | 0.00 | 0.00 | 2,600.00 | 60.00 | 2,085.00 | 0.00 | 515.00 | 80.19 |
| TOTAL PROGRAM REVENUE | 0.00 | 0.00 | 0.00 | 2,600.00 | 60.00 | 2,085.00 | 0.00 | 515.00 | 80.19 |
| TOTAL CENTERVIEW | 0.00 | 0.00 | 0.00 | 52,805.00 | 2,390.00 | 24,339.99 | 0.00 | 28,465.01 | 46.09 |

RAYMORE ACTIVITY CENTER
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|------------------------------------|------|------|------|-----------|--------|----------|------|-----------|-------|
| <u>MISCELLANEOUS</u> | | | | | | | | | |
| 28-4370-0000 MISCELLANEOUS REVENUE | 0.00 | 0.00 | 0.00 | 2,340.00 | 0.00 | 0.00 | 0.00 | 2,340.00 | 0.00 |
| TOTAL MISCELLANEOUS | 0.00 | 0.00 | 0.00 | 2,340.00 | 0.00 | 0.00 | 0.00 | 2,340.00 | 0.00 |
| <u>CONCESSION REVENUE</u> | | | | | | | | | |
| 28-4700-0000 CONCESSION | 0.00 | 0.00 | 0.00 | 7,650.00 | 180.00 | 770.00 | 0.00 | 6,880.00 | 10.07 |
| TOTAL CONCESSION REVENUE | 0.00 | 0.00 | 0.00 | 7,650.00 | 180.00 | 770.00 | 0.00 | 6,880.00 | 10.07 |
| <u>FACILITY RENTAL REVENUE</u> | | | | | | | | | |
| 28-4710-0000 RENTAL FEES | 0.00 | 0.00 | 0.00 | 13,050.00 | 127.50 | 1,660.00 | 0.00 | 11,390.00 | 12.72 |
| TOTAL FACILITY RENTAL REVENUE | 0.00 | 0.00 | 0.00 | 13,050.00 | 127.50 | 1,660.00 | 0.00 | 11,390.00 | 12.72 |

25 -PARK FUND

PARKS DIVISION

DEPARTMENTAL EXPENDITURES

| | PRIOR YEAR ENDING PO BAL. | PRIOR YEAR PO ADJUST. | REMAINING PRIOR YEAR PO BALANCE | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBRANCE | BUDGET BALANCE | % OF BUDGET |
|--|------------------------------|--------------------------|---------------------------------------|-------------------|-------------------|------------------------|----------------------|-------------------|----------------|
| <u>PERSONNEL</u> | | | | | | | | | |
| 25-5010-0000 SALARIES/WAGES | 0.00 | 0.00 | 0.00 | 19,233.00 | 0.00 | 0.00 | 0.00 | 19,233.00 | 0.00 |
| 25-5010-1250 SALARIES/WAGES | 0.00 | 0.00 | 0.00 | 327,719.00 | 22,866.81 | 135,261.50 | 0.00 | 192,457.50 | 41.27 |
| 25-5020-1250 FICA | 0.00 | 0.00 | 0.00 | 25,751.00 | 1,791.74 | 10,592.07 | 0.00 | 15,158.93 | 41.13 |
| 25-5030-1250 UNEMPLOYMENT | 0.00 | 0.00 | 0.00 | 1,011.00 | 17.03 | 17.03 | 0.00 | 993.97 | 1.68 |
| 25-5040-1250 GROUP INSURANCE | 0.00 | 0.00 | 0.00 | 55,986.00 | 4,261.17 | 21,307.20 | 0.00 | 34,678.80 | 38.06 |
| 25-5045-1250 LAGERS | 0.00 | 0.00 | 0.00 | 50,582.00 | 3,695.47 | 20,873.65 | 0.00 | 29,708.35 | 41.27 |
| 25-5050-1250 OVERTIME | 0.00 | 0.00 | 0.00 | 8,892.00 | 1,643.69 | 8,552.89 | 0.00 | 339.11 | 96.19 |
| 25-5060-1250 WORKERS COMP | 0.00 | 0.00 | 0.00 | 9,189.00 | 745.89 | 3,729.45 | 0.00 | 5,459.55 | 40.59 |
| TOTAL PERSONNEL | 0.00 | 0.00 | 0.00 | 498,363.00 | 35,021.80 | 200,333.79 | 0.00 | 298,029.21 | 40.20 |
| <u>COMMODITIES</u> | | | | | | | | | |
| 25-6065-1250 EQUIPMENT & FIXTURES-PARK | 0.00 | 0.00 | 0.00 | 6,900.00 | 0.00 | 0.00 | 0.00 | 6,900.00 | 0.00 |
| 25-6070-1250 FUEL/OIL | 0.00 | 0.00 | 0.00 | 10,450.00 | 466.01 | 2,328.28 | 1,530.93 | 6,590.79 | 36.93 |
| 25-6150-1010 OFFICE SUPPLIES | 0.00 | 0.00 | 0.00 | 1,500.00 | 35.83 | 103.44 | 0.00 | 1,396.56 | 6.90 |
| 25-6260-1250 TOOLS/EQUIPMENT | 0.00 | 0.00 | 0.00 | 2,500.00 | 0.00 | 0.00 | 0.00 | 2,500.00 | 0.00 |
| 25-6270-1010 UNIFORMS | 0.00 | 0.00 | 0.00 | 162.00 | 0.00 | 0.00 | 0.00 | 162.00 | 0.00 |
| 25-6270-1250 UNIFORMS | 0.00 | 0.00 | 0.00 | 3,825.00 | 357.45 | 2,951.20 | 0.00 | 873.80 | 77.16 |
| TOTAL COMMODITIES | 0.00 | 0.00 | 0.00 | 25,337.00 | 859.29 | 5,382.92 | 1,530.93 | 18,423.15 | 27.29 |
| <u>MAINTENANCE & REPAIRS</u> | | | | | | | | | |
| 25-6400-1250 BUILDING MAINTENANCE | 0.00 | 0.00 | 0.00 | 2,000.00 | 0.00 | 64.73 | 0.00 | 1,935.27 | 3.24 |
| 25-6410-1250 EQUIPMENT MAINTENANCE | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 | 99.96 | 159.00 | 241.04 | 51.79 |
| 25-6430-1250 GROUNDS MAINTENANCE | 0.00 | 0.00 | 0.00 | 40,000.00 | 3,467.83 | 8,907.65 | 3,072.11 | 28,020.24 | 29.95 |
| 25-6430-1255 GROUNDS MAINT-TREES | 0.00 | 0.00 | 0.00 | 4,000.00 | 0.00 | 0.00 | 0.00 | 4,000.00 | 0.00 |
| 25-6430-1500 GROUNDS MAINTENANCE - LEG | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,947.39 | 1,674.00 | (3,621.39) | 0.00 |
| 25-6490-1010 VEHICLE MAINTENANCE | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 | 302.76 | 447.70 | (250.46) | 150.09 |
| TOTAL MAINTENANCE & REPAIRS | 0.00 | 0.00 | 0.00 | 47,000.00 | 3,467.83 | 11,322.49 | 5,352.81 | 30,324.70 | 35.48 |
| <u>UTILITIES</u> | | | | | | | | | |
| 25-6800-1010 ELECTRICITY | 0.00 | 0.00 | 0.00 | 46,564.00 | 3,245.92 | 12,613.70 | 0.00 | 33,950.30 | 27.09 |
| 25-6810-1010 WATER | 0.00 | 0.00 | 0.00 | 215.00 | 0.00 | 0.00 | 0.00 | 215.00 | 0.00 |
| TOTAL UTILITIES | 0.00 | 0.00 | 0.00 | 46,779.00 | 3,245.92 | 12,613.70 | 0.00 | 34,165.30 | 26.96 |
| <u>CONTRACTUAL</u> | | | | | | | | | |
| 25-7020-1010 ADVERTISING/LEGAL NOTICES | 0.00 | 0.00 | 0.00 | 135.00 | 0.00 | 0.00 | 0.00 | 135.00 | 0.00 |
| 25-7090-1010 ED/TRAIN/SEMINAR | 0.00 | 0.00 | 0.00 | 2,750.00 | 2,325.00 | 3,349.71 | 0.00 | (599.71) | 121.81 |
| 25-7090-1255 EDUCATION/TRAINING/SEMINA | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 | 445.00 | 0.00 | 55.00 | 89.00 |
| 25-7140-1250 EQUIPMENT RENTAL | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 | 0.00 | 424.67 | 575.33 | 42.47 |
| 25-7180-1010 INSURANCE | 0.00 | 0.00 | 0.00 | 12,003.00 | 0.00 | 0.00 | 0.00 | 12,003.00 | 0.00 |
| 25-7210-1010 LEGAL SERVICES | 0.00 | 0.00 | 0.00 | 800.00 | 0.00 | 0.00 | 0.00 | 800.00 | 0.00 |
| 25-7240-1010 MEALS/LODGING/MILEAGE | 0.00 | 0.00 | 0.00 | 6,770.00 | 420.66 | 1,188.21 | 1,204.07 | 4,377.72 | 35.34 |
| 25-7240-1255 MEALS/LODGING/MILEAGE | 0.00 | 0.00 | 0.00 | 250.00 | 0.00 | 104.50 | 0.00 | 145.50 | 41.80 |
| 25-7250-1010 MEMBERSHIP DUES | 0.00 | 0.00 | 0.00 | 1,600.00 | 0.00 | 925.00 | 0.00 | 675.00 | 57.81 |
| 25-7280-1010 MISCELLANEOUS EXP | 0.00 | 0.00 | 0.00 | 110.00 | 0.00 | 27.53 | 100.00 | (17.53) | 115.94 |
| 25-7300-1010 COPIER EXPENSE | 0.00 | 0.00 | 0.00 | 2,076.00 | 221.11 | 928.28 | 0.00 | 1,147.72 | 44.71 |
| 25-7320-1250 PROFESSIONAL SERVICES | 0.00 | 0.00 | 0.00 | 31,250.00 | 6,019.37 | 12,241.17 | 1,783.90 | 17,224.93 | 44.88 |
| TOTAL CONTRACTUAL | 0.00 | 0.00 | 0.00 | 59,244.00 | 8,986.14 | 19,209.40 | 3,512.64 | 36,521.96 | 38.35 |

25 -PARK FUND

RECREATION DIVISION

DEPARTMENTAL EXPENDITURES

| | PRIOR YEAR ENDING PO BAL. | PRIOR YEAR PO ADJUST. | REMAINING PRIOR YEAR PO BALANCE | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBRANCE | BUDGET BALANCE | % OF BUDGET |
|--|------------------------------|--------------------------|---------------------------------------|-------------------|-------------------|------------------------|----------------------|-------------------|----------------|
| <u>PERSONNEL</u> | | | | | | | | | |
| 26-5010-1310 SALARIES/WAGES | 0.00 | 0.00 | 0.00 | 254,927.00 | 21,797.34 | 112,071.75 | 0.00 | 142,855.25 | 43.96 |
| 26-5020-1310 FICA | 0.00 | 0.00 | 0.00 | 19,740.00 | 1,645.18 | 8,569.66 | 0.00 | 11,170.34 | 43.41 |
| 26-5030-1310 UNEMPLOYMENT | 0.00 | 0.00 | 0.00 | 787.00 | 12.70 | 12.70 | 0.00 | 774.30 | 1.61 |
| 26-5040-1310 GROUP INSURANCE | 0.00 | 0.00 | 0.00 | 25,269.00 | 2,632.28 | 13,158.76 | 0.00 | 12,110.24 | 52.07 |
| 26-5045-1310 LAGERS | 0.00 | 0.00 | 0.00 | 33,881.00 | 2,600.17 | 14,329.39 | 0.00 | 19,551.61 | 42.29 |
| 26-5050-1310 OVERTIME | 0.00 | 0.00 | 0.00 | 3,115.00 | 65.56 | 1,703.51 | 0.00 | 1,411.49 | 54.69 |
| 26-5060-1010 WORKERS COMP | 0.00 | 0.00 | 0.00 | 5,712.00 | 461.00 | 2,305.00 | 0.00 | 3,407.00 | 40.35 |
| TOTAL PERSONNEL | 0.00 | 0.00 | 0.00 | 343,431.00 | 29,214.23 | 152,150.77 | 0.00 | 191,280.23 | 44.30 |
| <u>COMMODITIES</u> | | | | | | | | | |
| 26-6190-1010 POSTAGE | 0.00 | 0.00 | 0.00 | 288.00 | 49.10 | 76.72 | 0.00 | 211.28 | 26.64 |
| 26-6245-1010 SOFTWARE | 0.00 | 0.00 | 0.00 | 1,350.00 | 0.00 | 0.00 | 0.00 | 1,350.00 | 0.00 |
| 26-6260-1010 TOOLS/EQUIPMENT/ADMIN | 0.00 | 0.00 | 0.00 | 300.00 | 0.00 | 0.00 | 0.00 | 300.00 | 0.00 |
| 26-6260-1600 TOOLS/EQUIPMENT-MISC | 0.00 | 0.00 | 0.00 | 750.00 | 0.00 | 0.00 | 0.00 | 750.00 | 0.00 |
| 26-6260-1610 TOOLS/EQUIP- BASEBALL/SOF | 0.00 | 0.00 | 0.00 | 4,000.00 | 0.00 | 35.00 | 0.00 | 3,965.00 | 0.88 |
| 26-6260-1620 TOOLS/EQUIPMENT - SOCCER | 0.00 | 0.00 | 0.00 | 2,500.00 | 237.99 | 953.99 | 132.60 | 1,413.41 | 43.46 |
| 26-6260-1640 TOOLS/EQUIPMENT - TINY SP | 0.00 | 0.00 | 0.00 | 625.00 | 0.00 | 321.28 | 0.00 | 303.72 | 51.40 |
| 26-6270-1010 UNIFORMS | 0.00 | 0.00 | 0.00 | 546.00 | 0.00 | 534.00 | 0.00 | 12.00 | 97.80 |
| TOTAL COMMODITIES | 0.00 | 0.00 | 0.00 | 10,359.00 | 287.09 | 1,920.99 | 132.60 | 8,305.41 | 19.82 |
| <u>UTILITIES</u> | | | | | | | | | |
| <u>CONTRACTUAL</u> | | | | | | | | | |
| 26-7060-1010 CONCESSION EXP-ADMINISTRA | 0.00 | 0.00 | 0.00 | 30,000.00 | 1,051.74 | 1,280.67 | 823.63 | 27,895.70 | 7.01 |
| 26-7090-1010 ED/TRAIN/SEMINAR | 0.00 | 0.00 | 0.00 | 2,980.00 | 0.00 | 2,099.00 | 0.00 | 881.00 | 70.44 |
| 26-7240-1010 MEALS/LODGING/MILEAGE | 0.00 | 0.00 | 0.00 | 4,570.00 | 139.76 | 2,871.31 | 522.54 | 1,176.15 | 74.26 |
| 26-7250-1010 MEMBERSHIP DUES | 0.00 | 0.00 | 0.00 | 35.00 | 0.00 | 0.00 | 0.00 | 35.00 | 0.00 |
| 26-7280-1290 MISC/CASH/DEBT MGMT | 0.00 | 0.00 | 0.00 | 7,500.00 | 865.19 | 2,210.65 | 0.00 | 5,289.35 | 29.48 |
| 26-7315-1010 PRINTING | 0.00 | 0.00 | 0.00 | 2,500.00 | 0.00 | 0.00 | 0.00 | 2,500.00 | 0.00 |
| 26-7330-1600 PROGRAM - MISC LEAGUES | 0.00 | 0.00 | 0.00 | 5,145.00 | 934.50 | 1,319.00 | 314.50 | 3,511.50 | 31.75 |
| 26-7330-1610 PROGRAM - BASEBALL/SOFTBA | 0.00 | 0.00 | 0.00 | 34,706.00 | 85.00 | 147.00 | 0.00 | 34,559.00 | 0.42 |
| 26-7330-1620 PROGRAM - SOCCER | 0.00 | 0.00 | 0.00 | 38,000.00 | 4,761.00 | 13,657.14 | 108.00 | 24,234.86 | 36.22 |
| 26-7330-1625 PROGRAM - ADULT SOFTBALL | 0.00 | 0.00 | 0.00 | 9,000.00 | 0.00 | 270.76 | 0.00 | 8,729.24 | 3.01 |
| 26-7330-1635 PROGRAM - INSTRUCTION | 0.00 | 0.00 | 0.00 | 4,750.00 | 0.00 | 455.00 | 0.00 | 4,295.00 | 9.58 |
| 26-7330-1640 PROGRAM - TINY SPORTS | 0.00 | 0.00 | 0.00 | 1,800.00 | 3.78 | 213.08 | 0.00 | 1,586.92 | 11.84 |
| 26-7330-1645 PROGRAM - FITNESS | 0.00 | 0.00 | 0.00 | 4,550.00 | 0.00 | 0.00 | 612.50 | 3,937.50 | 13.46 |
| 26-7340-1600 RENT | 0.00 | 0.00 | 0.00 | 5,000.00 | 2,277.00 | 3,047.00 | 270.00 | 1,683.00 | 66.34 |
| 26-7360-1010 SOFTWARE MAINT - ADMINIST | 0.00 | 0.00 | 0.00 | 4,500.00 | 0.00 | 173.91 | 0.00 | 4,326.09 | 3.86 |
| 26-7370-1600 SPECIAL EVENTS | 0.00 | 0.00 | 0.00 | 28,250.00 | 401.25 | 3,220.80 | 421.02 | 24,608.18 | 12.89 |
| TOTAL CONTRACTUAL | 0.00 | 0.00 | 0.00 | 183,286.00 | 10,519.22 | 30,965.32 | 3,072.19 | 149,248.49 | 18.57 |
| <u>CAPITAL PROJECTS</u> | | | | | | | | | |
| TOTAL RECREATION DIVISION | 0.00 | 0.00 | 0.00 | 537,076.00 | 40,020.54 | 185,037.08 | 3,204.79 | 348,834.13 | 35.05 |

25 -PARK FUND
 RAYMORE ACTIVITY CENTER
 DEPARTMENTAL EXPENDITURES

| | PRIOR YEAR ENDING PO BAL. | PRIOR YEAR PO ADJUST. | REMAINING PRIOR YEAR PO BALANCE | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBRANCE | BUDGET BALANCE | % OF BUDGET |
|--|------------------------------|--------------------------|---------------------------------------|-------------------|-------------------|------------------------|----------------------|-------------------|----------------|
| <u>PERSONNEL</u> | | | | | | | | | |
| <u>COMMODITIES</u> | | | | | | | | | |
| 28-6065-1010 EQUIPMENT & FIXTURES | 0.00 | 0.00 | 0.00 | 1,500.00 | 396.84 | 576.64 | 0.00 | 923.36 | 38.44 |
| 28-6150-1010 SUPPLIES | 0.00 | 0.00 | 0.00 | 1,000.00 | 56.98 | 554.22 | 0.00 | 445.78 | 55.42 |
| 28-6245-1010 SOFTWARE | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 28-6260-1600 TOOLS/EQUIP - LEAGUE MISC | 0.00 | 0.00 | 0.00 | 750.00 | 0.00 | 0.00 | 0.00 | 750.00 | 0.00 |
| 28-6260-1605 TOOLS/EQUIP - DAY CAMP | 0.00 | 0.00 | 0.00 | 2,100.00 | 0.00 | 0.00 | 0.00 | 2,100.00 | 0.00 |
| 28-6260-1615 TOOLS/EQUIP - BASKETBALL | 0.00 | 0.00 | 0.00 | 1,100.00 | 202.00 | 751.24 | 0.00 | 348.76 | 68.29 |
| 28-6260-1650 TOOLS/EQUIP - ADULT VOLLE | 0.00 | 0.00 | 0.00 | 1,620.00 | 0.00 | 0.00 | 0.00 | 1,620.00 | 0.00 |
| 28-6260-1655 TOOLS/EQUIP - ADULT BASKE | 0.00 | 0.00 | 0.00 | 1,370.00 | 0.00 | 0.00 | 0.00 | 1,370.00 | 0.00 |
| 28-6270-1010 UNIFORMS | 0.00 | 0.00 | 0.00 | 180.00 | 0.00 | 0.00 | 0.00 | 180.00 | 0.00 |
| TOTAL COMMODITIES | 0.00 | 0.00 | 0.00 | 10,120.00 | 655.82 | 1,882.10 | 0.00 | 8,237.90 | 18.60 |
| <u>MAINTENANCE & REPAIRS</u> | | | | | | | | | |
| 28-6400-1010 BUILDING MAINTENANCE | 0.00 | 0.00 | 0.00 | 1,500.00 | 0.00 | 64.73 | 0.00 | 1,435.27 | 4.32 |
| 28-6410-1010 EQUIPMENT MAINTENANCE | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 28-6430-1010 GROUNDS MAINTENANCE | 0.00 | 0.00 | 0.00 | 2,000.00 | 0.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| TOTAL MAINTENANCE & REPAIRS | 0.00 | 0.00 | 0.00 | 4,000.00 | 0.00 | 64.73 | 0.00 | 3,935.27 | 1.62 |
| <u>UTILITIES</u> | | | | | | | | | |
| 28-6800-1010 ELECTRICITY | 0.00 | 0.00 | 0.00 | 9,600.00 | 678.32 | 3,108.83 | 0.00 | 6,491.17 | 32.38 |
| 28-6820-1010 NATURAL GAS/PROPANE | 0.00 | 0.00 | 0.00 | 4,200.00 | 0.00 | 2,364.44 | 754.67 | 1,080.89 | 74.26 |
| 28-6850-1010 TRASH | 0.00 | 0.00 | 0.00 | 882.00 | 0.00 | 0.00 | 0.00 | 882.00 | 0.00 |
| TOTAL UTILITIES | 0.00 | 0.00 | 0.00 | 14,682.00 | 678.32 | 5,473.27 | 754.67 | 8,454.06 | 42.42 |
| <u>CONTRACTUAL</u> | | | | | | | | | |
| 28-7060-1010 CONCESSION EXP - RAC | 0.00 | 0.00 | 0.00 | 4,000.00 | 0.00 | 617.58 | 0.00 | 3,382.42 | 15.44 |
| 28-7280-1010 MISCELLANEOUS | 0.00 | 0.00 | 0.00 | 1,200.00 | 0.00 | 0.00 | 0.00 | 1,200.00 | 0.00 |
| 28-7320-1010 PROFESSIONAL SERVICES | 0.00 | 0.00 | 0.00 | 2,190.00 | 460.00 | 700.00 | 0.00 | 1,490.00 | 31.96 |
| 28-7330-1600 PROGRAM - LEAGUE MISC | 0.00 | 0.00 | 0.00 | 6,205.00 | 0.00 | 84.00 | 0.00 | 6,121.00 | 1.35 |
| 28-7330-1605 PROGRAM - DAY CAMP | 0.00 | 0.00 | 0.00 | 16,400.00 | 0.00 | 612.00 | 0.00 | 15,788.00 | 3.73 |
| 28-7330-1615 PROGRAM - BASKETBALL | 0.00 | 0.00 | 0.00 | 10,900.00 | 2,134.20 | 7,580.48 | 0.00 | 3,319.52 | 69.55 |
| 28-7330-1630 PROGRAM - MISC | 0.00 | 0.00 | 0.00 | 4,725.00 | 0.00 | 0.00 | 0.00 | 4,725.00 | 0.00 |
| 28-7330-1650 PROGRAM - ADULT VOLLEYBAL | 0.00 | 0.00 | 0.00 | 3,850.00 | 0.00 | 0.00 | 0.00 | 3,850.00 | 0.00 |
| 28-7330-1655 PROGRAM - ADULT BASKETBAL | 0.00 | 0.00 | 0.00 | 1,900.00 | 0.00 | 0.00 | 0.00 | 1,900.00 | 0.00 |
| 28-7360-1010 SOFTWARE MAINTENANCE | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| TOTAL CONTRACTUAL | 0.00 | 0.00 | 0.00 | 52,370.00 | 2,594.20 | 9,594.06 | 0.00 | 42,775.94 | 18.32 |
| <u>CAPITAL PROJECTS</u> | | | | | | | | | |
| TOTAL RAYMORE ACTIVITY CENTER | 0.00 | 0.00 | 0.00 | 81,172.00 | 3,928.34 | 17,014.16 | 754.67 | 63,403.17 | 21.89 |
| TOTAL EXPENDITURES | 182.79 | 182.79 | 0.00 | 1,400,492.00 | 101,192.46 | 479,126.36 | 14,860.38 | 906,505.26 | 35.27 |
| REVENUES OVER/(UNDER) EXPENDITURES | (182.79) | 182.79 | 0.00 | (1,400,492.00) | (101,192.46) | (479,126.36) | (14,860.38) | (906,505.26) | 35.27 |

*** END OF REPORT ***