

RAYMORE PARKS AND RECREATION BOARD

AGENDA

Tuesday, September 22, 2020

7:00PM - City Hall

**Council Chambers
100 Municipal Circle
Raymore, Missouri 64083**

- 1. Call to Order**
- 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 July 28, 2020
 - B. Park Board Minutes (Special Meeting) August 11, 2020
- 6. Staff Reports**
Recreation/Facilities Superintendent
Parks Superintendent
Parks & Recreation Director
- 7. Unfinished Business - None**
- 8. New Business**
 - A. Budget Amendment - Depot Railings Action Item

Staff is presenting a recommendation to purchase and install additional railings to the Depot for the Ice Rink. A budget amendment is required.
- 9. Public Comment**
- 10. Board Member Comment**
- 11. Adjournment**

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

- *September 8, 2020 - Work Session Notes*
- *August 25, 2020 - Work Session Notes*

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, JULY 28, 2020, IN COUNCIL CHAMBERS AT 100 MUNICIPAL CIRCLE, RAYMORE, MISSOURI.

MEMBERS PRESENT: Chairman Trautman; Members Collier, Harris, Houdyshell, Manson, Supple. Members Bartow and Williamson are absent.

STAFF PRESENT: Superintendent Rulo and Office Assistant Naab. Director Musteen is absent.

1. Call to Order: Chairman Trautman called the meeting to order at 7:01pm.

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

June 23, 2020
July 6, 2020

Motion: Member Harris moved to accept the Park Board minutes of June 23 and July 6, 2020.
Member Manson seconded the motion.

Discussion:

Vote:	5 Aye	Member Bartow	Absent
	0 Nay	Member Collier	Abstain
	2 Absent	Member Harris	Aye
	1 Abstain	Member Houdyshell	Aye
		Member Manson	Aye
		Member Supple	Aye
		Member Trautman	Aye
		Member Williamson	Absent

6. Staff Reports

Parks Superintendent Rulo highlighted his written report.
Rulo spoke briefly about the interviews for the Rec Superintendent position.
Movie Night, Mini Mud Run and this weekend's tournament have been cancelled due to the rise in covid cases.

7. Old Business - None

8. New Business

A. Schedule of Fees

Action Item

The Park Board reviewed the Schedule of Fees to be recommended to the City Council for the FY21 Budget.

Motion: Member Harris moved to accept the FY '21 Schedule of Fees as presented. Member Manson seconded the motion.

Discussion:

Vote:	6 Aye	Member Bartow	Absent
	0 Nay	Member Collier	Aye
	2 Absent	Member Harris	Aye
		Member Houdyshell	Aye
		Member Manson	Aye
		Member Supple	Aye
		Member Trautman	Aye
		Member Williamson	Absent

B. FY21 Budget Recommendation

Action Item

Staff presented the proposed fiscal 2021 parks and recreation budget for board review and recommendation to the City Council.

Motion: Member Harris moved to accept the proposed Fiscal 2021 Parks and Recreation Budget as presented and give the Director authority to make amendments. Member Manson seconded the motion.

Discussion:

Vote:	6 Aye	Member Bartow	Absent
	0 Nay	Member Collier	Aye
	0 Absent	Member Harris	Aye
		Member Houdyshell	Aye
		Member Manson	Aye
		Member Supple	Aye
		Member Trautman	Aye
		Member Williamson	Absent

9. Public Comment

10. Board Member Comment

11. Adjournment

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

Discussion: None

Vote:	6 Aye	Member Bartow	Absent
	0 Nay	Member Collier	Aye

2 Absent

Member Harris	Aye
Member Houdyshell	Aye
Member Manson	Aye
Member Supple	Aye
Member Trautman	Aye
Member Williamson	Absent

The regular meeting of the Raymore Park Board adjourned at 7:09 pm.

Respectfully submitted,
Greta Naab
Office Assistant

THE RAYMORE PARKS AND RECREATION BOARD MET IN SPECIAL SESSION TUESDAY, AUGUST 11, 2020, IN THE GILMORE ROOM AT CENTERVIEW, 227 MUNICIPAL CIRCLE, RAYMORE, MISSOURI.

MEMBERS PRESENT: Members Collier, Houdyshell, Bartow, Williamson, Supple, Casas and Manson. Member Harris and Chairman Trautman were absent.

STAFF PRESENT: Superintendent Rulo and Director Musteen

1. Call to Order: Vice-Chairman Manson called the meeting to order at 6:04pm.

2. Roll Call

3. Pledge of Allegiance

4. New Business

A. Johnston Lake Fountain - Award of Contract Action Item

Director Musteen presented a recommendation for the purchase and installation of a fountain for Johnston Lake. The contract includes an alternate bid for electrical work associated with an art sculpture to be provided by the Arts Commission.

Motion: Member Bartow made a motion to accept the recommendation of staff. Member Houdyshell seconded the motion.

Discussion:

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

5. Board Member Comment

6. Adjournment

Motion: Member Bartow made a motion to accept the recommendation of staff. Member Houdyshell seconded the motion.

Discussion:

Vote:	7 Aye	Member Bartow	Aye
	0 Nay	Member Casas	Aye
	2 Absent	Member Collier	Aye
		Member Harris	Absent
		Member Houdyshell	Aye

Member Manson	Aye
Member Supple	Aye
Member Trautman	Absent
Member Williamson	Aye

The special meeting of the Raymore Park Board adjourned at 6:16 pm.

Respectfully submitted,

Nathan Musteen
Director of Parks & Recreation

STAFF REPORT

To: Park Board
From: Jimmy Gibbs, CPRP/AFO
Recreation & Facilities Superintendent
Date: August-September 2020
Subject: Recreation & Facilities Report

Administrative Operations

- Staff booked rentals and scheduled part time staff for Centerview, both internal and paid.
- Staff gave Centerview tours and rental quotes to interested parties.

Accomplishments

• **TB HANNA STATION SPRAY PARK**

- In the last month, I've had great opportunities to become heavily involved in the aquatics/spray park aspects of TB Hanna Station park. I'm currently writing operations manuals and then will develop training sessions for our team. While we haven't had it open to the public yet this season, we are looking forward to testing the systems before we inservice on the winterizing process later this fall.

• **PART-TIME STAFF RECRUITMENT**

- Due to changes in the availability of some part-time staff at Centerview and the RAC, we have started a recruitment process to bring on two new team members. Both are part-time seasonal positions that will help fill gaps in schedules for front desk/customer service at the RAC, and setup/cleanup event staff at Centerview. Adding these positions will normalize the already busy schedules of our full-time office staff members.

The Centerview event staff position will be scheduled based on the demand of reservations including meetings, parties, community events and weddings. Currently, full time administrative office staff is responsible for setup/tear down/cleaning for all events held at Centerview--including evenings and weekends. The RAC Front Desk Customer Service position is a set schedule during the week with the potential of some additional weekend hours if needed. Our athletic and recreation coordinators have been sharing responsibility of covering the RAC front desk--which is not the best use of their time. Both of these positions will begin at the base of current Missouri minimum wage, with the anticipated .85/hour increase on January 1, 2021.

Meetings/Trainings Attended

- Office Assistant Naab
- Athletic Coordinator Brennon
 - South Metro Scheduling Meetings on Monday August 24 & Tuesday August 25.
 - Coach Meetings for Fall Sports the week of August 17 and August 24.

- Soccer Referee Meeting on Thursday September 3
- Recreation Coordinator Daut
 - Leadership Development Institute-Missouri Recreation & Parks Association
- Recreation & Facilities Superintendent Gibbs
 - NRPA CAPRA Webinar Series 1, 2, 3
 - NRPA Splash Pad Certificate: Planning
 - NRPA What's in Your Water? Avoiding Water Quality Incidents

Recreation Programs

- Registration is open for Karate, Taekwondo, Kickboxing, Painting, Fit Moms, and Esports

Rentals/Events/Concessions

- Rentals/Usage
 - Ball Fields
 - Various independent teams have rented baseball fields at Recreation Park for practices this fall.
 - Centerview
 - Rental Usage
 - Brookside HOA had 3 meetings in the Gilmore Room.
 - Raymore Elementary PYA had a meeting in Room A.
 - Raymore Chamber of Commerce had their monthly luncheon in Room B
 - The Optimist Club held their monthly Tuesday night meeting in Room A.
 - Program Usage
 - First Disc Golf Clinic - 7 participants aged 9-53
 - Special Events
 -
 - City Internal Usage
 - The Raymore Police Department hosted a 4 day car seat training session in Room A. There were 16 participants.
 - The Raymore Park Board had a work session in Room B
 - RAC
 - Elite Volleyball holds practices at the RAC every Sunday and Thursday through the end of the year.
 - Wild Things Volleyball will begin renting the RAC in November through the end of March.
- Events
 - Held during the Month
 - Disc Golf Clinic
 - Farmers Market
 - Had Twisted Taters out for brief lunch event Sep 11
 - Upcoming
 - Fishing Derby Set Sept 26
- Concessions
 - Concession stands are open and fully operational at Recreation Park and the Raymore Activity Center.

Sports (Adult)

- Winter
 - Adult Volleyball
 - First Class of an eight-week session began Monday September 14.
 - Four participants registered with an average of four additional walk-ins each class.

- Adult Softball
 - Fall Adult Softball season began on Sunday September 13.
 - Six teams registered for this season. Increase of 1 team from last Fall season.

Sports (Youth)

- Fall
 - Soccer
 - Recreation and Social Soccer season is in session.
 - 170 participants registered in recreation soccer.
 - 17 participants registered in social soccer.
 - Baseball/Softball
 - 290 participants during the fall season
 - 3 Independent teams registered this fall season.
 - Flag Football
 - 115 registered participants for recreational flag football.
 - Games are played on Saturdays this fall instead of weeknights.
 - Volleyball
 - 94 participants registered for the fall season.

Sports (Tiny)

- Fall
 - Soccer
 - Tiny Soccer is in session with 63 participants registered this fall.
 - Flag Football
 - Registration is open with start date scheduled for Thursday October 1 and Saturday October 3.
 - 24 participants currently registered.

STAFF REPORT

To: Park Board
From: Steve Rulo
Parks Superintendent
Date: September 22, 2020
Subject: Parks and Maintenance Report

Park Operations

- Staff continues to do routine mowing.
- The Superintendent has talked to a few Scouts about future Eagle Scout Projects.
- Eagle Scout Jeneva Craig has finished her project of the Bee Hotels and they are hanging along the Good Park Trail. She also made 3 extra for the Parks Department to use in other parks.
- Staff prepped fields for baseball, soccer, and flag football. All have been painted and games have started.
- Staff has been keeping up on the weed eating and spraying.
- Staff cleaned the wooden floor of the bridge on the Good Park Trail to try and make in not so slippery.
- The Parks Superintendent has set up a Tree Board Meeting for the end of September.
- Park Maintenance I Worker Ethan Sulberger moved on from the City of Raymore on September 11.
- Staff is preparing to work the Fishing Derby at Hawk Ridge Park on September 26th.

MONTHLY REPORT

August & September 2020

WEEKLY REPORT - RECAPS

Week of August 3rd

- Recreation staff are preparing the parks and recreation programs for the fall. The new program information will be available in the upcoming issue of *The Review* in early September.
- The Raymore Farmers Market was cancelled this week due to the elections.
- Tonight (Aug. 7) the Kansas City Metro E Sports Association will host the regionals for the Mario Kart tournament. We're pulling for the Raymore team to bring home the win.
- Park maintenance continues with the regular mowing and maintenance schedule. Nick Cook, our summer seasonal, ended his summer with us this week. We wish Nick all the best in the upcoming year of continued education.
- Today is the deadline for fall baseball/softball and soccer. Contact the Parks & Recreation Office at 816-322-2791 for more information or register online at raymore.com/parks.
- Athletic Coordinator Todd Brennon met via Zoom with the members of the South Metro Sports group to discuss Covid 19 guidelines for fall sports, scheduling and sharing games with other cities.
- All Inclusive Recreation and Ideal Landscaping have been onsite at T.B. Hanna Station installing several pieces of the sprayground equipment this week. Small punch list items will be resolved at the park next week as we near completion.

Week of August 10th

- The Variety KC Inclusive Playground and the restrooms at T.B. Hanna Station will open to the public this afternoon. The inclusive sprayground is nearing the final stages of construction, with an anticipated opening in a couple weeks.



- Deadlines for youth flag football and volleyball are today at 5 p.m.! Visit raymore.com/parks or call 816-322-2791 for more information and to register!
- Athletic Coordinator Todd Brennon started putting together soccer teams for the upcoming season.
- South Metro sports coordinators met via Zoom on Tuesday to finalize the Back to Play guidelines for the fall sports season.

- Recreation Coordinator Corinne Daut had a meeting to discuss the upcoming disc golf clinic and leagues.
- Recreation Coordinator Corinne Daut finalized plans for the End of Summer Bash for the last week of summer day camp.
- Recreation Coordinator Corinne Daut talked with representatives from other KC MESA cities to nail down the remainder of esports tournaments for the year.
- Parks Superintendent Steve Rulo met with Tim from LifeQuest Church to talk about the possibilities of a few group volunteer projects at Recreation Park.
- Parks maintenance crews weeded and sprayed islands, trimmed shrubs and trimmed some branches over sidewalks.
- Parks maintenance staff finished making cornhole boards for the Recreation Department.

Week of August 17th

- Facilities & Recreation Superintendent Jimmy Gibbs started on Monday, August 17th. Jimmy joins the Raymore team with a wealth of knowledge and experience in the field of Parks and Recreation.
- Contractors continue to work at T.B. Hanna Station as punch list items are completed and the sprayground nears completion. The sprayground continues to be closed, however, the rest of the park is open for public use.
- The 2020 Summer Camp ends this Friday. We will be celebrating with some video games and cake. Goodbye campers! Have a good school year!
- Director Musteen participated in the South Metro Directors Meeting Pleasant Hill.
- Parks and Recreation Administration met with Park Board Chair Steve Trautman to review upcoming Park Board meetings and plans.
- Coaches meetings for soccer and baseball/softball were on Tuesday and Thursday. Teams should be called by a coach this week.
- Athletic Coordinator Todd Brennon met with Ray-Pec staff at Stonegate Elementary to review the adopted procedures for fall sports regarding Covid 19 safety measures.
- Centerview was host to the Joint Cities Meeting on Wednesday August 19.



in

Week of August 24th

- Centerview hosted a Medicare Workshop and an Aramark Training for non-profit groups working concessions at Arrowhead, Kauffman and Children’s Mercy stadiums.
- Athletic Coordinator Todd Brennon held coaches meetings for flag football and volleyball. Brennon met with the South Metro Sports coordinators to schedule games for soccer, baseball and softball.
- Recreation Coordinator Corrine Daut attended a meeting regarding “Theatre in the Park.” Daut continued to prepare for the upcoming fishing derby and disc golf class.
- Parks maintenance crews placed sod around the sprayground and painted the soccer and baseball fields in preparation for the upcoming season.
- Parks administration worked with representatives from Ideal Landscaping and Rain Drop Aquatics as we continued to finalize the sprayground at T.B. Hanna Station. Superintendents Steve Rulo and Jimmy Gibbs and Parks Crew Leader Jeff Schmill were provided an instructional tour on operating the sprayground.

- The Raymore City Council and Raymore Parks and Recreation Board were given a tour of T.B. Hanna Station from Parks Director Nathan Musteen. Although not finished, the Council Park Board were treated with a test run the train-themed sprayground.



and
of

- Parks and Recreation Director Nathan Musteen and Communications Manager Melissa Harmer met with Raymore Art Commission Chair Loren Jones and Parks Board Chair Steve Trautmen to discuss cooperative efforts and partnerships between the Arts Commission and Parks Board.
- Parks and Recreation Director Nathan Musteen participated in a Regional Director’s Meeting with the Missouri Parks and Recreation Association. Musteen is the Region 1 Director for 2020/2021.

Week of August 31st

- Athletic Coordinator Todd Brennon hosted a soccer referee meeting on Thursday.
- Practices for the youth volleyball season began this week. Brennon participated a zoom meeting to prepare the volleyball game schedules

- Recreation Superintendent Jimmy Gibbs and Parks and Recreation Director met with Holiday FX for permanent auxiliary lighting at the Depot as well as seasonal holiday lighting at the park.
- Parks maintenance staff continue the fall maintenance routine. The athletic fields were painted in preparation of the fall sports seasons. Fall aerating and overseeding began this week.
- Parks and Recreation Director Nathan Musteen met with representatives from the Department of Natural Resources for final inspection of the Memorial Park playground grant.

Week of September 7

- Referee meetings for the youth flag football and volleyball leagues were held this week. The recreational soccer season starts this Saturday.
- Park Maintenance staff painted the athletic field in preparation for the open day of youth soccer. Staff also assembled two memorial benches to be placed at TB Hanna Station and Memorial Park.
- Staff met with Midwest Sports Productions to discuss future baseball/softball tournaments next year for Recreation Park.
- Centerview was host to a four day training program on car seat safety.
- Recreation staff continued working on upcoming events and programs such as the annual Fishing Derby, Trucktoberfest, Movie Night and the upcoming Disc Golf Clinic.
- The Raymore Parks and Recreation Board met in work session on Tuesday.
- Parks and Recreation Director Nathan Musteen attended the board meeting for the Missouri Parks and Recreation Association on Friday.

Week of September 14

- Parks and Recreation Director Nathan Musteen, Recreation Superintendent Jimmy Gibbs and Emergency Management Director Ryan Murdock met to discuss recreation programs, tournaments and special events as it relates to social distancing and Covid-19 restrictions.
- Parks and Recreation administration met with All-Inclusive Recreation for a punch list walk through at T.B. Hanna Station.
- Recreation and Facilities Superintendent Jimmy Gibbs prepared job description duties for new part-time positions to be posted on www.raymore.com/jobs. Superintendent Gibbs has also been preparing for the ice rink at the Depot to open later this year.
- Recreation Coordinator Corinne Daut hosted a disc golf clinic on Saturday at Recreation Park.
- The fall baseball, softball, volleyball and flag football league games begin this week.
- Centerview hosted a couple of HOA meetings and a PTA meeting.



Raymore Parks and Recreation Board Agenda Item Information Form

Department Division: P&R Administration
Submitted By: Nathan Musteen
Date: September 22, 2020

<input type="checkbox"/>	Discussion Item	<input checked="" type="checkbox"/>	Action Item
<input checked="" type="checkbox"/>	Council Recommendation	<input type="checkbox"/>	Presentation

Title / Issue / Request:

Budget Amendment - The Depot Railings

Background / Justification:

The FY20 Capital Improvement Plan included the replacement of the Arboretum trail lights at Memorial Park. The project had a budget of \$30,000. Bids were open and the proposal from Brinton Electric in the amount of \$15,000 was selected as the lowest best proposal. A remaining amount of \$15,000 will remain in the Fund 47 fund balance for future projects.

Staff is requesting to add railings to the north side of the depot that will match the south side railings. These railing are to be manufactured by Coverworx, the original manufacturer of the Depot in order to match the color, match the existing rails and ensure the addition meets manufacturers specifications. These railings will be used for the ice rink during the winter and are critical for the safety of the participants and to secure the wind screens and safety pads.

A budget amendment will be required to secure funding for this project. Staff proposes to amend the 2020 capital budget by using the remaining \$15,000 from the Memorial Park Arboretum light project to purchase and install the railings and ice rink safety accessories.

Financial Impact: Quote - \$14,945

Project Timeline:

September 22 - Park Board
September 28 - First Read, City Council
October 12 - Second Read, City Council

Staff Recommendation:

Staff Recommends the Budget Amendment

Attachments: Ordinance
Quote

BILL 3574

"AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, AUTHORIZING AN AMENDMENT TO THE FISCAL YEAR 2020 CAPITAL BUDGET."

WHEREAS, the Depot was constructed in 2015; and

WHEREAS, T.B. Hanna Station improvements included an ice rink under the Depot Shelter; and

WHEREAS, the Depot requires additional railings and safety equipment for the purpose of the ice rink; and

WHEREAS, it is desired to use the remaining Memorial Park Arboretum Trail Light Replacement funds in the amount of \$15,000 budgeted in the FY20 Capital Improvement Fund (47) to pay for the Depot safety improvements; and

WHEREAS, staff recommends amending the FY 2020 Capital Budget.

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

Section 1. The City Manager is directed to move the remaining Memorial Park Arboretum Trail Light Replacement funds in the amount of \$15,000 budgeted in the FY20 Capital Improvement Fund (47) to pay for the Depot safety improvements at T.B. Hanna Station.

Section 2. 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 3. 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 28H DAY OF SEPTEMBER, 2020.

BE IT REMEMBERED THAT THE ABOVE ORDINANCE WAS APPROVED AND ADOPTED THIS 12TH DAY OF OCTOBER, 2020 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



Proposal

Date: 9/10/2020

All prices subject to acceptance within 30 days

TO: **NATHAN MUSTEEN
CITY OF RAYMORE**

Prepared By	Regarding	Payment Terms	Exp. Date
Collin Anderson	Farmer's Market Shelter	Net 30 days	30 days from signed Proposal

Qty.	Description	Unit Price	Line Total
175 Linear Ft.	Windscreen VCP Black 3' 6" High Vinyl Coated Polyester		
2	Permanent Railing with Hardware; 6' Sections to Match Existing		
4	Permanent Railing with Hardware; 17' Sections to Match Existing		
202 Linear Ft.	Flat Sewn Pad with Grommets; 2" Foam, Roughly 1" Wide		
All the above for the sum of			\$14,945.00
Installation			Included for Permanent Railings Only
Freight			Included
Sales Tax			N/A
Total			\$14,945.00

Quotation prepared by: Collin Anderson

REMARKS: Assumes good access to site location. Furnishing Material Only For Windscreen And Edge Padding. Temporary Steel Railings (Two (2) 17' Sections With No Install Would Add \$3,770.00

Current "Tax Exemption Certificates" required when placing orders for materials only

Proposals with labor (installation/repairs) are subject to Sales Tax unless a "Project Tax Exemption Certificate" is provided when placing the order

****A convenience fee of 3% will be added for all credit card transactions over \$1,000****

To accept this quotation, sign here and return:

Thank you!



MISCELLANEOUS ITEMS

- *August 25 - Work Session Notes*
- *Sept 8 - Work Session Notes*



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

**Tuesday, August 25, 2020
6:00pm**

**Gilmore Room
Centerview
227 Municipal Circle
Raymore, Missouri 64083**

Members Present: Chairman Trautman; Members Williamson, Harris, Casas, Manson, Members Bartow, Collier, Supple and Houdyshell were absent.

Staff Present: Musteen, Rulo, Gibbs and Communications Manager Harmer

Call to Order: 6:00pm

Introduction - Director Musteen introduced Jimmy Gibbs as the new Recreation and Facilities Superintendent.

Presentation/Discussion

Melissa Harmer, Communications Manager, presented the new art sculpture for Hawk Ridge Park selected by the Arts Commission to the Parks and Recreation Board. General discussion ensued, The Board liked the sculpture and no opposing opinions regarding the presented piece were voiced. The Park Board is thankful for Melissa and the Arts Commission and their hard work on this project.

Adjournment and Reconvene at T.B. Hanna Station - 6:29

The Parks and Recreation Board reconvened at T.B. Hanna Station for a tour of the new amenities at the park.



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

**Tuesday, September 8, 2020
6:00pm**

**Gilmore Room
Centerview
227 Municipal Circle
Raymore, Missouri 64083**

Members Present: All Present (Member Houdyshell had to leave early)

Staff Present: Musteen, Rulo and Gibbs

Call to Order: 6:01pm

1. Department Update -

Director Musteen and staff provided overall updates for the capital projects, recreation programs, facilities, current and future staffing and the accreditation process.

Recreation & Facilities Superintendent Gibbs showed a video on Agency Accreditation provided by the National Recreation and Parks Association.

General discussion along with some question and answer opportunities.

Discussion also revolved around offering a more structured Food Truck program and how that might work with locations and times. Staff will bring back a report and recommendation on moving forward.

2. Adjournment

Motion: Member Harris moved to adjourn into Executive Session to discuss litigation matters as authorized by § 610.021 (1) RSMO.

Member Manson seconded the motion.

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

The Work Session of the Raymore Parks and Recreation Board officially adjourned at 7:43pm.