



RAYMORE PARKS AND RECREATION BOARD

AGENDA

Tuesday, June 25, 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 May 28, 2019
- 6. Staff Reports**
Recreation Superintendent
Parks Superintendent
Parks & Recreation Director
- 7. Unfinished Business - None**
- 8. New Business**
 - A. TB Hanna Improvements - Ice Rink Action Item

Staff is presenting a contract with Custom Ice LLC. for the purchase and installation of a custom ice rink as part of the TB Hanna Station Improvement Projects.
 - B. Budget Amendment Action Item

Staff is requesting a budget amendment within Park Fund 47 to pay for additional work associated with trails at Hawk Ridge Park and Recreation Park.
- 9. Board Elections**
 - A. Call for Nominees - Board Chair

- B. Motion and Vote for Board Chair
- C. Call for Nominees - Board Vice-Chair
- D. Motion and Vote for Board Vice-Chair

10. Public Comment

11. Board Member Comment

12. Adjournment

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

- *May 28 - WS Notes*
- *Status of Capital Improvements*
(Provided to the Council the 1st meeting of each month)
- *6th Month Annual Report - As of May 31, 2019 (Provided to the City Council on 6/24)*

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, MAY 28, 2019, IN THE CITY HALL COUNCIL CHAMBERS AT 100 MUNICIPAL CIRCLE, RAYMORE, MISSOURI.

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

STAFF PRESENT: Director Musteen, Superintendent McLain, Superintendent Rulo, Office Assistant Naab.

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.

Park Board Minutes	April 23, 2019
Park Board Minutes-Special Meeting	April 30, 2019

Motion: Member Harris moved to accept the Park Board minutes of April 23 and 30, 2019.
Member Supple seconded.

Discussion:

Vote:	5 Aye	Member Bartow	Absent
	1 Abstain	Member Cipolla	Abstain
	2 Absent	Member Eastwood	Absent
		Member Harris	Aye
		Member Heath	Aye
		Member Houdyshell	Aye
		Member Supple	Aye
		Member Trautman	Aye

6. Staff Reports

Recreation Superintendent McLain highlighted his written report. Coordinator Brennon has been working with the South Metro Recreation Sports group. Recreation baseball and softball games and practices are ongoing. Soccer games have wrapped up with a tournament for the older age groups. Coordinator Vankeulen has been working on the summer camp prep. She has had a parent meeting and counselor training. She has gotten the RAC ready. This past weekend we hosted a USSSA tournament, it is the largest we have hosted, with a total of 38 teams. Thanks to Superintendent Rulo and his crew for field preparation. The Walter Buck Fishing Derby date has been moved to September due to delays at Hawk Ridge Park.

Member Cipolla said "The fishing derby coincides with open fishing. Will the Missouri Open Fishing day still happen?" Superintendent McLain replied, "Yes but fishers need to be cognizant of the construction at Hawk Ridge Park."

Parks Superintendent Rulo highlighted his written report. Staff has been trying to get mowing done, but it is hard with all the rain. The light project at Recreation Park is 99.9% complete, back filling the dirt around the concrete is all that is left. He thanked the Park Board members for attending Arbor Day celebration in Memorial Park. His last seasonal will start tomorrow May 29, 2019.

Parks & Recreation Director Musteen presented a report he put together for the City Council last week. Chairman Trautman asked "For open volleyball and basketball, will they have a fee?" Superintendent McLain replied "Yes, but it is a nominal fee." Member Houdyshell asked "What is the fee and for how long?" Superintendent McLain replied, "It is \$25 and is for 6 weeks." Member Supple asked "What is planned for landscaping, as for grass and plants at the parks?" Director Musteen replied, "Hawk Ridge Park landscaping is minimal, rain gardens and seeds with matting. Since the Spring has been so wet and delayed the landscaping, we will rely more on the fall growing season. TB Hanna landscaping is included in the project, some tree removal, more of a grass area open space since there will be the play areas and the Farmer's market."

7. Old Business - None

8. New Business

A. TB Hanna Improvements - Station House Renovation Action Item

Staff is presenting a contract with RL Phillips Construction, INC. for the renovation of the former post office building as part of the TB Hanna Station Improvement Projects.

Motion: Member Harris moved to recommend approval of the bill 3457 for renovation of the station house.
Member Houdyshell seconded.

Discussion:

Vote:	5 Aye	Member Bartow	Absent
	1 Nay	Member Cipolla	Aye
	0 Absent	Member Eastwood	Absent
		Member Harris	Aye
		Member Heath	Aye
		Member Houdyshell	Aye
		Member Supple	Nay
		Member Trautman	Aye

B. Alcohol in the Park request Action Item

The Hawk's Nest Fundraising Committee would like to host an adult softball tournament in July. The committee would like to sell beer during the tournament.

Motion: Member Harris moved to approve the alcohol in the park permit for the fundraising event for Hawk Ridge.
Member Houdyshell seconded.

Discussion:

Vote:	6 Aye	Member Bartow	Absent
	0 Nay	Member Cipolla	Aye
	0 Absent	Member Eastwood	Absent
		Member Harris	Aye
		Member Heath	Aye
		Member Houdyshell	Aye
		Member Supple	Aye
		Member Trautman	Aye

9. Public Comment

10. Board Member Comment

Member Harris read a prepared statement regarding his service for the Park Board.
Chairman Trautman gave thanks to the parks staff for their work with the weather and all of our projects. Thanks for the support from the city council and other public offices.

11. Adjournment

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

Discussion: None

Vote:	6 Aye	Member Bartow	Absent
	0 Nay	Member Cipolla	Aye
	0 Absent	Member Eastwood	Absent
		Member Harris	Aye
		Member Heath	Aye
		Member Houdyshell	Aye
		Member Supple	Aye
		Member Trautman	Aye

The regular meeting of the Raymore Park Board adjourned at 7:35 pm.

Respectfully submitted,
Greta Naab
Office Assistant

STAFF REPORT

To: Park Board
From: John McLain, CPRP/AFO
Recreation Superintendent
Date: June 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 supervised RAC
- Worked with IT on software updates and communications of off site systems.

Meetings/Trainings Attended

- Office Assistant Naab
 - N/A
- Athletic Coordinator Brennon
 - June 13 - Raymore United Coaches meeting
 - June 25 - South Metro Sports Coordinators meeting
- Recreation Coordinator VanKeulen
 - June 5 - Dude Solutions Software Training
 - June 12 - Foxwood Springs Television Appearance
 - June 12 - Spirit of America Prep Meeting
 - June 12 - Summer Camp Staff Meeting
- Recreation Superintendent McLain
 - June 3 & 5 - Dude Solutions Facility Maintenance Software Training
 - June 4, 11, & 25 - One on one with Coordinator VanKeulen
 - June 4 & 18 - One on one with Office Assistant Naab
 - June 6 & 19 - Marketing meeting with Communications Specialist Harmer
 - June 6, 13, 19, & 27 - One on one with Coordinator Brennon
 - June 12 - T.B. Hanna meeting
 - June 12 - Budget meeting
 - June 13 - HRP Playground Committee meeting
 - June 25 - Park Board meeting

Programs

- Farmers Market
 - Average of 28 vendors and more adding every week
 - Lower because of late produce season
 - Entertainment:
 - June 4 - Harris/Hernandez music

- June 11 - Brad Allen music
- June 18 - Face Fancies face painting
- June 25 - Emma Jo music
- Summer Camp
 - June 6 - Trip to Harrisonville Pool
 - June 13 - Trip to Paradise Park
 - June 20 - Trip to Harrisonville Pool
 - June 27 - Trip to Kauffman Stadium
 - Cass County Library Bookmobile attends every Monday.

Rentals/Events/Concessions

- Rentals/Usage
 - Ball Fields
 - 1 Grand Slam Tournaments
 - 2 KC Sports USSSA Tournament
 - 1 Heart of America Sr. Softball
 - Centerview
 - Rental Usage
 - 18 paid rental bookings
 - Program Usage
 - 16 time slots
 - Special Events
 - N/A
 - City Internal Usage
 - 27 bookings
 - RAC
 - Fitness classes
 - Martial Arts classes
 - Summer Camp
- Events
 - Held during the Month
 - June 21 Movie in the Park: Mary Poppins Returns
 - June 29 - Spirit of America
 - Upcoming
 - August 2 - Movie in the Park: Incredibles 2
 - August 16 - Mini Mud Run
- Concessions
 - Scheduled staff to operate concessions for Raymore Activity Center.
 - Put in weekly concession orders for Recreation Park and Memorial Park.
 - Recreation Park and Memorial Park concessions are fully operational for youth Baseball and Softball games.

Sports (Adult)

- Softball
 - Summer Registration is open, deadline June 28
 - Games begin July 7
- Open Play Adult Basketball
 - Registration is currently open, date of June 3
- Open Play Adult Volleyball

- Registration is currently open, start date of June 4

Sports (Youth)

- Spring
 - Baseball and Softball end date currently is July 1
- Fall
 - Soccer
 - Rec soccer registration is open, deadline July 26
 - Raymore United
 - 137 participants at Raymore United tryouts
 - 10 teams for Fall 2019 season
 - Volleyball
 - Fall Volleyball Warmup Clinic scheduled for August 24 at Raymore Activity Center
 - Rec Volleyball season registration is open, deadline August 16
 - Baseball/Softball
 - Registration is open, deadline August 2
 - Flag Football
 - Registration is open, deadline August 2

Sports (Tiny)

- Spring
 - Tiny T-ball ended June 22
- Fall
 - Tiny Soccer registration open

STAFF REPORT

To: Park Board
From: Steve Rulo
Parks Superintendent
Date: June 25, 2019
Subject: Parks and Maintenance Report

Park Operations

- Staff has been doing routine mowing.
- The Hawk Ridge Park project is moving along, waiting on asphalt and will be complete.
- The Bridge replacement project has been completed. Staff planted 18 trees to replace what had to be removed.
- Staff prepped, and worked tournaments every weekend including a State Machine Pitch Tournament the weekend of the 15th.
- The light project for fields 1&2 at Recreation Park has been completed, staff will seed the disturbed areas in the fall.
- The Recreation Pond Rehabilitation has been completed, the disturbed areas will be seeded this fall.
- Irrigation systems were fixed at Centerview and City Hall, and the RAC and they are up and running.
- Staff has met to talk about the Spirit of America celebration .
- Staff has mulched all the trees in Recreation Park to get ready for the Spirit of America celebration.
- Staff worked with the MDC to manage the growth of Curly Leaf and Coon Tail in Johnston Lake.
- Power washed the soccer concession stand, so it is ready to be painted.

MONTHLY REPORT

June 2019

HIGHLIGHTS

- Recreation Coordinator Katie VanKeulen and park maintenance staff prepared for the opening of Raymore's Original Town Farmers Market.
- Summer Camp started on Monday, June 3. Recreation Staff worked hard preparing activities, field trips and the RAC for camp. More information on Raymore's Summer Camp can be found at www.raymore.com/camp
- Parks and Recreation Director Nathan Musteen and Recreation Coordinator Katie VanKeulen met with instructors of the Aging Mastery Program in preparation for a fall 2019 session.
- Recreation youth baseball/softball league photos were held at the RAC on May 28 through May 30.
- Athletic Coordinator Todd Brennon attended the South Metro Sports Coordinators meeting on May 28 and the Raymore United Coaches meeting on May 30.
- Tiny T-ball for ages 3 and 4 year olds began on May 30. The class is held at Memorial Park.
- The Raymore Tree Board and the Raymore Parks and Recreation Board celebrated Arbor Day by dedicating an American Yellowwood tree in the Arboretum at Memorial Park.
- The Raymore Parks and Recreation Board met in regular session on Tuesday, May 28.
- Parks maintenance staff planted flowers at City Hall and Recreation Park.
- The 2019 Summer Camp enjoyed games, arts and crafts and activities and traveled to



the Harrisonville pool and Paradise Park in Lee's Summit.

- The 2019 Original Town Farmers Market began on Tuesday, June 4. The market will be located at T.B. Hanna Station every Tuesday from 4-7 p.m. through September.
- Parks and Recreation staff went through a new facility and work order training with Dude Solutions.
- Park staff began brush hogging maintenance on the linear trail areas when weather and conditions permit. Staff also worked on landscape beds and removed the old tree along Madison St. near the RAC that was damaged by storms in May.
- Parks and Recreation Director Nathan Musteen gave an annual report to the Missouri Parks and Recreation Association during the June board meeting in Jefferson City.
- Raymore United Soccer Club held clinics and try-outs at the Recreation Park Soccer Complex.
- Raymore United Soccer Club coaches met for a wrap-up meeting following the June player try-outs.
- Parks and Recreation staff continue preparing for the upcoming Spirit of America Celebration. Raymore PD, South Metro Fire and J&M Displays met with staff this week as we begin final plans for the June 29 event.
- Coordinators Todd Brennon and Katie VanKeulen made an appearance on Foxwood Springs TV.
- Maintenance staff mowed areas of Hawk Ridge Park, trimmed trees at Centerview and began mulching trees and landscape beds at Recreation Park. Staff also started the irrigation systems at Centerview and City Hall.
- Recreation Park hosted the U8 USSSA State Championship Baseball Tournament June 14 - 16.
- Parks and Recreation Director Nathan Musteen and Parks Superintendent Steve Rulo met with contractors regarding the project at Recreation Park Pond.

CENTERVIEW

- Wedding
- Bible Study-every Sunday
- Police Training - 2 weeks (*MILO Range custom immersive police firearm training simulators*)
- HOA Meetings - 3
- Evening Yoga classes
- Morning Chair Strength Classes
- Employees participating in the trash can information program
- Family Art Day
- Shipping out party
- Graduation parties - 4

- Pins and Needles
- Bridge Club
- Arts Commission Concert on the Lawn
- Tri-County Art League Meeting
- Birthday parties - 2
- Rotary Club Banquet
- Arts Commission Performance

RAC - Raymore Activity Center

- Birthday Party
- Summer Camp - daily
- Karate Classes

RECREATION PROGRAMS & SPECIAL EVENTS



Original Town Farmers Market

Farmers Market

*4-7 p.m., Tuesdays from
June-September*

Join us every Tuesday through September at T.B. Hanna Station for the Original Town Farmers Market!

Area growers and artisans sell locally produced foods, plants, crafts and handmade products.

RAYMORE PRESENTS

MOVIE IN THE PARK



June 21 at dusk
T.B. Hanna Station

Join us for a free viewing of *Mary Poppins Returns*.

The movie begins at dusk. Popcorn and refreshments will be provided by South Metro Fire.

SPONSORED BY:



RAYMORE
parks & recreation

SPONSORED BY
COMMUNITY BANK OF RAYMORE



THE CITY OF RAYMORE PRESENTS

★ Spirit of America 2019 ★

CELEBRATION

JOIN US AT RECREATION PARK | **JUNE 29 7 P.M.**

The fireworks show begins at dusk. Bring chairs and the whole family for a great evening in the park.

Live Music, Food Trucks, Concessions, Inflatables Giveaways, Child-friendly Games & Activities

SUMMER AT THE RAC

PROGRAMS & HOURS EFFECTIVE JUNE - AUGUST

MON - FRI | Summer Day Camp: 6 a.m.-6 p.m. | RAC closed to public

MON	6-7 p.m.	Open gym & walking track (free)
	7-9 p.m.	Adult open play volleyball
TUES	6-7 p.m.	Open gym & walking track (free)
	7-9 p.m.	Adult open play basketball
WED	6-9 p.m.	Youth martial arts & women's kickboxing
TH	6-7 p.m.	Open gym & walking track (free) Evening rental available
FRI		Evening rental available
SAT		Rental available

RAYMORE ACTIVITY CENTER
1011 S. Madison St. // raymore.com/rac



Engineering with LEGO Camps

July 22-26, Raymore Elementary School

SUPER HERO ENGINEERING WITH LEGO

Save the world with LEGO Super Heroes! Build the hideouts and vehicles of your favorite caped crusaders and learn what makes them not only super heroes, but super hero engineers! An experienced Play-Well instructor guides young heroes as they design, build and save a city where ingenuity and imagination can solve any conflict.

Ages // 5-7
Time // 9 a.m. -12 p.m.
Fee // \$150 per child*

HARRY POTTER MASTER ENGINEERING

Master the magic of Harry Potter using LEGO! Build Diagon Alley in preparation for you trip to Hogwarts School of Witchcraft and Wizardry. Hop on your broomstick and play Quidditch, duel the evil Lord Voldemort, and hone your magical skills while learning about advanced Muggle (STEM) concepts.

Ages // 8-12
Time // 1-4 p.m.
Fee // \$150 per child*

*If your child would like to participate in LEGO Camp and is already enrolled and registered in our full time summer day camp the week of July 22, you will only need to pay an additional \$65 for the LEGO Experience.



Raymore Parks and Recreation Board Agenda Item Information Form

Department Division: P&R Administration
Submitted By: Nathan Musteen
Date: June 25, 2019

_____	Discussion Item	X	Action Item
X	Council Recommendation	_____	Presentation

Title / Issue / Request:

Bill 3471 - T.B. Hanna Station Improvements, Ice Rink Purchase Contract
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Background / Justification:

In the 2016 G.O. bond, an outdoor ice skating rink was included as part of the improvement package at T.B. Hanna Station. Plans included installation of a synthetic skate rink for use during the winter months. After much research and discussion with other Parks and Recreation Departments with similar facilities, a synthetic rink was not recommended.

Staff moved forward with the improvements at T.B. Hanna Station planning for a real ice rink if budget allowed. In May, staff posted a request for proposals for an outdoor skate rink accepting both synthetic skate rink bids and a real ice rink bids.

One bid was returned for a synthetic rink and three bids were submitted for a real ice rink. After review of the proposals and budgetary impacts, staff is recommending to purchase and install the real ice rink. Custom Ice Inc. was the best and lowest bidder.

The attached proposal outlines the purchase and installation of the custom ice rink specifically designed for the project and location.

Staff recommends the purchase and installation of the T.B. Hanna Station Ice Rink from Custom Ice Inc. in the amount of \$74,937.00. This includes all of the available alternates offered within the proposal submitted.

Financial Impact:	Budget:	\$1,020,420
	Consultant Fees:	- 76,100
	Pump House:	- 327,342
	Station House:	- 46,714
	<u>Custom Ice Rink</u>	<u>- 74,937</u>
	Balance:	\$ 495,327

Project Timeline:

Park Board:	June
City Council:	July
Construction:	October & November

Staff Recommendation:

Staff recommends approval

Attachments:

Bill 3471
Proposal

BILL 3471

ORDINANCE

"AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR \$74,937 WITH CUSTOM ICE INC. FOR THE PURCHASE AND INSTALLATION OF AN ICE RINK AT THE DEPOT AS PART OF THE T.B. HANNA STATION IMPROVEMENTS."

WHEREAS, T.B. Hanna Station is Raymore's newest park and has funding in the amount of \$1,020,420 in GO bond and capital sales tax dollars designated for park improvements; and

WHEREAS, a seasonal ice rink for special events and winter activities was included in the TB Hanna Station Improvements; and

WHEREAS, Custom Ice Inc. has been determined to be the lowest and best bidder.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF RAYMORE, MISSOURI, AS FOLLOWS:

Section 1. The City Manager is directed to enter into a contract in the amount of \$74,937 with Custom Ice Inc. as part of the T.B. Hanna Station improvements.

Section 2. The City Manager is authorized to execute the contract attached as Exhibit A for the City of Raymore.

Section 3. The City Manager is authorized to approve change orders for T.B. Hanna Station Improvements within established budget constraints.

Section 4. Effective Date. The effective date of approval of this Ordinance shall be coincidental with the Mayor's signature and attestation by the City Clerk.

Section 5. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

DULY READ THE FIRST TIME THIS 8TH DAY OF JULY, 2019.

BE IT REMEMBERED THAT THE ABOVE ORDINANCE WAS APPROVED AND ADOPTED THIS 22ND DAY OF JULY, 2019, BY THE FOLLOWING VOTE:

Councilmember Abdelgawad
Councilmember Barber
Councilmember Berendzen
Councilmember Burke III
Councilmember Circo
Councilmember Holman
Councilmember Jacobson
Councilmember Townsend

ATTEST:

APPROVE:

Jean Woerner, City Clerk

Kristofer P. Turnbow, Mayor

Date of Signature

**CITY OF RAYMORE, MISSOURI
REQUEST FOR PROPOSAL
T.B. HANNA ICE RINK & ACCESSORIES
RFP DUE DATE: APRIL 25TH, 2019 at 9:00 AM**

**ATTN: KIM QUADE
CITY HALL
100 MUNICIPAL CIRCLE
RAYMORE, MO 64083
EMAIL: KQUADE@RAYMORE.COM
PHONE: 816-892-3045**

BY: CUSTOM ICE INC.

TABLE OF CONTENTS

	PAGE
CONTRACTOR BACKGROUND.....	3
ICE RINK EQUIPMENT DESCRIPTION.....	4-7
SCHEDULING & TRAINING.....	8
WARRANTY & EXCLUSIONS FROM CUSTOM ICE SCOPE.....	9
FORM OF PROPOSALS & ADDENDUMS.....	10-30

Contractor Background - Custom Ice Inc.

Since the year 2000, Custom Ice has become the world leader in designing custom portable and permanent refrigerated ice skating rinks. Not only does Custom Ice design the rinks, but we also manufacture and install the refrigerated rinks of all shapes and sizes all around the world. Custom Ice is involved with each project from the ground up which allows us to be hands on for each project as if it is our only project.

Headquartered in Burlington, Ontario, Canada, Custom Ice has 12 full time office staff members, 5 full time shop staff members and 4 field crews with each of these expanding according to our busy season. Our full time office staff includes in house engineering, an ice rink design team, project management and full time service technicians to ensure nothing is missed throughout your entire process. Our field crews travel extensively coast to coast and even around the globe to ensure our projects get installed on time and on budget. We are also connected with various qualified service representatives around the globe to maintain our equipment in order to ensure our customers are always taken care of.

Over the past 19+ years we have designed, manufactured, installed and dismantled over 800 rinks and continue with more and more each year. From small custom rinks all the way up to full size NHL standard rinks and speed skating ovals, Custom Ice can do it all. We specialize in mid-size community and municipal ice rinks exactly like the rink the T.B. Hanna Station is proposing as we provide an efficient design that is both easy to install/takedown & store while also remaining cost effective.

In addition to our crews already having OSHA certification as requested, they are also trained in forklift operations, working from heights and various other applicable programs. We have not had any litigation / arbitration history in the past 5 years.

By choosing Custom Ice, you can expect the highest quality materials designed specifically for your application. Our extensive experience has allowed us to perfect the way ice rinks are designed, installed and maintained. Our portable piping is different from other vendors as it is designed specifically to simplify the setup, take down and storage each season as well. More information on our products is noted under the equipment section below.

Ice Rink Equipment

As the world leader in custom portable refrigerated ice rinks, Custom Ice designs, manufactures and installs almost every one of our ice rink piping systems. We design everything from the ground up to ensure every rink works reliably and safely. This includes the portable rink floor piping in conjunction with the refrigeration, pumping equipment and dasher board systems. There is no guess work to see if things will work, Custom Ice has already perfected this.

Our prefabricated Roll-Out-Rink™ portable ice rink piping systems are ideal for seasonal ice rinks that get installed, dismantled and stored each season. Each Roll-Out-Rink™ piping system is custom built for each rink in virtually any shape or size. Each Roll-Out-Rink™ section consists of 1/2" tubing on 1.5" centers for efficient heat removal resulting in consistent ice all the way across the entire sheet of ice. The sections come in 4' widths making it easier to transport for installation, takedown and storage than other comparable piping systems.

Furthermore, our Roll-Out-Rink™ piping rolls are finished with 1" copper supply; return and reversing return subheaders on each end of the rolls. These subheaders are finished with 3/4" red hose and connect via cam lock connection onto the headers for extremely simple setup and takedown while making glycol removal and storage each season a breeze. With these subheaders in place, you will no longer need to disconnect each individual tube to remove the glycol and dismantle the rink. With our Roll-Out-Rink™ subheaders you can remove the glycol from each 4' section easily and from the headers on their own making takedown much simpler and much faster. The great part about our Roll-Out-Rink™ piping systems are that they can also be converted into concrete in the future as well.

While ice rink floor installations are our specialty, Custom Ice also has an engineering team dedicated to providing the correct refrigeration and pumping equipment in order to maintain ice at desired temperatures and meet our client's needs and budgets. Depending on the project we often manufacture our own refrigeration equipment or utilize commercial refrigeration where required.

On the next page few pages, we have noted the equipment we feel would be best suited for the T.B. Hanna Station in Raymore, MO.

Main Rink Components

1. Ice Floor System

- One (1) NEW 28' x 68' Roll-Out-Rink™ portable ice rink floor piping system consisting of 7 rolls of 1/2" polyethylene refrigeration tubes spaced at 1.5" c/c, 4' wide x 68' long.
- Plastic spacer strips will be used to keep the pipes straight and level for maximum efficiency.
- Each 4' piping roll will be finished at one end with 1" copper supply and return subheaders and 1" copper reversing subheaders or U-Tubes at the opposite end.
- These supply and return subheaders will then connect to 2" SCH 10 steel supply and return header pipes via two (2) flexible hoses per 4' Roll-Out-Rink™ section for simple setup, takedown and glycol charging.
- Cam Locks will be provided to permit fast and simple installation.
- This system is suitable for rolling and storing for seasonal take down or relocating as required.
- Rink floor piping will be placed on level grade (leveling by others) with the 6mm water proof liner supplied by Custom Ice.
- The perimeter of the rink will be finished with 2" x 8" white painted wood frame with specialty support brackets supplied by Custom Ice.

2. Chiller

- One (1) RinkMate™ Kit refrigeration chiller capable of approximately 10 tons of refrigeration using R404a at design conditions.
- This refrigeration capacity is suitable for outdoor ice operating from December 1st – February 15th in Raymore, MO under typical weather conditions.
- *Additional refrigeration option is noted below to provide full season of November 1st – February 28th in Raymore, MO typical weather conditions.*
- Refrigeration unit will be controlled by an automatic ice temperature control system which will start and stop the chiller(s) to maintain the desired ice temperature (ex. 23° F)
- Unit shall be connected to ice rink piping using 2" flexible hoses.
- Refrigeration unit will be placed on level minimum 4' x 12' 4" concrete pad (By Custom Ice).
- Unit requires 3' of clearance on all sides for service access and air flow.
- RinkMate™ Kit chiller includes one (1) internal glycol circulation pump and the systems comes with external expansion tank, all required valves, fittings, gauges and connections and complete charge of 45% ethylene glycol solution.
- RinkMate™ Kit refrigeration system requires one (1) 100 amp breaker, 230 vac, 1 ph, 60 hz.

Please Note: Electrical service and connections to chiller are by others.

3. Main Piping

- 2" flexible main hoses connecting the refrigeration equipment to the ice rink headers up to 40' away with standard rink design.
- The steel headers will sit outside of the rink area at one end only on a level area on grade with the rink that is approximately 3' in width.
- Main hose connections at the headers and refrigeration equipment will also use Cam Lock fittings for fast and simple installation.

4. Training

- One (1) site visit by a factory-authorized service representative to provide guidance during installation of the ice rink in November of 2019.

5. Manual Ice Flooder

- One (1) NEW manual ice resurfer, 4' wide complete with flow control valve, towel bar and towel to maintain and flood your ice.
- This resurfer connects to any common garden hose (supplied by the City of Raymore) and can easily be passed around the ice to maintain a high quality ice surface.

6. Ice Scraper

- One (1) heavy weight steel scraper with comfort handle and 12" blade for quick and easy scraping of imperfections on your ice surface.

Alternate Item Descriptions

7. Additional Refrigeration

- *In lieu of one (1) RinkMate™ Kit refrigeration chiller capable of approximately 10 additional tons of refrigeration, Custom Ice would strongly suggest going with two (2) CoolMate™ refrigeration chillers capable of 14 tons total and still using R404a at design conditions.*
- *This additional refrigeration capacity will allow for the full season of November 1st – February 28th in Raymore, MO under typical weather conditions.*
- *Refrigeration units will be controlled by an automatic ice temperature control system which will start and stop the chillers to maintain the desired ice temperature (ex. 23° F)*
- *Units shall operate in conjunction with one another and feed to the ice rink header pipes using 3" flexible hoses instead of 2" hoses for single unit operation.*
- *The two (2) CoolMate™ chillers will require a larger 10' x 10' 4" concrete pad (Incremental price included by Custom Ice) to house both units.*

- Units require 3' of clearance on all sides for service access and air flow.
- Each CoolMate™ chiller includes one (1) internal glycol circulation pump and will connect to the same external expansion tank and include all required valves, fittings, gauges and connections and complete charge of 45% ethylene glycol solution.
- Each CoolMate™ refrigeration system requires one (1) 80 amp breaker, 230 vac, 1 ph, 60 hz.

Please Note: Electrical service and connections to chiller are by others.

8. Rental Skates, Skate Sharpener & Skate Rack

- We do not offer a competitive advantage for these items, please contact Jackson Ultima or Riedell directly for your skate rental needs.

9. EnerShield Ice Cover

- Reflective and insulating ice cover in 4' wide sections to lengthen ice season and save in refrigeration energy costs.

10. Rubber Flooring

- 4' wide x 6' long x ½" thick sheets of black rubber flooring suitable for laying out and removal once the season is over.

11. Rink Take down Assistance

- One (1) site visit by a factory-authorized service representative to provide guidance during take down of the rink in February of 2020.

Scheduling & Training

Upon confirmation that the City of Raymore, MO will be moving forward with Custom Ice, our design team will begin fabricating custom drawings outlining all construction elements, operating parameters and site requirements. Once drawings are approved by the city of Raymore, Custom Ice will begin fabrication of all components. As every item is custom to this project, the lead time to have all components produced and shipped to site will be a minimum of 10-12 weeks from time of approved drawings.

Once the city of Raymore has completed its necessary remedial site work, Custom Ice will send our crew to meet the shipment on site, offload all materials and commence installation of the ice rink floor system, wood frame and refrigeration hookup. The complete rink installation shall require a minimum of 1 week to have the rink installed and ready for ice making. Full ice making will take approximately 3 days upon completion of Custom Ice's installation pending ambient temperatures.

Once the system is started up, Custom Ice will then train the City of Raymore on all aspects of assembly/disassembly requirements, startup/shutdown procedures, ice making and resurfacing, chiller and pump operation and any maintenance requirements. Upon completion and training, Custom Ice will provide phone support with any additional questions the City of Raymore may have in regards to the ice rink. Custom Ice will also link the City of Raymore with a local service company should any item not be able to be resolved through phone support with any service being covered under warranty through the first two seasons.

After the season is complete, optional pricing for a Custom Ice service representative has been provided to return to aid in disassembling the rink and preparing it for offseason storage. The portable rink takedown will require approximately 1 week after the ice has melted.

Below is a tentative proposed work schedule:

- A. City of Raymore awards contract by June 21st, 2019
- B. Custom Ice submits custom drawings to the City of Raymore by June 28th, 2019
- C. Drawings are ironed out and approved by the City of Raymore by July 12th, 2019
- D. Immediately upon approval of drawings, commence fabrication of all custom rink materials – minimum 10-12 week lead time
- E. Custom Ice to commence portable rink installation on November 4th, 2019
- F. Start-up equipment, make ice and provide training to the City of Raymore on November 13th, 2019.
- G. Turn over rink to the City of Raymore on November 14th, 2019 for grand opening on November 22nd, 2019
- H. **OPTION** - Custom Ice to aid with portable rink takedown on March 9th, 2019 when ice has melted.

Warranty & Exclusions

Warranty

All equipment included in this proposal is guaranteed for two (2) years from date of completion of the original installation and payment of contract in full. Any item that is defective, under normal working conditions, during this time period will be repaired or replaced, at Custom Ice's option.

Items to be provided by the City of Raymore:

1. Building permit, electrical permit, any required licenses or fees if required
2. Electrical service and all wiring and connections to refrigeration unit and any other equipment
3. Any traffic control, flagmen or permits for unloading trucks if required
4. Trenching and backfilling for power and pipe lines if required
5. Excavation and leveling of rink sub base to Custom Ice specifications
6. Fencing or walls to secure refrigeration equipment if required
7. Water supply for ice making
8. Hot water heating for ice resurfacing
9. Any retaining wall or landscaping if required
10. Any special work required for drainage design may be extra
11. Seasonal takedown, setup and/or storage of equipment (First installation and first takedown costs are indicated)
12. Regular ice maintenance; including flooding, resurfacing & removal of snow, ice & debris
13. Cosmetic enhancements to the outside perimeter of the rink and surrounding area including covering header pipes and main hoses
14. Any lighting or other accessories not explicitly outlined
15. Insulation for below the liner and piping system if required
16. Hockey boards or elevated handrail

Thank you for the opportunity to present our proposal to the City of Raymore. If you have any questions at all, please feel free to contact us at 905-632-8840.

Sincerely,

Jake Miller
Custom Ice Inc.

BID PROPOSAL FORM E – Project No. 19-276-205

T.B. Hanna Station - Ice Rink and Accessories

Proposal #1 - Real Ice

Bid Items	Units	Estimated Quantities	\$/Units	Total
Mobilization, Bonds and Insurance (not to exceed 5%)	—	—	—	\$ —
Materials	1	1	—	\$ 40,650
Labor	1	1	—	\$ 13,900
TOTAL BID				\$ 54,550

Total Bid for Proposal #1

Number: 19-276-205

\$ 54,550.00

In blank above insert numbers for the sum of the bid.

(\$ Fifty-four thousand, five-hundred and fifty dollars)

In blank above write out the sum of the bid.

Proposal #1 Alternates

- A. The undersigned Bidder proposes the amount below be added to the Base Bid if particular alternates are accepted by Owner. Amounts listed for each alternate include costs of related coordination, modification, or adjustment.
- B. The City of Raymore, in its sole discretion, may include any, all or none of the Alternates in determining the lowest and best bid. In determining the lowest and best Bid, the City of Raymore may include the Alternates in any combination and in any order or priority or choose none of the Alternates. The City of Raymore may make this determination at any time after the bid closing and prior to Contract award. The City of Raymore will act in the best interest of the City of Raymore in determining whether to include any, all or none of the Alternates and the combination and priority of any Alternates selected. If additional funding becomes available after Contract award, the City of Raymore may add any or all of the Alternates to the Contract by change order.

- C. Alternate #1A: **ADD** a seventy-five (75) real ice skate package of varying sizes and commercial grade ice skate sharpener.

_____ Dollars (\$ _____).

Real Ice Skate Manufacturer: _____

- D. Alternate #2: **ADD** the construction and delivery of vertical wood shelving to project to house 75 pairs of skates. The vertical wall area for shelving to be mounted to in 8' tall by 24' Long. The shelves can be anchor to the concrete CMU wall structure of the building.

_____ Dollars (\$ _____).

- E. Alternate #3: **ADD** 32' x 72' Outdoor Ice Cover delivered.

Nine-hundred and fifty dollars Dollars (\$ 950.00).

Manufacturer: Covertch Inc.

- F. Alternate #4: **ADD** 1,300 SF of Rubber Flooring delivered.

Four-thousand, sixty-two dollars Dollars (\$ 4,062.00).

Manufacturer: Athletica Sport Systems Inc.

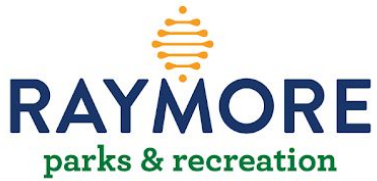
- G. Alternate #5: **ADD** one (1) site visit by a factory-authorized service representative to provide guidance during take down of the real ice rink in February of 2020.

Three-thousand, one-hundred and seventy-five ^{dollars} Dollars (\$ 3,175.00).

- H. Alternate #6: ADD - In lieu of one (1) 10-ton RinkMate Kit chiller, Custom Ice would like to propose using two (2) 7-ton CoolMate units to provide enough cooling for the November - February ice season. The price below includes the cost of using two (2) 7-ton units instead of one (1) 10-ton unit, additional piping, connections, labor to install and a large-concrete pad.

Manufacturer: Custom Ice Inc.

Twelve-thousand, two-hundred dollars Dollars (\$ 12,200.00).



Raymore Parks and Recreation Board Agenda Item Information Form

Department Division: P&R Administration
Submitted By: Nathan Musteen
Date: June 25, 2019

_____	Discussion Item	X	Action Item
X	Council Recommendation	_____	Presentation

Title / Issue / Request:

5 Year Capital Improvement Program - Budget Amendment

Background / Justification:

The Recreation Park Bridge Replacement project along the trail that connects Recreation Park and Moon Valley Park was an approved project within the FY18 plan. The bridge was replaced earlier this spring. After years of use and excessive inclement weather this past winter and spring, a portion of the trail was no longer safe for pedestrian use. Making every effort to save the portion of trail, contractors ultimately were asked to remove what was left of the old asphalt and pour a new concrete connector.

The Hawk Ridge Park Improvements calls for a loop trail around the Johnston Lake. Upon review by the City Engineering department, the trail design is not adequate to allow park maintenance vehicles to access the amphitheater. Once the trail is poured, all access will be unavailable except by using the RTV. Staff requested a price to install additional base under the asphalt trail which allows our maintenance trucks to utilize the trail for access to all areas of the park.

To complete both projects, a budget amendment of \$24,323 towards trail improvements is necessary. The FY19 Capital Improvement Plan includes a project in the amount of \$26,000 for the replacement of the trail lights in the Arboretum at Memorial Park. Staff is requesting a budget amendment to transfer that \$26,000 to offset the costs associated with the trail improvements and to refund the light replacements in the Arboretum in the future. Remaining funds will be left in Fund 47 fund balance.

Financial Impact:

\$8,920 -	Recreation Park Bridge change order
<u>\$15,403 -</u>	<u>Hawk Ridge Park Trail change order</u>
(\$24,323) -	Total

\$26,000 - Capital Improvement Transfer



Project Timeline: July - City Council

Staff Recommendation:

Staff is seeking approval of the proposed budget amendment.

Attachments:

1. Change Order
 - a. Recreation Park Pedestrian Bridge
 - b. Hawk Ridge Park Improvements - Trail

Contract Change Order

Rec Park Pedestrian Bridge

Change Order # 1 Date: 4/22/19

Contract # 18-293-201

To: Tasco LLC
39060 E. 179th Street
Kingsville, MO 64061

As provided for in the contract documents of the above-designated contract, you are hereby ordered to make the following changes from the plans for that contract.

Description and reason for changes:

1. Rip Rap
2. Additional trail replacement

Settlement for the cost of the above changes is to be made as follows:

This change order will increase the contract amount by \$11,120.00
The change order will bring the contract total to \$8920 above the budgeted amount.

This contract change order shall not be binding until signed by the appropriate parties below.

Recommended by: Project Inspector
J Phil Becker

Date:

Reviewed by: Assistant Public Works Director
Greg Rokos

Date:

Reviewed by: Director of Public Works
Mike Krass

Date:

Reviewed by: City Manager
Jim Feuerborn

Date:

Receipt is acknowledged of this change order and its terms of settlement are hereby agreed to:

Accepted by: Tasoc LLC

Name Printed: _____

Name Signed: _____

Date:

Reviewed by: Purchasing Specialist
Kim Quade

Date:

Reviewed by: Director of Finance
Elisa Williams

Date:

Itemized Cost of Change Order

Bid Item #	Description	Units	Bid Estimated Quantity	To Be Constructed	Units, Over-run or Under-run	Unit Price	Total Cost
	Concrete paving	Sq Ft	300	1300	1000	\$10.00	\$10,000.00
	Rip Rap	Sq yds	0	28	28	\$40.00	\$1,120.00
					0		\$0.00
					0		\$0.00
					0		\$0.00
					0		\$0.00

SUMMARY

Original Contract Price	\$49,000.00
Increase or Decrease by Previous Change Orders	\$0.00
Increase or Decrease by This Change Orders	\$11,120.00
Adjusted Contract Price	\$60,120.00

COPY

Contract Change Order		
Hawk Ridge Park Improvements #18-253-201		
Change Order # 19	Date: 04/25/19	Contract # 18-253-201
To: B Dean Construction LLC 1024 NE Jib Ct. Suite C Lee's Summit, Missouri 64064		As provided for in the contract documents of the above-designated contract, you are hereby ordered to make the following changes from the plans for that contract.
Description and reason for changes: This change order changes the following items: Add 2 inch aggregate base to trail per Parks Director direction. The Parks Board will decide the funding source.		
Settlement for the cost of the above changes is to be made as follows: This estimated change order will increase the contract amount by \$15,403.20 There will be \$18,509.38 remaining in the budget after this change order.		

This contract change order shall not be binding until signed by the appropriate parties below.

Recommended by: Project Inspector Paschal Smith <i>Paschal Smith</i> Date: 4/29/19
Reviewed by: Assistant Public Works Director Greg Rokos <i>Greg Rokos</i> Date: 4/25/19
Reviewed by: Director of Public Works Mike Krass <i>Mike Krass</i> Date:
Reviewed by: City Manager Jim Feuerborn <i>Jim Feuerborn</i> Date: 5.1.2019
Reviewed by: Parks and Recreation Director Nathan Musteen <i>Nathan Musteen</i> Date: 4/25/19

Receipt is acknowledged of this change order and its terms of settlement are hereby agreed to:
Accepted by: for the Contractor <i>Randy Dean</i> Date: 4-26-19
Reviewed by: Purchasing Specialist Kim Quade <i>Kim Quade</i> Date: 4-25-19
Reviewed by: Finance Director Lisa Williams <i>Lisa Williams</i> Date: 4-25-19



Change Proposal Request

Change Proposal No: 18006-28

From:

B Dean Construction LLC
1024 NE Jib Ct., Suite C
Lees Summit, MO 64064
(816) 795-3733

To:

City of Raymore, Missouri
100 Municipal Circle
Raymore, MO 64083

QUOTE DATE	VALID THRU	FOR	PAGE
4/11/2019	4/25/2019	Aggregate Base at Trails	1

Add 2" aggregate base where shown on attached drawing

ITEM NO	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED
01	3,209	Square Yards of added 2" thick aggregate base at trails	4.80	15,403.20*

* means item is non-taxable

TOTAL AMOUNT 15,403.20

Owner Approval:

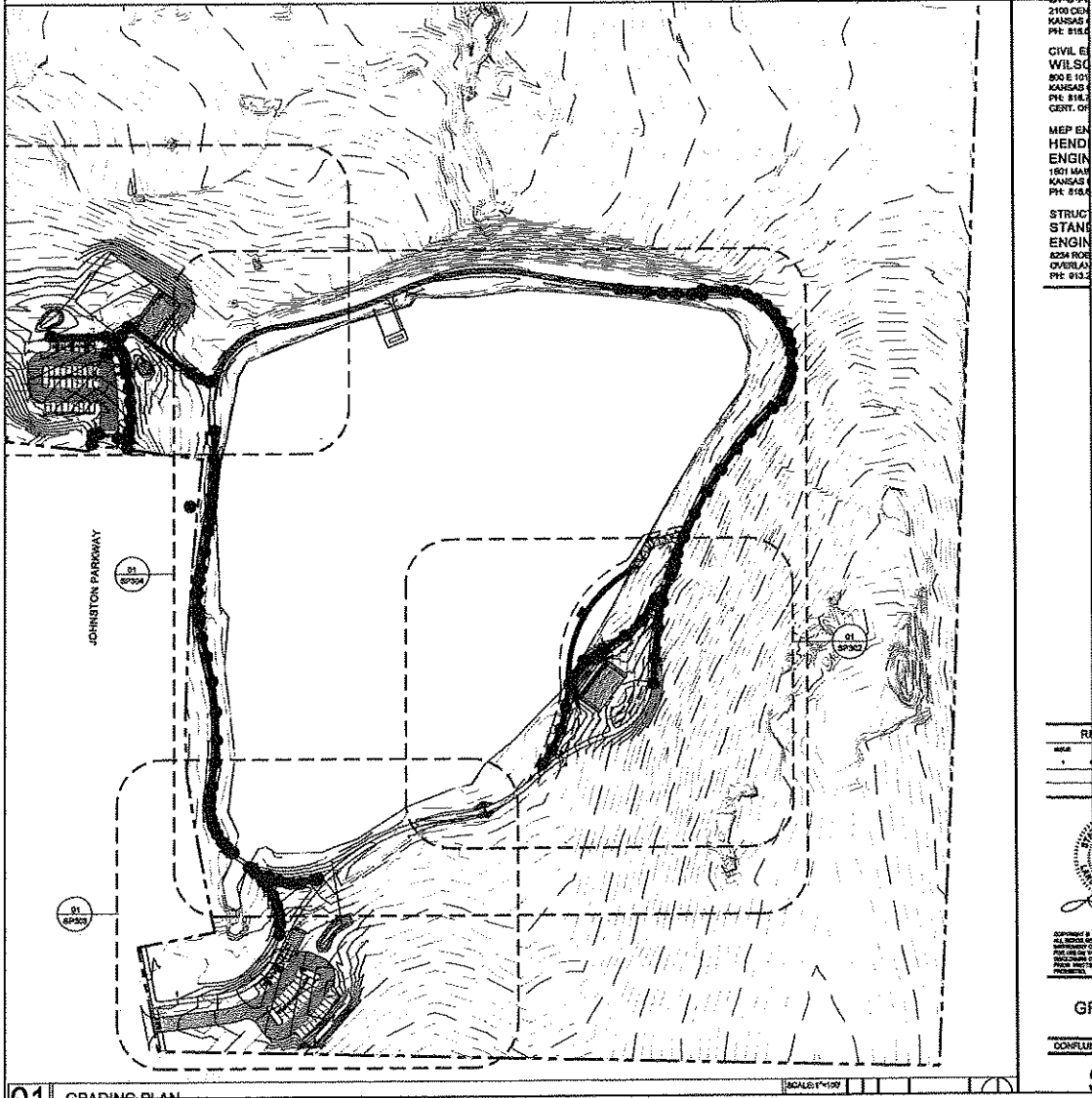
Signature

Printed Name

Title

Approval Date

Project Hawk Ridge Park
Drawing SP300 overall Site Plan
Filename C:/Users/randy/OneDrive/Documents/Estimating/180503 - Hawk Ridge Park - Randy/SP300 overall Site Plan.pdf



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RE

SCALE

CONFIRM

01 GRADING PLAN

SCALE: 1"=100'



MISCELLANEOUS ITEMS

- May 28 - WS Notes
- Status of Capital Improvements
(Provided to the Council the 1st meeting of each month)
- 6th Month Annual Report - As of May 31, 2019
(Provided to the Council on June 24))



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

Tuesday, May 28, 2019

5:30pm

The West Shelter of the Arboretum at Memorial Park

**Memorial Park
400 Park Lane
Raymore, Missouri 64083**

Park Board Members Present: Cipolla & Heath. Park Board Members arriving at 6:00pm: Houdyshell, Supple and Harris

Tree Board Members Present: Rust

Staff Present: Director Musteen, Parks Superintendent Rulo and Recreation Superintendent McLain

Call to Order: Parks Superintendent began the Arbor Day Celebration at 5:30pm.

1. Arbor Day Celebration

- a. Members of the Raymore Tree Board, the Raymore Park Board and City Staff officially dedicated the 2019 City of Raymore Arbor Day Tree in the Arboretum along the trail.

2. West Shelter Playground walk-through

- a. Staff gave an on-site review of the upcoming playground project.

3. Adjournment - The meeting adjourned at 6:30pm.

Status of Park & Recreation Capital Improvements

6/25/2019

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
 - Construction complete
 - Project Finalized
- 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
 - City Council: May 6 and June 10
 - Planning for Construction

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
 - Construction Complete
 - Project Finalized
- 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
 - Construction Complete

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)*
 - Funding to be used for lights on the Boardwalk at Hawk Ridge Park

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 - complete
 - Projects currently being bid

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



Raymore Parks and Recreation Board

Annual Report

Fiscal Year 2018/2019
(Mid-Review Financial Report)

The Raymore Parks and Recreation Department, in conjunction with the Park Board, oversees the acquisition, development, and maintenance of various parklands within the City limits. The Department is responsible for planning, organizing, offering, and supervising a variety of recreation programs and special events for the benefit of the citizens of the City and surrounding community. Managing the use of park property by private individuals, groups, and athletic rentals, caring for municipal buildings and grounds, and coordinating the activities of the Raymore Parks and Recreation Board, are also functions of this department.

Board Members:

Original Appointment Date

Ward 1	Eric Eastwood Ryan Supple	Appointed June 2011 Appointed June 2018
Ward 2	Melinda Houdyshell William Manson	Appointed June 2014 Appointed June 2019
Ward 3	Rich Bartow Joshua Collier	Appointed June 2018 Appointed June 2019
Ward 4	Bryan Harris Stephen Trautman, <i>Chair</i>	Appointed June 2007 Appointed February 2016
At Large (Ward 2)	Chanda Williamson	Appointed June 2019

Members replaced in 2018/2019 (June 2018 - May 2019)

Ward 2, Jennifer Cipolla	June 2014 - May 2019
Ward 3, William Manson	September 2013 - June 2018
Ward 3, Jim Heath	May 2015 - May 2019
At Large (Ward 1), Michele Seimears	June 2014 - April 2019

Parks & Recreation Staff:

Director of Parks & Recreation	Nathan Musteen
Office Assistant	Greta Naab

Recreation Division

Recreation Superintendent	John McLain
Recreation Coordinator	Katie VanKeulen
Athletic Coordinator	Todd Brennon

Parks Division

Parks Superintendent	Steve Rulo
Parks Crew Leader	Jeff Schmill
Parks Maintenance Staff	Boyd Fields, Eddie Gomez, Gus Boos, Haley Rhule

DEPARTMENT HEAD REPORT - UNAUDITED

AS OF: MAY 31ST, 2019

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>									
MISCELLANEOUS	0.00	0.00	0.00	0.00	1,004.09	1,004.09	0.00 (1,004.09)	0.00
TOTAL NON-DEPARTMENTAL	0.00	0.00	0.00	0.00	1,004.09	1,004.09	0.00 (1,004.09)	0.00
<u>PARKS DIVISION</u>									
PROPERTY TAXES	0.00	0.00	0.00	402,780.00	3,318.17	397,910.06	0.00	4,869.94	98.79
MISCELLANEOUS	0.00	0.00	0.00	7,967.00	2,105.70	14,251.29	0.00 (6,284.29)	178.88
FACILITY RENTAL REVENUE	0.00	0.00	0.00	6,080.00	590.00	2,665.00 (50.00)	3,465.00	43.01
TRANSFERS - INTERFUND	0.00	0.00	0.00	450,000.00	37,500.00	262,500.00	0.00	187,500.00	58.33
TOTAL PARKS DIVISION	0.00	0.00	0.00	866,827.00	43,513.87	677,326.35 (50.00)	189,550.65	78.13
<u>RECREATION DIVISION</u>									
CONCESSION REVENUE	0.00	0.00	0.00	62,000.00	15,673.90	22,350.40	0.00	39,649.60	36.05
FACILITY RENTAL REVENUE	0.00	0.00	0.00	22,200.00	5,445.00	12,691.25	0.00	9,508.75	57.17
PROGRAM REVENUE	0.00	0.00	0.00	227,520.00	8,247.85	130,615.60 (45.00)	96,949.40	57.39
TOTAL RECREATION DIVISION	0.00	0.00	0.00	311,720.00	29,366.75	165,657.25 (45.00)	146,107.75	53.13
<u>CENTERVIEW</u>									
FACILITY RENTAL REVENUE	0.00	0.00	0.00	50,205.00	5,417.91	30,900.40	0.00	19,304.60	61.55
PROGRAM REVENUE	0.00	0.00	0.00	2,600.00	490.00	2,945.00	0.00 (345.00)	113.27
TOTAL CENTERVIEW	0.00	0.00	0.00	52,805.00	5,907.91	33,845.40	0.00	18,959.60	64.10
<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	89.00	1,790.50	0.00	5,859.50	23.41
FACILITY RENTAL REVENUE	0.00	0.00	0.00	13,050.00	127.50	1,787.50	0.00	11,262.50	13.70
PROGRAM REVENUE	0.00	0.00	0.00	146,800.00	13,245.00	38,245.01	0.00	108,554.99	26.05
TOTAL RAYMORE ACTIVITY CENTER	0.00	0.00	0.00	169,840.00	13,461.50	41,823.01	0.00	128,016.99	24.62
TOTAL REVENUES	0.00	0.00	0.00	1,401,192.00	93,254.12	919,656.10 (95.00)	481,630.90	65.63
<u>EXPENDITURE SUMMARY</u>									
PARKS DIVISION	0.00	0.00	0.00	732,989.00	67,936.12	397,480.00	22,702.17	312,806.83	57.32
RECREATION DIVISION	0.00	0.00	0.00	537,076.00	72,165.17	306,311.60	13,788.97	216,975.43	59.60
CENTERVIEW	182.79	182.79	0.00	49,255.00	2,764.50	12,077.37	503.41	36,674.22	25.54
RAYMORE ACTIVITY CENTER	0.00	0.00	0.00	81,172.00	4,708.08	23,625.23	573.14	56,973.63	29.81
TOTAL EXPENDITURES	182.79	182.79	0.00	1,400,492.00	147,573.87	739,494.20	37,567.69	623,430.11	55.48
REVENUES OVER/(UNDER) EXPENDITURES	(182.79)	182.79	0.00	700.00	(54,319.75)	180,161.90	(37,662.69)	(141,799.21)	357.03

DEPARTMENT HEAD REPORT - UNAUDITED

AS OF: MAY 31ST, 2019

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
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NON-DEPARTMENTAL

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MISCELLANEOUS

00-4350-0000 INTEREST REVENUE	0.00	0.00	0.00	0.00	1,004.09	1,004.09	0.00	(1,004.09)	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	0.00	1,004.09	1,004.09	0.00	(1,004.09)	0.00

TRANSFERS - INTERFUND

TOTAL NON-DEPARTMENTAL	0.00	0.00	0.00	0.00	1,004.09	1,004.09	0.00	(1,004.09)	0.00
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PARKS DIVISION

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PROPERTY TAXES

25-4010-0000 REAL ESTATE PROPERTY TAX	0.00	0.00	0.00	336,715.00	1,079.11	332,897.81	0.00	3,817.19	98.87
25-4020-0000 PERSONAL PROPERTY TAX	0.00	0.00	0.00	66,065.00	2,239.06	65,012.25	0.00	1,052.75	98.41
TOTAL PROPERTY TAXES	0.00	0.00	0.00	402,780.00	3,318.17	397,910.06	0.00	4,869.94	98.79

MISCELLANEOUS

25-4350-0000 INTEREST REVENUE	0.00	0.00	0.00	7,967.00	918.70	10,880.29	0.00	(2,913.29)	136.57
25-4370-0000 MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	1,187.00	1,371.00	0.00	(1,371.00)	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	2,105.70	14,251.29	0.00	(6,284.29)	178.88

FACILITY RENTAL REVENUE

25-4710-0000 PARK RENTAL FEES	0.00	0.00	0.00	6,080.00	590.00	2,665.00	(50.00)	3,465.00	43.01
TOTAL FACILITY RENTAL REVENUE	0.00	0.00	0.00	6,080.00	590.00	2,665.00	(50.00)	3,465.00	43.01

TRANSFERS - INTERFUND

25-4901-0000 TRANSFER FROM GENERAL FUN	0.00	0.00	0.00	100,000.00	8,333.33	58,333.31	0.00	41,666.69	58.33
25-4947-0000 TRANSFER FROM PARK SALES	0.00	0.00	0.00	350,000.00	29,166.67	204,166.69	0.00	145,833.31	58.33
TOTAL TRANSFERS - INTERFUND	0.00	0.00	0.00	450,000.00	37,500.00	262,500.00	0.00	187,500.00	58.33

TOTAL PARKS DIVISION

RECREATION DIVISION

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PROPERTY TAXES

MISCELLANEOUS

DEPARTMENT HEAD REPORT - UNAUDITED

AS OF: MAY 31ST, 2019

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>CONCESSION REVENUE</u>									
26-4700-0000 CONCESSION	0.00	0.00	0.00	62,000.00	15,673.90	22,350.40	0.00	39,649.60	36.05
TOTAL CONCESSION REVENUE	0.00	0.00	0.00	62,000.00	15,673.90	22,350.40	0.00	39,649.60	36.05
<u>FACILITY RENTAL REVENUE</u>									
26-4710-0000 RENTAL FEES	0.00	0.00	0.00	22,200.00	5,445.00	12,691.25	0.00	9,508.75	57.17
TOTAL FACILITY RENTAL REVENUE	0.00	0.00	0.00	22,200.00	5,445.00	12,691.25	0.00	9,508.75	57.17
<u>PROGRAM REVENUE</u>									
26-4715-1600 PROGRAM - LEAGUE MISC	0.00	0.00	0.00	12,250.00	547.00	3,057.00	0.00	9,193.00	24.96
26-4715-1610 PROGRAM - BASEBALL/SOFTBA	0.00	0.00	0.00	86,600.00	3,735.00	59,421.00	0.00	27,179.00	68.62
26-4715-1615 PROGRAM - BASKETBALL	0.00	0.00	0.00	0.00	232.00	232.00	0.00	(232.00)	0.00
26-4715-1620 PROGRAM - SOCCER	0.00	0.00	0.00	67,900.00	1,698.85	47,413.60	(45.00)	20,531.40	69.76
26-4715-1625 PROGRAM - ADULT SOFTBALL	0.00	0.00	0.00	20,250.00	0.00	4,950.00	0.00	15,300.00	24.44
26-4715-1635 PROGRAM - INSTRUCTIONAL	0.00	0.00	0.00	6,300.00	300.00	940.00	0.00	5,360.00	14.92
26-4715-1640 PROGRAM - TINY SPORTS	0.00	0.00	0.00	11,520.00	450.00	7,310.00	0.00	4,210.00	63.45
26-4715-1645 PROGRAM - FITNESS	0.00	0.00	0.00	7,200.00	0.00	0.00	0.00	7,200.00	0.00
26-4720-0000 SPECIAL EVENT CONTRIBUTIO	0.00	0.00	0.00	15,500.00	1,285.00	7,292.00	0.00	8,208.00	47.05
TOTAL PROGRAM REVENUE	0.00	0.00	0.00	227,520.00	8,247.85	130,615.60	(45.00)	96,949.40	57.39
TOTAL RECREATION DIVISION	0.00	0.00	0.00	311,720.00	29,366.75	165,657.25	(45.00)	146,107.75	53.13
<u>CENTERVIEW</u>									
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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	5,417.91	30,900.40	0.00	19,304.60	61.55
TOTAL FACILITY RENTAL REVENUE	0.00	0.00	0.00	50,205.00	5,417.91	30,900.40	0.00	19,304.60	61.55
<u>PROGRAM REVENUE</u>									
27-4715-1600 PROGRAMS-MISC	0.00	0.00	0.00	2,600.00	490.00	2,945.00	0.00	(345.00)	113.27
TOTAL PROGRAM REVENUE	0.00	0.00	0.00	2,600.00	490.00	2,945.00	0.00	(345.00)	113.27
TOTAL CENTERVIEW	0.00	0.00	0.00	52,805.00	5,907.91	33,845.40	0.00	18,959.60	64.10
<u>RAYMORE ACTIVITY CENTER</u>									
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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

DEPARTMENT HEAD REPORT - UNAUDITED

AS OF: MAY 31ST, 2019

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	35,973.86	194,057.15	0.00	133,661.85	59.21
25-5020-1250 FICA	0.00	0.00	0.00	25,751.00	2,798.73	15,080.10	0.00	10,670.90	58.56
25-5030-1250 UNEMPLOYMENT	0.00	0.00	0.00	1,011.00	0.00	276.78	0.00	734.22	27.38
25-5040-1250 GROUP INSURANCE	0.00	0.00	0.00	55,986.00	4,261.15	29,829.52	0.00	26,156.48	53.28
25-5045-1250 LAGERS	0.00	0.00	0.00	50,582.00	5,676.17	30,039.49	0.00	20,542.51	59.39
25-5050-1250 OVERTIME	0.00	0.00	0.00	8,892.00	1,700.22	10,602.57	0.00	(1,710.57)	119.24
25-5060-1250 WORKERS COMP	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>9,189.00</u>	<u>745.89</u>	<u>5,221.23</u>	<u>0.00</u>	<u>3,967.77</u>	<u>56.82</u>
TOTAL PERSONNEL	0.00	0.00	0.00	498,363.00	51,156.02	285,106.84	0.00	213,256.16	57.21
<u>COMMODITIES</u>									
25-6065-1250 EQUIPMENT & FIXTURES-PARK	0.00	0.00	0.00	6,900.00	69.15	944.95	0.00	5,955.05	13.69
25-6070-1250 FUEL/OIL	0.00	0.00	0.00	10,450.00	436.61	4,295.82	679.87	5,474.31	47.61
25-6150-1010 OFFICE SUPPLIES	0.00	0.00	0.00	1,500.00	0.00	280.70	0.00	1,219.30	18.71
25-6260-1250 TOOLS/EQUIPMENT	0.00	0.00	0.00	2,500.00	0.00	0.00	571.98	1,928.02	22.88
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	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,825.00</u>	<u>0.00</u>	<u>2,951.20</u>	<u>100.00</u>	<u>773.80</u>	<u>79.77</u>
TOTAL COMMODITIES	0.00	0.00	0.00	25,337.00	505.76	8,472.67	1,351.85	15,512.48	38.78
<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	258.96	328.62	(87.58)	117.52
25-6430-1250 GROUNDS MAINTENANCE	0.00	0.00	0.00	40,000.00	4,627.67	17,278.60	6,022.08	16,699.32	58.25
25-6430-1255 GROUNDS MAINT-TREES	0.00	0.00	0.00	4,000.00	1,000.00	1,000.00	0.00	3,000.00	25.00
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	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>	<u>0.00</u>	<u>750.46</u>	<u>0.00</u>	<u>(250.46)</u>	<u>150.09</u>
TOTAL MAINTENANCE & REPAIRS	0.00	0.00	0.00	47,000.00	5,627.67	21,300.14	8,024.70	17,675.16	62.39
<u>UTILITIES</u>									
25-6800-1010 ELECTRICITY	0.00	0.00	0.00	46,564.00	3,176.63	18,400.14	0.00	28,163.86	39.52
25-6810-1010 WATER	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>215.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>215.00</u>	<u>0.00</u>
TOTAL UTILITIES	0.00	0.00	0.00	46,779.00	3,176.63	18,400.14	0.00	28,378.86	39.33
<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	0.00	3,349.71	1,190.00	(1,789.71)	165.08
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	424.67	0.00	575.33	42.47
25-7180-1010 INSURANCE	0.00	0.00	0.00	12,003.00	0.00	8,348.37	0.00	3,654.63	69.55
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	1,585.43	3,977.71	571.24	2,221.05	67.19
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	875.00	1,800.00	0.00	(200.00)	112.50
25-7280-1010 MISCELLANEOUS EXP	0.00	0.00	0.00	110.00	0.00	127.53	0.00	(17.53)	115.94
25-7300-1010 COPIER EXPENSE	0.00	0.00	0.00	2,076.00	355.18	1,318.28	0.00	757.72	63.50
25-7320-1250 PROFESSIONAL SERVICES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>31,250.00</u>	<u>623.93</u>	<u>16,090.94</u>	<u>11,564.38</u>	<u>3,594.68</u>	<u>88.50</u>
TOTAL CONTRACTUAL	0.00	0.00	0.00	59,244.00	3,439.54	35,986.71	13,325.62	9,931.67	83.24

DEPARTMENT HEAD REPORT - UNAUDITED

AS OF: MAY 31ST, 2019

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	35,025.52	169,823.85	0.00	85,103.15	66.62
26-5020-1310 FICA	0.00	0.00	0.00	19,740.00	2,750.48	13,031.99	0.00	6,708.01	66.02
26-5030-1310 UNEMPLOYMENT	0.00	0.00	0.00	787.00	0.00	206.43	0.00	580.57	26.23
26-5040-1310 GROUP INSURANCE	0.00	0.00	0.00	25,269.00	2,632.30	18,423.33	0.00	6,845.67	72.91
26-5045-1310 LAGERS	0.00	0.00	0.00	33,881.00	3,994.53	20,860.49	0.00	13,020.51	61.57
26-5050-1310 OVERTIME	0.00	0.00	0.00	3,115.00	1,285.80	2,997.31	0.00	117.69	96.22
26-5060-1010 WORKERS COMP	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,712.00</u>	<u>461.00</u>	<u>3,227.00</u>	<u>0.00</u>	<u>2,485.00</u>	<u>56.50</u>
TOTAL PERSONNEL	0.00	0.00	0.00	343,431.00	46,149.63	228,570.40	0.00	114,860.60	66.55
<u>COMMODITIES</u>									
26-6150-1010 OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	5.40	(5.40)	0.00
26-6190-1010 POSTAGE	0.00	0.00	0.00	288.00	16.50	93.22	0.00	194.78	32.37
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	851.14	877.53	146.94	(724.47)	341.49
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	67.00	0.00	3,933.00	1.68
26-6260-1620 TOOLS/EQUIPMENT - SOCCER	0.00	0.00	0.00	2,500.00	0.00	1,086.59	0.00	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	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>546.00</u>	<u>0.00</u>	<u>534.00</u>	<u>0.00</u>	<u>12.00</u>	<u>97.80</u>
TOTAL COMMODITIES	0.00	0.00	0.00	10,359.00	867.64	2,979.62	152.34	7,227.04	30.23
<u>UTILITIES</u>									
<u>CONTRACTUAL</u>									
26-7060-1010 CONCESSION EXP-ADMINISTRA	0.00	0.00	0.00	30,000.00	4,421.41	9,049.86	2,753.06	18,197.08	39.34
26-7090-1010 ED/TRAIN/SEMINAR	0.00	0.00	0.00	2,980.00	180.00	2,279.00	595.00	106.00	96.44
26-7240-1010 MEALS/LODGING/MILEAGE	0.00	0.00	0.00	4,570.00	0.00	3,393.85	218.30	957.85	79.04
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	672.89	3,818.82	0.00	3,681.18	50.92
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	810.38	2,443.88	0.00	2,701.12	47.50
26-7330-1610 PROGRAM - BASEBALL/SOFTBA	0.00	0.00	0.00	34,706.00	12,539.91	12,929.46	1,364.00	20,412.54	41.18
26-7330-1615 PROGRAM - BASKETBALL	0.00	0.00	0.00	0.00	0.00	0.00	264.00	(264.00)	0.00
26-7330-1620 PROGRAM - SOCCER	0.00	0.00	0.00	38,000.00	4,293.47	21,144.11	38.00	16,817.89	55.74
26-7330-1625 PROGRAM - ADULT SOFTBALL	0.00	0.00	0.00	9,000.00	800.00	1,070.76	0.00	7,929.24	11.90
26-7330-1635 PROGRAM - INSTRUCTION	0.00	0.00	0.00	4,750.00	252.00	707.00	0.00	4,043.00	14.88
26-7330-1640 PROGRAM - TINY SPORTS	0.00	0.00	0.00	1,800.00	0.00	676.48	0.00	1,123.52	37.58
26-7330-1645 PROGRAM - FITNESS	0.00	0.00	0.00	4,550.00	0.00	612.50	0.00	3,937.50	13.46
26-7340-1600 RENT	0.00	0.00	0.00	5,000.00	270.00	3,587.00	270.00	1,143.00	77.14
26-7360-1010 SOFTWARE MAINT - ADMINIST	0.00	0.00	0.00	4,500.00	0.00	0.00	0.00	4,500.00	0.00
26-7370-1600 SPECIAL EVENTS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>28,250.00</u>	<u>907.84</u>	<u>13,048.86</u>	<u>8,134.27</u>	<u>7,066.87</u>	<u>74.98</u>
TOTAL CONTRACTUAL	0.00	0.00	0.00	183,286.00	25,147.90	74,761.58	13,636.63	94,887.79	48.23

DEPARTMENT HEAD REPORT - UNAUDITED

AS OF: MAY 31ST, 2019

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	469.00	1,045.64	0.00	454.36	69.71
28-6150-1010 SUPPLIES	0.00	0.00	0.00	1,000.00	42.99	597.21	0.00	402.79	59.72
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	52.31	2,047.69	2.49
28-6260-1615 TOOLS/EQUIP - BASKETBALL	0.00	0.00	0.00	1,100.00	0.00	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	511.99	2,394.09	52.31	7,673.60	24.17
<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	618.07	4,316.84	0.00	5,283.16	44.97
28-6820-1010 NATURAL GAS/PROPANE	0.00	0.00	0.00	4,200.00	850.89	3,970.00	0.00	230.00	94.52
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	1,468.96	8,286.84	0.00	6,395.16	56.44
<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	544.75	1,594.75	215.25	380.00	82.65
28-7330-1600 PROGRAM - LEAGUE MISC	0.00	0.00	0.00	6,205.00	1,052.18	1,344.56	0.00	4,860.44	21.67
28-7330-1605 PROGRAM - DAY CAMP	0.00	0.00	0.00	16,400.00	815.20	1,427.20	305.58	14,667.22	10.57
28-7330-1615 PROGRAM - BASKETBALL	0.00	0.00	0.00	10,900.00	0.00	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
28-7330-1645 PROGRAM - FITNESS	0.00	0.00	0.00	0.00	315.00	315.00	0.00	(315.00)	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	2,727.13	12,879.57	520.83	38,969.60	25.59
<u>CAPITAL PROJECTS</u>									
TOTAL RAYMORE ACTIVITY CENTER	0.00	0.00	0.00	81,172.00	4,708.08	23,625.23	573.14	56,973.63	29.81
TOTAL EXPENDITURES	182.79	182.79	0.00	1,400,492.00	147,573.87	739,494.20	37,567.69	623,430.11	55.48
REVENUES OVER/(UNDER) EXPENDITURES	(182.79)	182.79	0.00	(1,400,492.00)	(147,573.87)	(739,494.20)	(37,567.69)	(623,430.11)	55.48

*** END OF REPORT ***