

THE RAYMORE PARKS AND RECREATION BOARD MET IN REGULAR SESSION TUESDAY, JUNE 25, 2019, IN THE CITY HALL COUNCIL CHAMBERS AT 100 MUNICIPAL CIRCLE, RAYMORE, MISSOURI.

MEMBERS PRESENT: Chairman Trautman; Members Bartow, Collier, Eastwood, Harris, Manson, Supple. Member Houdyshell was absent during roll call, but arrived at 6:13 pm. Member Williamson is absent.

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

1. Call to Order: Chairman Trautman called the meeting to order at 6:00pm.

2. Roll Call

3. Pledge of Allegiance

4. New Business

A. Budget Amendment

Action Item

Staff presented an amendment to the FY18 Capital Improvement Plan to remove the Recreation Park Picnic Pavilion at the old Park House location. Director Musteen gave a narrative of the two phase project. As staff began planning for the FY20 CIP, it was determined that our project expenses were more than the expected tax revenue. The pavilion was a good fit to remove and keep the remaining funds in fund 47. The pavilion project will be discussed as a future project in next year's planning process.

Member Supple asked if any other project would be delayed or removed to help with fund balance. Director Musteen indicated that this would be the only project to be removed.

Motion: Member Manson moved to approve the budget amendment
Member Supple seconded.

Discussion: Member Harris clarified the reasoning for the amendment and asked how much the projected negative balance would be without the amendment. Director Musteen stated that we were projecting a negative balance of \$63,000.

Vote:	7 Aye	Member Bartow	Aye
	0 Nay	Member Collier	Aye
	2 Absent	Member Eastwood	Aye
		Member Harris	Aye
		Member Houdyshell	Absent
		Member Manson	Aye
		Member Supple	Aye
		Member Trautman	Aye
		Member Williamson	Absent

B. Capital Improvement Plan - FY20

Action Item

Director Musteen reminded the Park Board that the proposed FY20 capital improvement plan was discussed and approved by the Board in March 2019. Project planning is usually given \$375,000 to \$400,000 per year for projects after a transfer for Fund 25 is

made for operations. Given the lower tax revenue projections for Fund 47, staff made a couple of changes to ensure the fund balance would not drop below \$0.

The Recreation Park Pond project came in under budget providing some fund balance and the budget amendment to remove the Recreation Park Picnic Pavilion provides additional fund balance as well. Staff proposed to address each project individually and adjust the budget associated with those projects to ensure that a positive fund balance remains and as we project the next five years.

These changes afforded the opportunity to add three smaller projects that were unfunded but justified by their safety implications and maintenance support.

Recreation Park Trail Gap
Arboretum Trail Light Replacement
Johnston Lake Fountain

Member Houdyshell arrives at 6:13pm.

Member Eastwood asked if funds from the Recreation Park Pond project would be used to address changes at the Disc Golf Course. Staff indicated that the disc golf course repairs and changes would be taken care of through the operations budget. Member Eastwood also discussed some redesign of the course that he had addressed with Staff, Superintendent Rulo addressed the Board that if a redesign is wanted by the board, it should be addressed in the CIP or discussed by the Board as to the direction staff should take. Discussion ensued regarding the costs of redesign and how to fund annual maintenance.

Member Manson asked if the fountain would interfere with the fishing at Johnston Lake. Staff indicated that it would not interfere with fishing.

Member Supple asked if a discussion or amendment was previously made regarding TB Hanna. Director Musteen indicated that we had made an amendment to transfer dollars to help with T.B. Hanna. Staff would follow up with the board of when the amendment was made.

Member Harris asked more questions about the Johnston Lake fountain. Superintendent Rulo gave further description of the fountain.

Motion: Member Harris moved to accept proposed changes to the FY20 CIP.
Member Supple seconded.

Discussion:

Vote:	8 Aye	Member Bartow	Aye
	0 Nay	Member Cipolla	Aye
	1 Absent	Member Eastwood	Aye
		Member Harris	Aye
		Member Houdyshell	Aye
		Member Manson	Aye
		Member Supple	Aye
		Member Trautman	Aye
		Member Williamson	Absent

C. FY20 - Proposed Budget

Action Item

Director Musteen provided the FY20 budget to the Park Board. Musteen gave a summary to the process of recommending a zero balanced budget. A transfer from sales tax was increased this year to help offset additional payroll and benefits for full time employees as well as several part-time employees associated with the RAC and Centerview.

Motion: Member Harris moved to accept the FY20 Budget as presented with authorization for the Director and City Manager to make changes if necessary. Member Supple seconded.

Discussion: Member Supple noted a typo in the staff report.

Vote:	8 Aye	Member Bartow	Aye
	0 Nay	Member Cipolla	Aye
	1 Absent	Member Eastwood	Aye
		Member Harris	Aye
		Member Houdyshell	Aye
		Member Manson	Aye
		Member Supple	Aye
		Member Trautman	Aye
		Member Williamson	Absent

Director Musteen added a couple of comments regarding the budget. Payroll is now attributed to the individual accounts and buildings from which they are accounted for.

Director Musteen announced to the Park Board that we are a recipient of the 2019 Playground Scrap Tire Surface Material Grants through the Missouri Department of Natural Resources for playground surfacing at Memorial Park.

Director Musteen announced that Hawk Ridge Park is now open and a ribbon cutting would be announced soon.

5. Public Comment

6. Board Member Comment -

Member Harris asked if the ribbon cutting not be a 4pm.
Member Harris asked if there is a special meeting in which action items are required, could the meetings be at 7:00pm and not 6:00pm.

7. Adjournment

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

Discussion: None

Vote:	7 Aye	Member Bartow	Aye
	0 Nay	Member Cipolla	Aye
	2 Absent	Member Eastwood	Aye
		Member Harris	Aye
		Member Houdyshell	Aye
		Member Manson	Aye
		Member Supple	Aye

Member Trautman	Aye
Member Williamson	Absent

The special meeting of the Raymore Park Board adjourned at 6:32 pm.

Respectfully submitted,

Nathan Musteen
Director of Parks & Recreation