



RAYMORE PARKS AND RECREATION BOARD

AGENDA

Tuesday, October 26, 2021

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 / Presentation**

Bo Helzer - Eagle Scout Project

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

August 24, 2021

6. Staff Reports

Recreation/Facilities Superintendent
Parks Superintendent
Parks & Recreation Director

7. Unfinished Business - None

8. New Business

A. Art in the Parks

Action Item

Staff will submit the pre-selected locations throughout the park system suitable for art in the parks. Selected pieces will be approved through the public art committee selection process.

B. Hawk Ridge Park - West Side Site Plans

Action Item

The Park Board will review the site plans associated with voter approved improvements on the west side of Hawk Ridge Park.

C. Budget Amendment, CFS Engineers

Action Item

Staff requests an amendment to the design and consulting contract with CFS Engineers for improvements at Hawk Ridge Park.

D. Sportsmanship Policy Review

Action Item

Recreation Staff have updated the sportsmanship policy and are presenting the updated policy to the Park Board for review.

9. Public Comment

10. Board Member Comment

11. Adjournment

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

- *August 24, 2021 - Work Session Notes*
- *September 14, 2021 - Work Session Notes*
- *October 12, 2021 - PB Parks Tour Notes*
- *Financial Report - As of September 30, 2021*

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, AUGUST 24, 2021, IN COUNCIL CHAMBERS AT 100 MUNICIPAL CIRCLE, RAYMORE, MISSOURI.

MEMBERS PRESENT: Chairman Trautman; Members Casas, Clark, Cooper, and Manson. Members Bartow, Collier, Scott, and Supple are absent.

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

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

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 27, 2021

Motion: Member Manson moved to accept the Park Board minutes of July 27, 2021. Member Clark seconded the motion.

Discussion:

| | | | |
|--------------|-----------|-----------------|--------|
| Vote: | 5 Aye | Member Bartow | Absent |
| | 0 Nay | Member Casas | Aye |
| | 4 Absent | Member Clark | Aye |
| | 0 Abstain | Member Collier | Absent |
| | | Member Cooper | Aye |
| | | Member Manson | Aye |
| | | Member Scott | Absent |
| | | Member Supple | Absent |
| | | Member Trautman | Aye |

6. Staff Reports

- Parks Superintendent Rulo highlighted his written report.
- Director Musteen highlighted his written report.

7. Unfinished Business - None

8. New Business

A. Madison Valley Phase 2 - Parkland Dedication Action Item

Staff submitted the Preliminary Plat of Phase II of Madison Valley for Park Board Review. Staff recommended a cash fee in lieu for Board approval instead of park land given the proximity to Hawk Ridge Park. The final amount has not been

established, Staff will report back to the Board once the final plat has been filed by the developer.

Motion: Member Manson motioned to accept a cash fee in lieu of land for the Madison Valley Phase II Project.
Member Casas seconded the motion.

Discussion:

| | | | |
|--------------|----------|-----------------|--------|
| Vote: | 5 Aye | Member Bartow | Absent |
| | 0 Nay | Member Casas | Aye |
| | 4 Absent | Member Clark | Aye |
| | | Member Collier | Absent |
| | | Member Cooper | Aye |
| | | Member Manson | Aye |
| | | Member Scott | Absent |
| | | Member Supple | Absent |
| | | Member Trautman | Aye |

9. Public Comments

10. Board Member Comment

11. Adjournment

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

Discussion: None

| | | | |
|--------------|----------|-----------------|--------|
| Vote: | 5 Aye | Member Bartow | Absent |
| | 0 Nay | Member Casas | Aye |
| | 4 Absent | Member Clark | Aye |
| | | Member Collier | Absent |
| | | Member Cooper | Aye |
| | | Member Manson | Aye |
| | | Member Supple | Absent |
| | | Member Scott | Absent |
| | | Member Trautman | Aye |

The regular meeting of the Raymore Park Board adjourned at 7:19 pm.

Respectfully submitted,
Greta Naab
Office Assistant



STAFF REPORT

To: Park Board
From: Jimmy Gibbs, CPRP/AFO
Recreation & Facilities Superintendent
Date: October 26, 2021
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.

Meetings/Trainings Attended

- Office Assistant **Naab**
 - Park and recreation Staff Meeting October 13 8, 2021
 - Park Board Meeting October 26, 2021
- Athletic Coordinator **Brennon**
 - Monthly all staff meeting Wednesday September 8 at 8:30 in Gilmore room.
 - NRPA Conference in Nashville, TN August 21-23
- Recreation Coordinator **Daut**
 - NRPA YPN Leadership team meeting
 - NRPA YPN monthly meeting
 - MPRA YPN monthly meeting
 - Met with representatives of the Daughters of the American Revolution to discuss veterans day
 - Met with Parks and Recreation staff to discuss Ice Rink operations
 - Farmers Market evaluation meeting with vendors
- Recreation & Facilities Superintendent **Gibbs**
 - Attended monthly all-staff meeting
 - Completed NRPA online coursework: Equity in Practice: Feedback from the Field (.1CEU)
 - Met with Communications Manager **Harmer** regarding upcoming program guide and other department marketing needs.
 - Receiving quotes for ice rink equipment and supplies
 - Toured baseball concessions and installed new refrigeration equipment with Athletic Coordinator **Brennon**
 - Attended MPRA/KRPA Executive Development Forum in Gladstone, Missouri



Recreation Programs

- Fortnite Duos local and KC MESA tournament
- After School Skateboarding runs Fridays
- Kids Drama running Thursdays
- Junior Theatre running Tuesdays
- Martial Arts runs Wednesdays
- Bridge Club meets apx 3 times a month

Rentals/Events/Concessions

- Rentals/Usage

Ball Fields

- Perfect Game rented ball fields for baseball tournament September 17-19

- **Centerview**

- Birthday Party
- 5 HOA Meetings
- 1 wedding and reception
- 4 Summit Homes Business Meetings
- 2 Bridge Club Sessions
- 2 Open Bridge Sessions
- Garden Club
- Cass County CPR Class
- 4 Leadership Meetings
- Neighborhood Community Event
- Church Retreat
- Tri County Art League Meeting
- Baby Shower
- Raymore Chamber of Commerce Workshop
- 2 Medicare Workshops
- Birthday Party

City Internal Usage

- City Employee Annual Training
- Raymore City Administration Coffee
- City of Raymore Employee Relations Committee Chili Cook Off

Program Usage

- Painting and Theatre Classes

RAC

- 1 Birthday Party

Program Use

- Recreation Volleyball began September 18

Shelters

- 14 shelters rented

- **Special Events**

- **Events**

- Held during the Month

- Trucktoberfest
 - Jack O Lantern Painting Class

- **Upcoming**

- Veterans Celebration November 10
 - Holiday Craft Fair November 20

- **Concessions**

- The concession stands at Recreation Park and the Raymore Activity Center are fully operational for fall sports programs.

Sports (Adult)

- Summer/Fall
 - Adult Softball
 - Season began on September 12.
 - 7 teams registered for the fall season.

Sports (Youth)

- Fall
 - Baseball/Softball began practices the week of August 23.
 - 275 children registered. Decrease of 7 players from last fall.
 - Season began on September 15.
 - Volleyball registration was open until August 20.
 - 138 children registered. **Increase of 43 players** from last fall.
 - Season began at the RAC on September 18.
 - Recreational soccer began practice the week of August 23.
 - 218 children registered. **Increase of 49 players** from last fall.
 - Season began at Recreation Park on September 11.
 - Social Soccer registration for U6-U10 is now open.
 - 37 children registered for social soccer. **Increase of 20** from last fall.
 - Flag Football began the week of August 30.
 - 141 children registered. **Increase of 24** children from last fall.
 - Season began on September 18.

Sports (Tiny)

- Fall
 - Tiny soccer began on September 11, with 67 children registered.
 - Tiny flag football registration is open. Session will begin October 9.



STAFF REPORT

To: Park Board
From: Steve Rulo
Parks Superintendent
Date: October 26, 2021
Subject: Parks and Maintenance Report

Park Operations

- Staff did routine mowing.
- Staff worked with Evergy to get the electrical boxes turned off that were used for the Fall Festival at Memorial Park.
- We had 3 employees attend a chainsaw safety course offered by MPR.
- Park Superintendent met with Bo Helzer several times about an Eagle Scout project to install "Pretty Trash Cans" at Hawk Ridge Park.
- Staff attended the Benefits meeting at Centerview.
- Staff cleaned up islands in Recreation Park.
- Parks Superintendent attended the Park Board Tour of all the Parks.
- Staff started the winterization process of the Sprayground at T.B. Hanna.
- Staff has changed the timers throughout the parks since it is getting dark earlier.
- Park staff has started mowing the native areas in the parks.
- Parks Superintendent met with CFS and the Parks Director to talk about the Hawk Ridge Park East Side project.
- Staff helped set up for the Foodtruck event.
- Staff is planning the install of the Skate Rink for early November.
- Staff set up and worked a baseball tournament from 10/16-10/18.
- Park staff attended the yearly Snow Plow meeting with Public Works.
- Audrey Collins of Troop 7032 completed her Eagle Scout Project by refurbishing the Tennis Backboard at Memorial Park.

MONTHLY REPORT SEPTEMBER & OCTOBER 2021

Highlights

- Parks crews have prepared Hawk Ridge Park and Johnston Lake for the Walter Buck Memorial Fishing Derby held on September 25.
- Park Crew Leader Jeff Schmill completed enhanced mowing at Hawk Ridge Park in late September for a Boy Scout overnight campout rescheduled from May.
- Department staff Steve Rulo, Nathan Musteen and Todd Brennon attended the NRPA annual conference in Nashville Sept. 21-23.
- Recreation Coordinator Corinne Daut ran the Fortnite Duos online tournament. Raymore had three teams that participated in the KC Mesa Regionals on Oct. 8.
- Recreation Coordinator Corinne Daut attended the Missouri Park & Recreation Association's (MPRA) Young Professionals Network meeting, a Career Development Bootcamp webinar hosted by MPRA and a Region 1 meeting.
- Centerview hosted a South Metro Fire District officers training academy September 27 - October 1.
- Tiny Flag Football began the week of September 27. Thirty-One little athletes are registered for the two sessions scheduled for Thursday nights and Saturday mornings at Recreation Park.
- Recreation Park has been extremely busy this fall with 4 baseball tournaments, soccer and flag football leagues and volleyball games at the RAC.
- Park Maintenance crews cleaned up the islands at Recreation Park and mowed the fields at Hawk Ridge Park.
- Park Maintenance workers Cody York, Jacob Wickey and Nick Cook attended a chainsaw safety training class.
- Recreation Coordinator Corinne Daut participated in the Missouri Parks and Recreation Association's Young Professionals upcoming social. Daut also met with representatives from the Daughters of the American Revolution Prairie Chapter for Veterans Day program planning.



- Superintendent Jimmy Gibbs purchased new maintenance tools for the ice rink.
- Parks and Recreation Staff met to go over the conversion of T.B. Hanna Station. During November, T.B. Hanna Station will be converted into a winter park as department staff convert The Depot into the ice rink, receive the Mayor's Christmas tree and prepare the park for the holiday season.
- Parks Superintendent Steve Rulo met with a local boy scout about his upcoming Eagle Scout project at Hawk Ridge Park.
- Park staff that participate on the snow plow team attended the annual kickoff meeting. Pa
- Recreation Coordinator Corinne Daut attended the National Recreation and Parks Association Young Professionals Network leadership team meeting and the Missouri Parks and Recreation Young Professionals meeting.
- Athletic Coordinator Todd Brennon hosted a South Metro Sports Coordinators meeting, Brennon also rescheduled several youth athletic games to complete the fall sports season.
- Superintendent Jimmy Gibbs and Athletic Coordinator Todd Brennon purchased new appliances for the concession stand as part of the Eat Smart in Parks grant.
- The Parks and Recreation Board attended a tour of the Parks on Tuesday, October 12. Parks & Recreation Director Nathan Musteen and Parks Superintendent Steve Rulo took the Park Board members to each park discussing amenities on site, future plans, current maintenance schedules and maintenance needs.
- Parks and Recreation Director Nathan Musteen and Park Board Chairman Steve Trautman attended the ribbon cutting ceremony for the Community America Credit Union and received a donation of \$3,500 toward the Hawk's Nest All-Inclusive Playground.
- Parks and Recreation Director Nathan Musteen attended the Planning and Zoning Commission meeting on October 19 to present the site plan for Hawk Ridge Park improvements.
- Parks Superintendent Steve Rulo participated in project meeting with students from Raymore-Peculiar High School and the Missouri Department of Conservation on solutions to access Johnston Lake at Hawk Ridge Park for stocking fish.
- Park staff hosted a Farmer's Market vendor's wrap-up meeting to discuss the 2021 market and gather information for the 2022 market season.
- The Parks and Recreation Department hosted the 2021 Trucktoberfest at Recreation Park on October 22.



Centerview

- Birthday Party
- 5 HOA Meetings
- 1 wedding and reception
- 4 Summit Homes Business Meetings
- 2 Bridge Club Sessions
- 2 Open Bridge Sessions
- Garden Club
- Cass County CPR Class
- 4 Leadership Meetings
- Neighborhood Community Event
- Church Retreat
- Tri County Art League Meeting
- Baby Shower
- Raymore Chamber of Commerce Workshop
- 2 Medicare Workshops
- Birthday Party
- City Employee Annual Training
- Raymore City Administration Coffee
- City of Raymore Employee Relations Committee Chili Cook Off
- Painting and Theatre Classes

The Raymore Activity Center

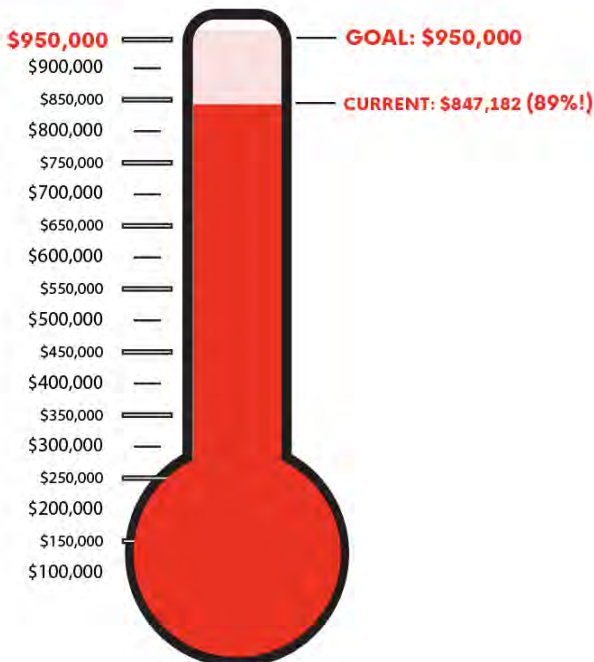
- Birthday Party
- Youth Volleyball Leagues

Outdoor Picnic Shelter Reservations

- 14 Shelter Reservations

Hawk's Nest All-Inclusive Playground

Our vision is simple – to create a space where everyone can experience the happiness of playing with friends.



The Land and Water Conservation Fund (LWCF) is federally funded through the U.S. Department of the Interior, National Park Service and administered locally through the Missouri State Parks Division. In September, the MO State Parks Grant coordinators notified the 2020 LWCF applicants that projects have been approved. Parks and Recreation Director Nathan Musteen has completed the paperwork to be issued a notice to proceed for bidding and construction. The LWCF grant award for Hawk's Nest All Inclusive Playground is \$250,000.00.

Tentative Timeline on the Hawks Nest

- | | |
|-------------------|-------------------|
| November/December | Bidding Process |
| January/February | Contract approval |
| March - June | Construction |
| June | Ribbon Cutting |



HOLIDAY CRAFT FAIR

Saturday, Nov. 20

10 a.m. - 2 p.m.

Raymore Activity Center

**Free admission. Shop handmade and
handcrafted goods and services from
your local community!**

Face coverings may be required for entry. Updates can be found at
www.raymore.com/parks



Raymore Parks and Recreation Board Agenda Item Information Form

Department Division: P&R Administration
Submitted By: Nathan Musteen
Date: October 26, 2021

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

Title / Issue / Request:

Public Art Locations in the Park System

Background / Justification:

The memorandum of understanding between the Raymore Parks and Recreation Board and the Raymore Arts Commission provides a cooperative venue in which public art is to be placed in Raymore public parks.

According to Article III, Section B, #6 of the Public Art Cooperation Agreement:

The Park Board shall be responsible for identifying approved locations within the parks system for placement of Public Art and shall institute procedures for the inclusion of the same in its park planning processes.

In 2016, the Park Board approved several locations within the parks system for public art. Several of those locations have been utilized and the park system has seen a lot of changes since that time, as a result, the list needed to be updated.

Parks and Recreation Director Musteen, Parks Superintendent Rulo and Communications Manager Harmer toured the parks and created an updated list for public art.

Project Timeline: NA
Staff Recommendation: Staff recommends approval of recommended locations
Attachments: Public Art in Parks Location - 2021

Parks and Trails Public Art Locations

| Park Locations for Public Art | | | |
|-------------------------------|------------------------|---|---|
| Map Location | Park | Area | Site Description |
| 1 | Eagle Glen Linear Park | Eagle Glen Trail (North) | North Trailhead near Johnston Drive & South Foxridge Dr. Near Eagle Glen Elementary School |
| 2 | Eagle Glen Linear Park | Eagle Glen Trail (South) | South Trailhead at the Foxridge Drive and Eagle Glen Dr. intersection. Across from the Eagle Glen community pool. |
| 3 | Memorial Park | Memorial Park - main area near concession stand | Location of the former "Girl Scout Tree". Prominent spot with electrical at the location. |
| 4 | Memorial Park | Memorial Park Arboretum Trailhead | South Trailhead entrance of the Memorial Park & Arboretum at the pedestrian crosswalk on Lucy Webb. |
| 5 | Recreation Park | RAC | Incorporated into the Phase 2 construction of the RAC. Exact location TBD in conjunction with a new RP entrance sign. |
| 6 | Recreation Park | Kiosk & Flag Pole | Revamping of the landscaping at the RP Flag Pole near the Optimist Shelter and playground. |
| 7 | T.B. Hanna Station | The Depot Island | NE island off the Depot. |
| 8 | Hawk Ridge Park | South trail by the pedestrian bridge | Where the trail splits, there is a triangle area. Park Staff have planted trees in that area, but they can be moved. |
| 9 | Hawk Ridge Park | North parking area | Grass area west of the Fishing Dock |

These locations have been evaluated and are recommended by staff to present to the Arts Commission as acceptable and encouraged for public art as provided through the public art committee process.

Approved by the Parks & Recreation Board: _____













Raymore Parks and Recreation Board Agenda Item Information Form

Department Division: P&R Administration
Submitted By: Nathan Musteen
Date: October 26, 2021

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

Title / Issue / Request:

West Hawk Ridge Park Improvements, Site Plans

Background / Justification:

Improvements to the west side of Hawk Ridge Park were part of the 2020 voter-approved no tax increase general obligation bond. Staff has worked with consultants to design the park amenities as previously directed by the Board and is presenting site plans for these improvements to the Park Board for approval.

If approved, the plans will move forward in preparation of the RFP and bidding process.

Project Timeline:

| | |
|----------------------|---|
| Planning and Zoning: | October 19 |
| Park Board: | October 26 |
| Bid Process: | November - December |
| Contract Approval: | Park Board / City Council January / February |
| Construction: | February - May |

Staff Recommendation:

Staff recommends approval of site plans

Attachments:

Site Plan approval letter
 West Hawk Ridge Park Improvements - site plans



October 20, 2021

Nathan Musteen
Hawk Ridge West Park Site Plan
100 Municipal Cir.
Raymore, MO 64083

Dear Mr. Musteen:

At its October 19th, 2021 meeting the Raymore Planning and Zoning Commission approved the site plan for Hawk Ridge West Park to construct parking lots, soccer fields, connection from Johnston Dr. to Laurus Dr. (one-lane access road flowing from Johnston Dr. to Laurus Dr. with two attached parking areas) a walking trail, restroom enclosure generally located North of Johnston Dr. and Laurus Dr. and west of existing Hawk Ridge Park. subject to the following conditions:

Prior to commencement of any land disturbance activities:

1. State of Missouri and City of Raymore land disturbance permit shall be obtained prior to the commencement of any site grading or land disturbance activities.
2. All erosion control measures identified on the stormwater pollution protection plan and required by the land disturbance permit must be installed prior to grading and these measures must be maintained throughout the duration of the construction process.

Prior to issuance of a Building Permit

3. Building construction plans shall be approved by the Building Official.

Prior to issuance of a Certificate of Occupancy:

4. All accessible parking spaces must be identified by signs complying with the Manual of Uniform Traffic Control Devices and the Department of Justice, Code of Federal Regulation 28 CFR Part 36, ADA Standards for Accessible Design. The sign must be vertically mounted on a post or wall no more than five feet from the space and centered on the width of the space.

5. Two of the accessible parking spaces shall be served by an access aisle a minimum of ninety-six inches wide and shall be designated "lift van accessible only" with signs that meet the requirements of the federal Americans with Disabilities Act.
6. If the electrical transformer box and any other accessory utility facility is taller than three and one-half feet or covers more than twenty-five square feet in area then it must be screened in accordance with Section 420.040D of the Unified Development Code.
7. All work shall be completed in accordance with the site plan approved by the Planning and Zoning Commission.
8. All requirements of the South Metropolitan Fire Protection District shall have been met. (No parking signs posted along one-lane access road connecting Johnston Dr. and Laurus Dr. if constructed)

Perpetual Conditions:

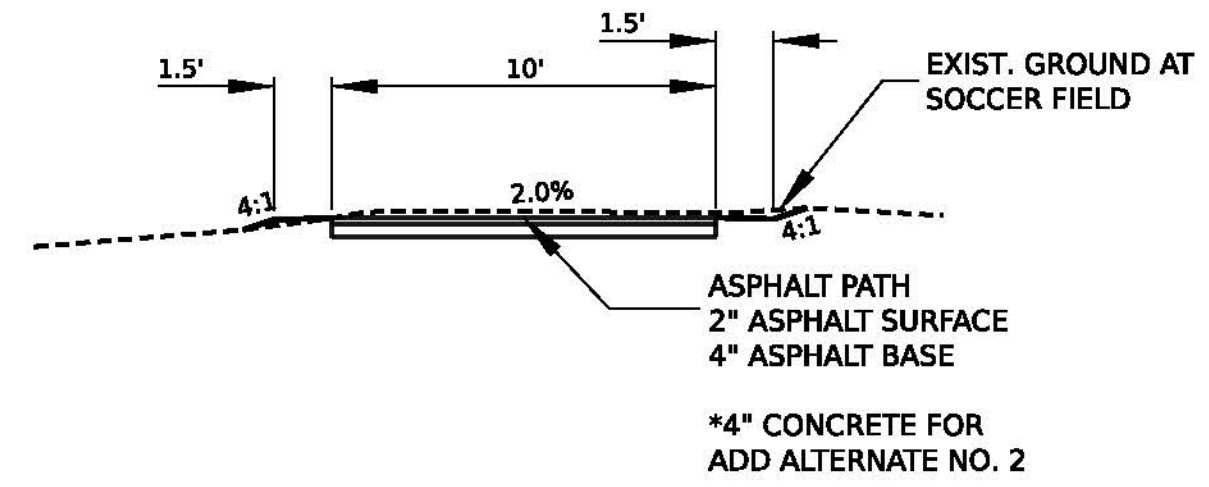
9. Prior to removing erosion control measures at the conclusion of the project, the contractor must obtain concurrence from the City.
10. A signed copy of the weekly and post rain event erosion control inspection reports shall be submitted to the City upon completion of each report.
11. Owner must immediately notify City staff of any illicit discharge that enters or has the potential to enter the storm sewer system.

As always, should you have any questions, please feel free to contact me at (816) 892-3016 or by email at deppert@raymore.com.

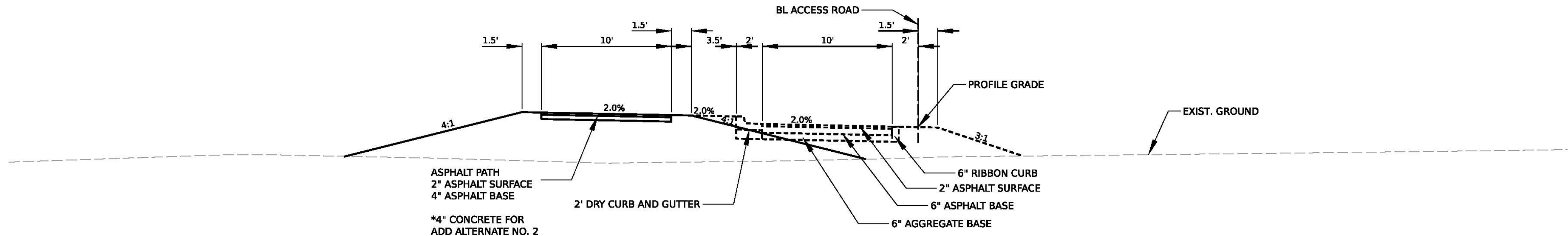
Respectfully,

The image shows two handwritten signatures in black ink. The signature on the left is a stylized, cursive 'D' followed by 'M. Eppert'. The signature on the right is a more complex, cursive signature, likely belonging to the same person or a related official.

Dylan M. Eppert
City Planner

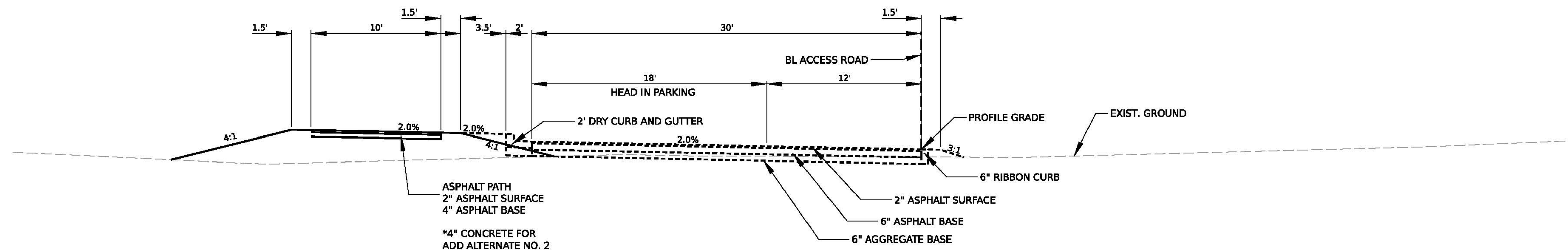


TYPICAL SECTION - SIDEWALK AROUND SOCCER FIELDS



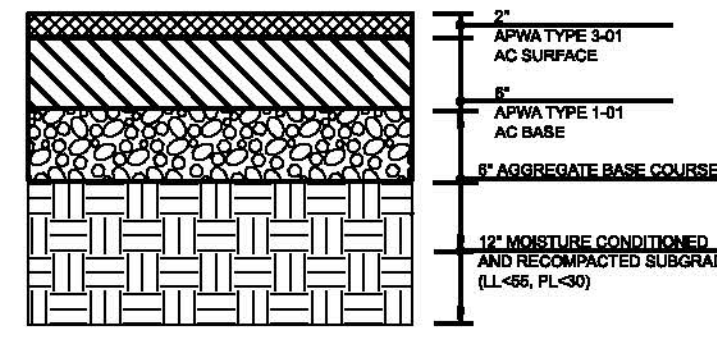
TYPICAL SECTION - ACCESS ROAD
 STA 10+39.33 TO STA 13+14.60
 STA 14+71.29 TO 19+58.44
 STA 20+78.48 TO 21+22.40

*ADD ALTERNATE NO. 1 SHOWN IN DASHED LINES

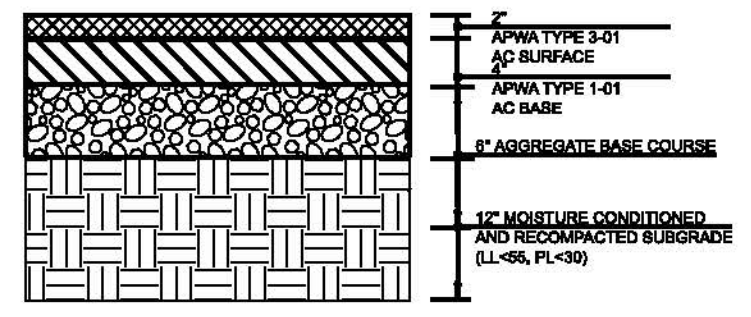


TYPICAL SECTION WITH PARKING - ACCESS ROAD
 STA 13+14.60 TO STA 14+71.29
 STA 19+58.44 TO STA 20+78.48

*ADD ALTERNATE NO. 1 SHOWN IN DASHED LINES



ASPHALT PAVEMENT SECTION
 ACCESS ROAD AND PARKING LOT
 NOT TO SCALE



ASPHALT PAVEMENT SECTION
 TRAIL
 NOT TO SCALE

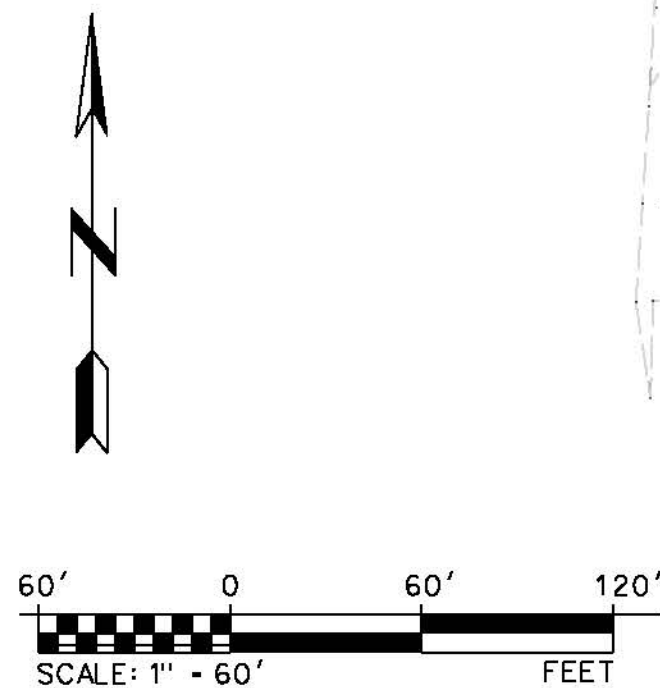
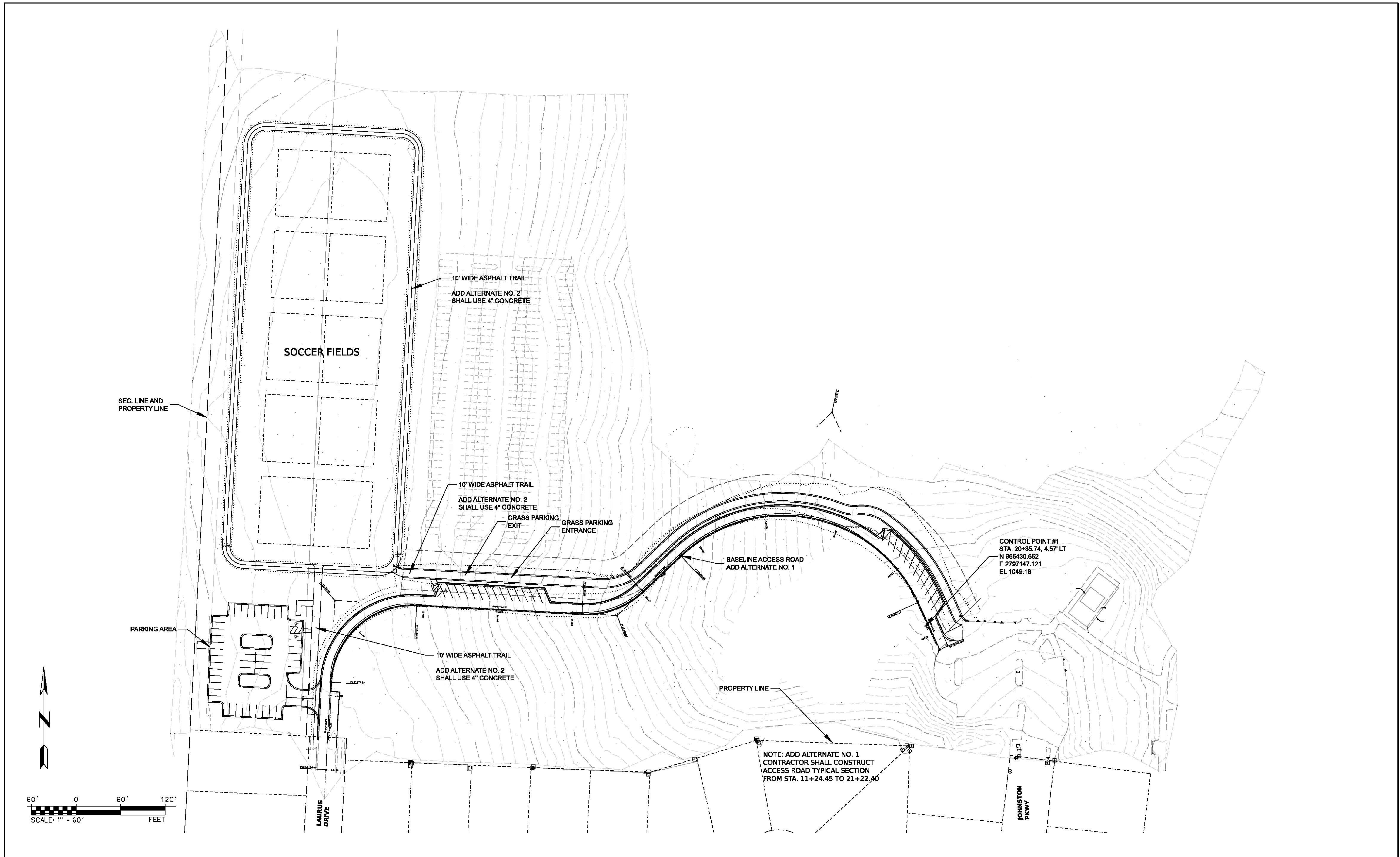
PAVEMENT DESIGN TO BE DETERMINED
 AFTER GEOTECH ANALYSIS

| Sheet Revisions | | | |
|-----------------|-------|----------|-------|
| Engineer Seal | Date: | Comments | Init. |
| | | | |
| | | | |

CFS ENGINEERS
 cfse.com
 1421 E. 104th Street, Ste. 100 KCMO 64131
 o: 816-333-4477 f: 816-333-6688

**CITY OF RAYMORE
 RAYMORE MISSOURI**
 SUNSET LANE & HAWK RIDGE PARK
 RAYMORE, MISSOURI

TYPICAL SECTIONS
 211082
 Sheet Number 002 of 15



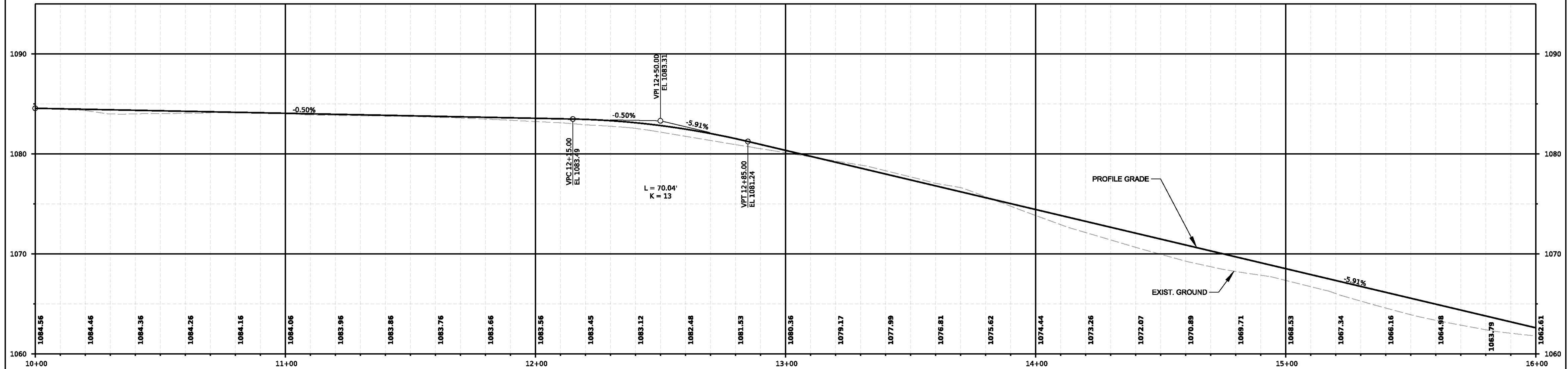
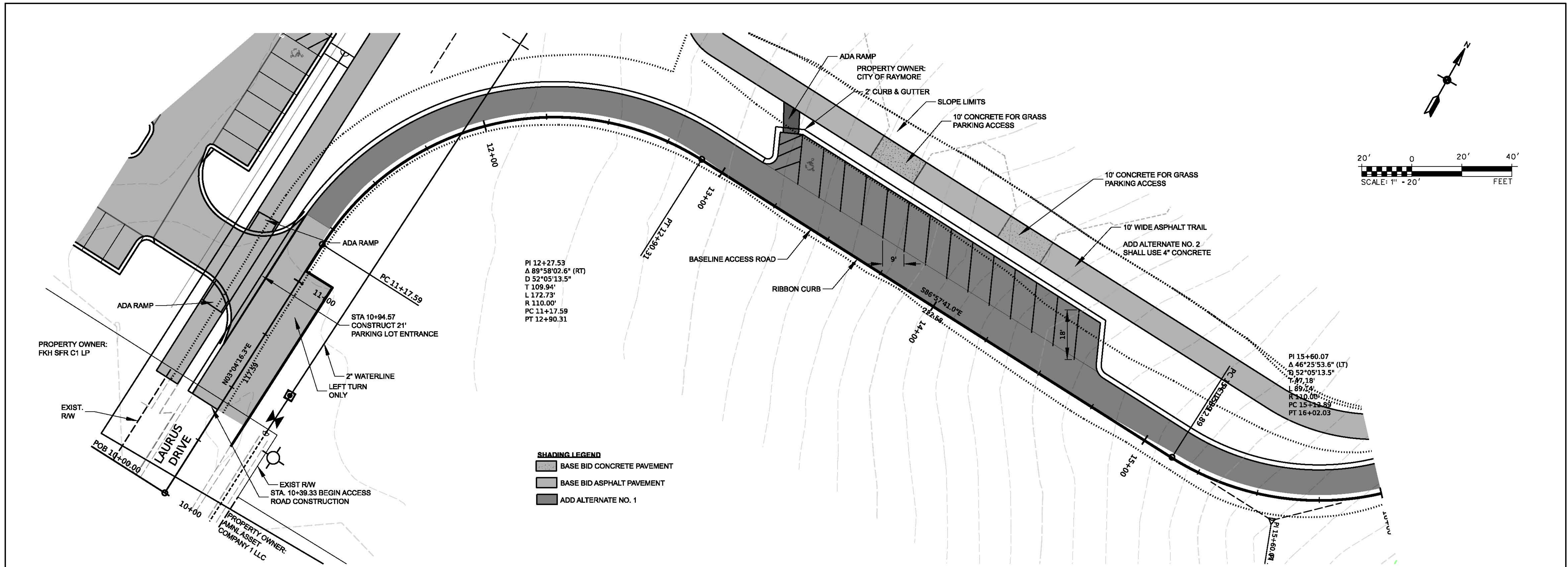
| Engineer Seal | Sheet Revisions | | |
|---------------|-----------------|----------|-------|
| | Date: | Comments | Init. |
| | | | |

CFS ENGINEERS
 cfse.com
 1421 E. 104th Street, Ste. 100 KCMO 64131
 o: 816-333-4477 f: 816-333-6688

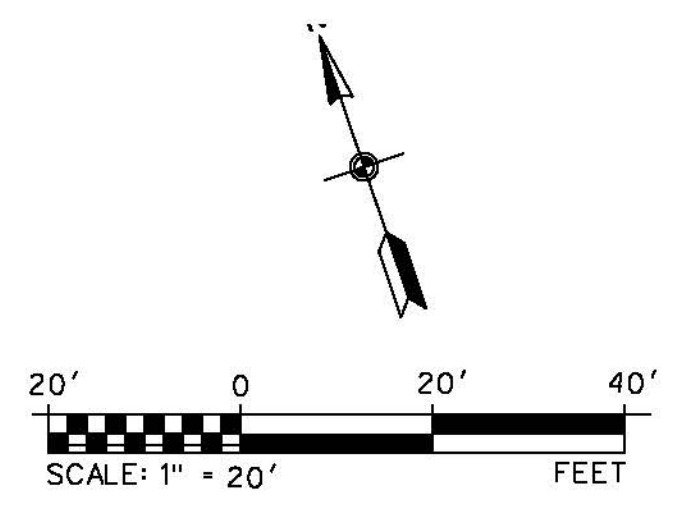
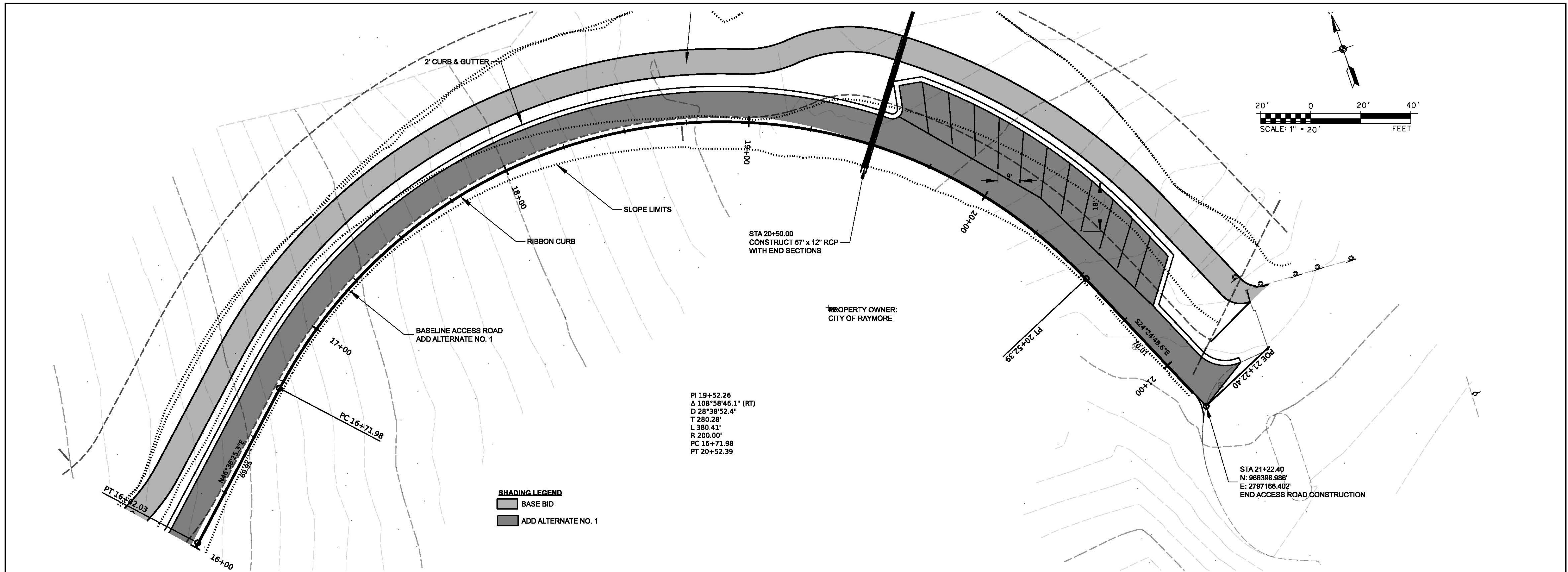
**CITY OF RAYMORE
 RAYMORE MISSOURI**
 SUNSET LANE & HAWK RIDGE PARK
 RAYMORE, MISSOURI

SITE LAYOUT

211082
 Sheet Number 03 of 15



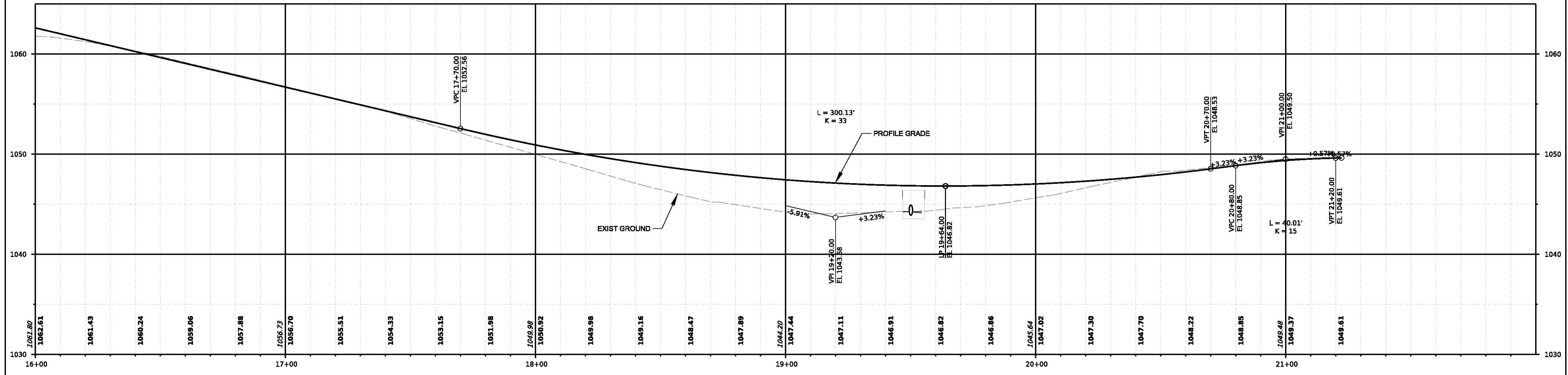
| Sheet Revisions | | | | CFS ENGINEERS cfse.com | CITY OF RAYMORE RAYMORE MISSOURI SUNSET LANE & HAWK RIDGE PARK RAYMORE, MISSOURI | PLAN AND PROFILE | 211082 |
|-----------------|-------|----------|-------|--|---|------------------|-----------------------|
| Engineer Seal | Date: | Comments | Init. | | | | |
| | | | | 1421 E. 104th Street, Ste. 100 KCMO 64131 o: 816-333-4477 f: 816-333-6688 | | | Sheet Number 04 of 15 |



SHADING LEGEND
 [Light Gray Box] BASE BID
 [Dark Gray Box] ADD ALTERNATE NO. 1

PI 19+52.26
 Δ 108°58'46.1" (RT)
 D 28°38'52.4"
 T 280.28'
 L 380.41'
 R 200.00'
 PC 16+71.98
 PT 20+52.39

STA 21+22.40
 N: 966398.986'
 E: 2797166.402'
 END ACCESS ROAD CONSTRUCTION

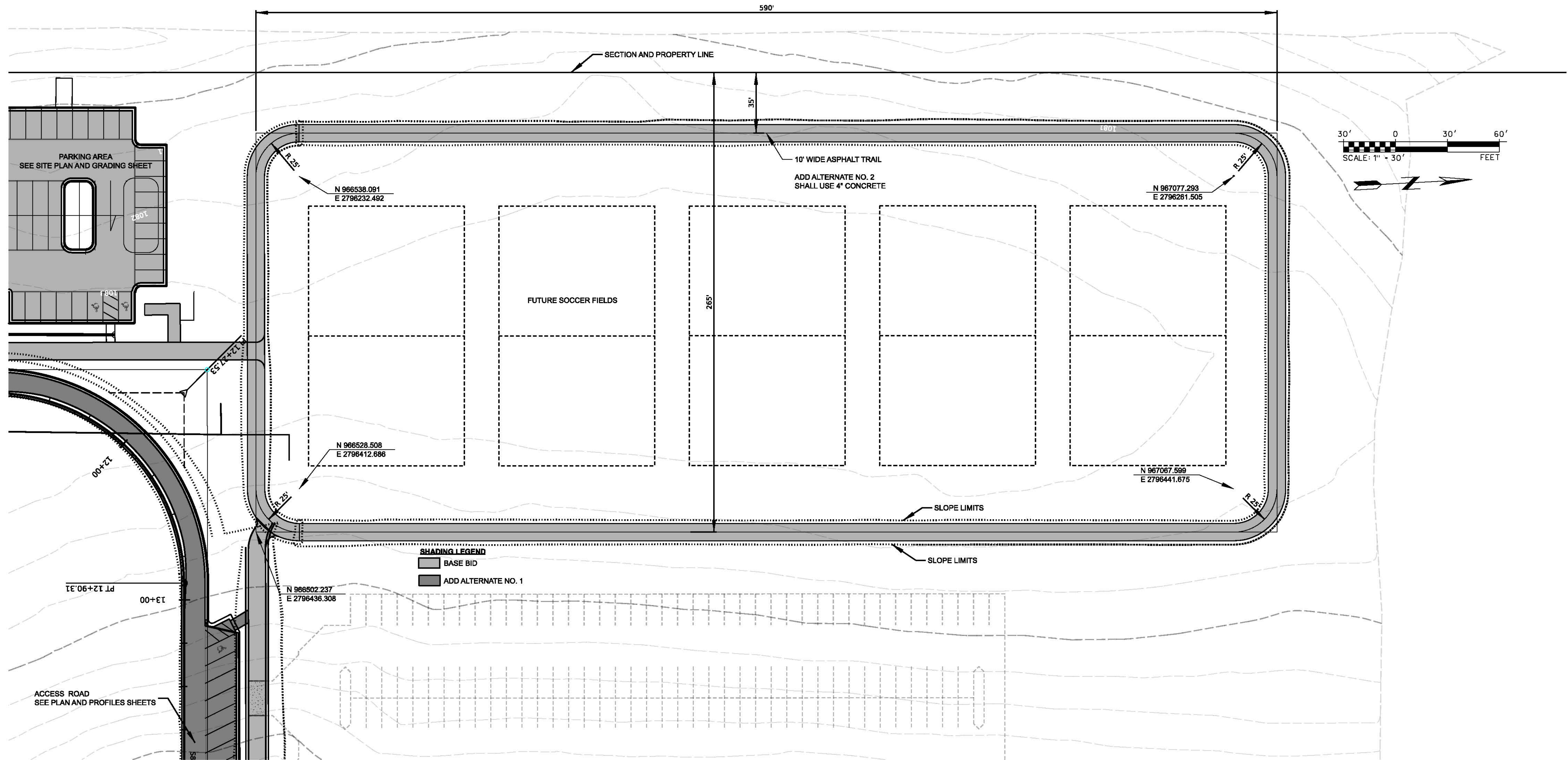


| Sheet Revisions | | | |
|-----------------|----------|-------|--|
| Date: | Comments | Init. | |
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| | | | |

CFS ENGINEERS
 cfse.com
 1421 E. 104th Street, Ste. 100 KCMO 64131
 o: 816-333-4477 f: 816-333-6688

CITY OF RAYMORE
RAYMORE MISSOURI
SUNSET LANE & HAWK RIDGE PARK
RAYMORE, MISSOURI

PLAN AND PROFILE
211082
Sheet Number 05 of 15



| Sheet Revisions | | | |
|-----------------|-------|----------|-------|
| Engineer Seal | Date: | Comments | Init. |
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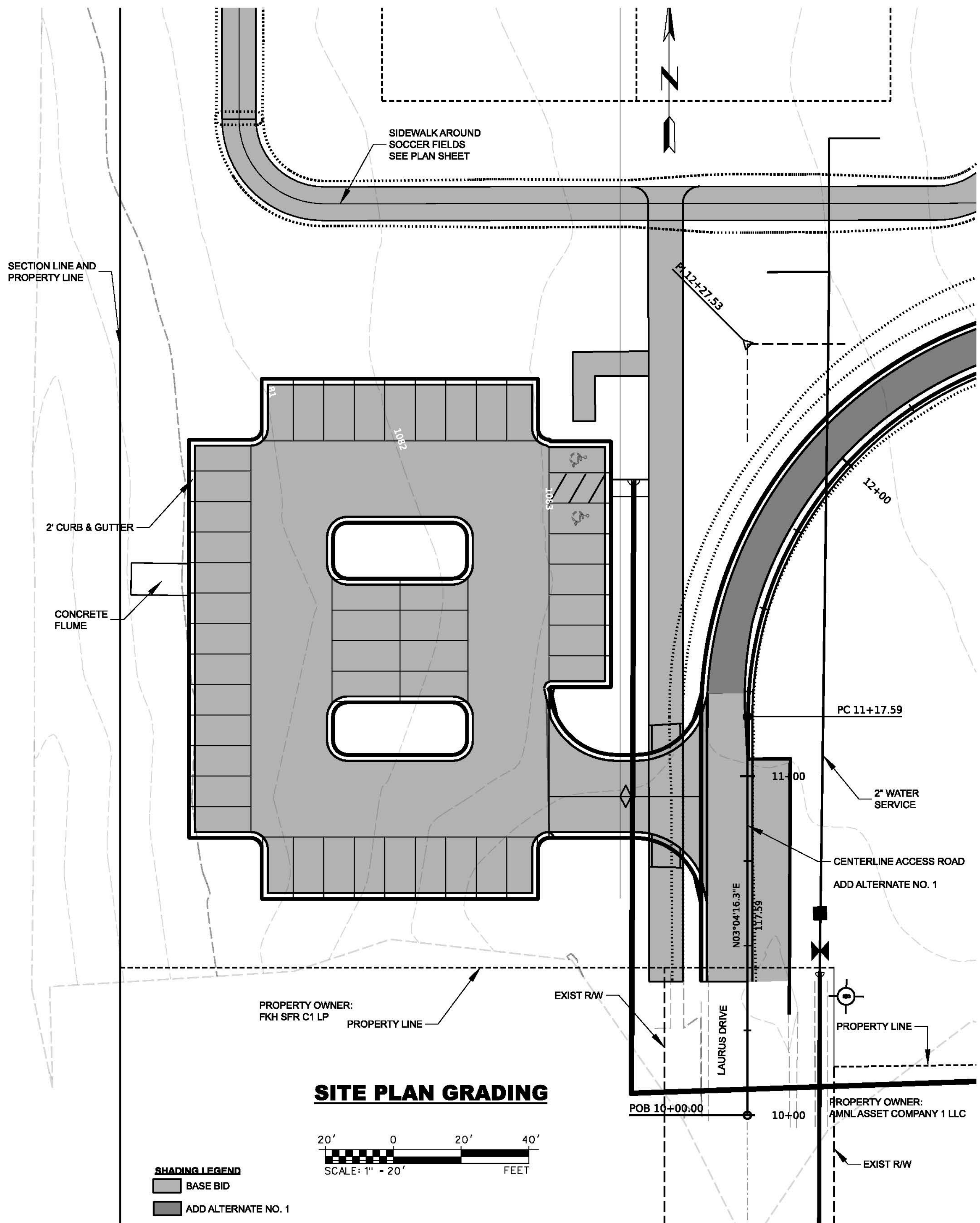
**CITY OF RAYMORE
 RAYMORE MISSOURI**

**SUNSET LANE & HAWK RIDGE PARK
 RAYMORE, MISSOURI**

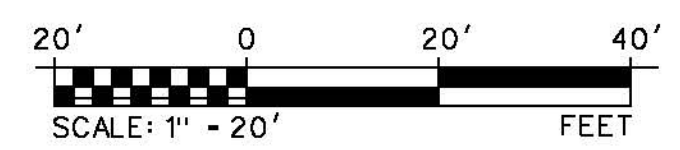
**SIDEWALK PLAN
 AND GRADING**

211082

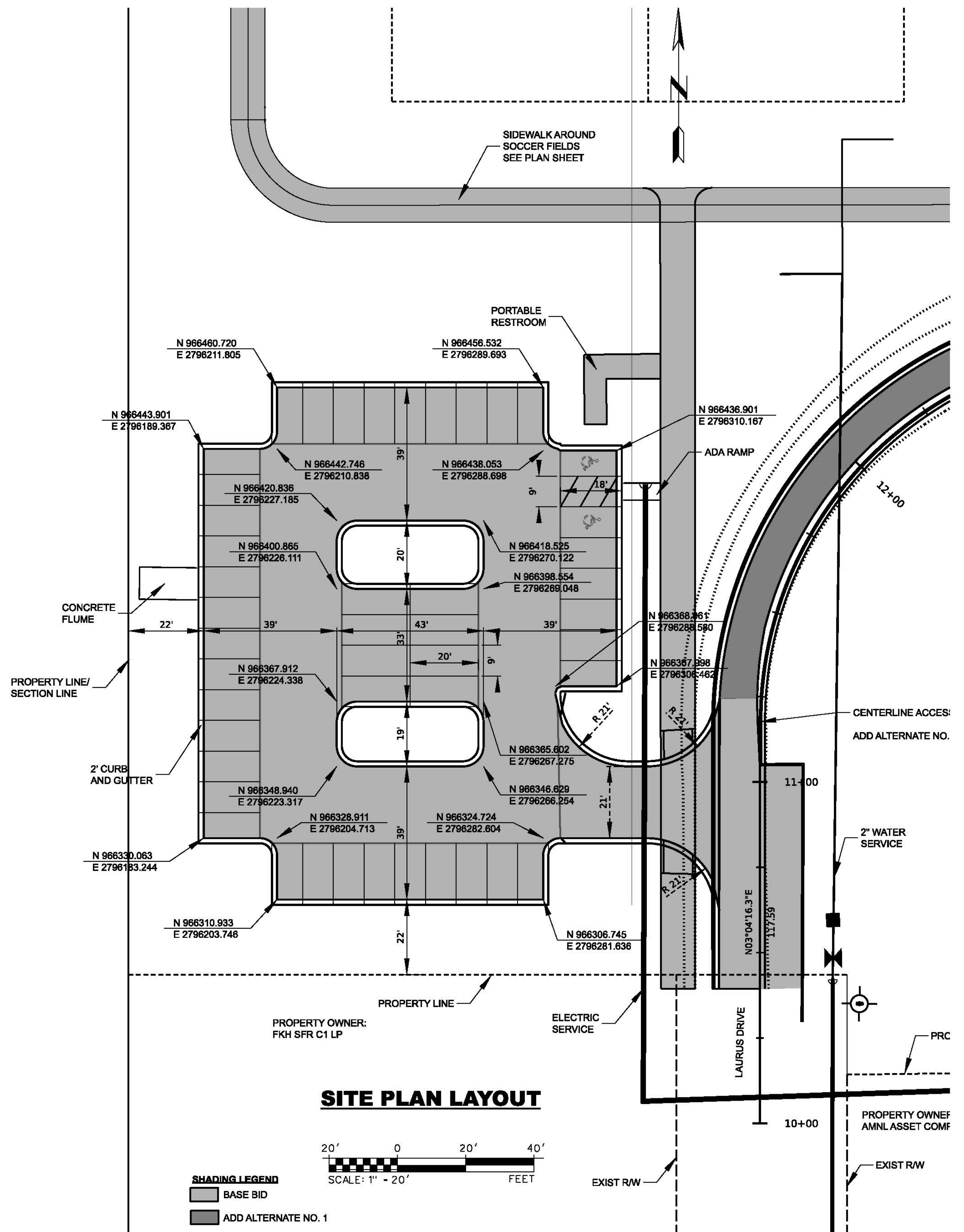
Sheet Number 06 of 15



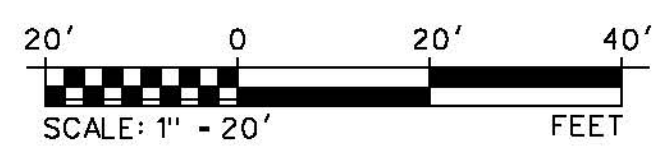
SITE PLAN GRADING



SHADING LEGEND
 [Light Gray Box] BASE BID
 [Dark Gray Box] ADD ALTERNATE NO. 1



SITE PLAN LAYOUT



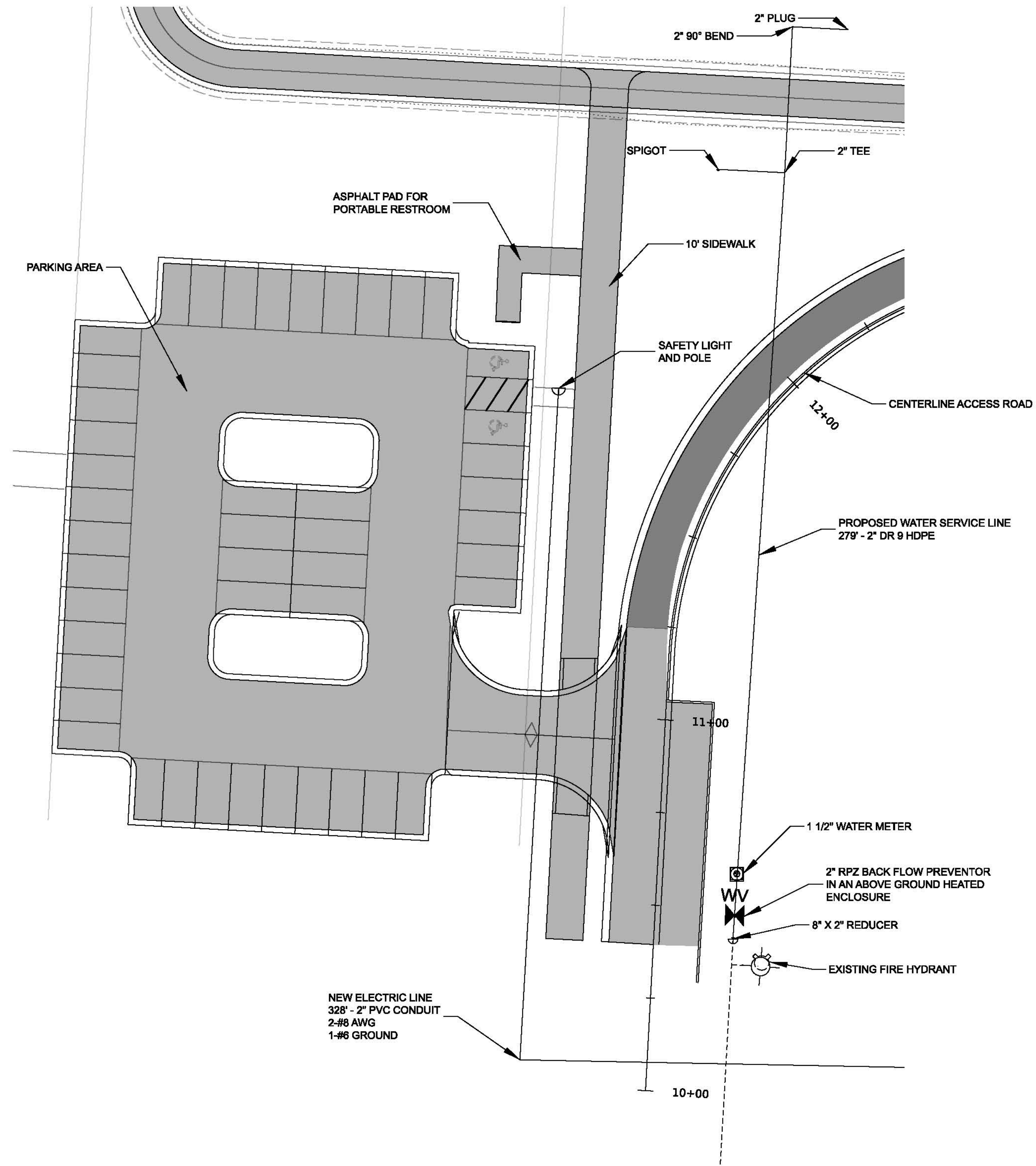
SHADING LEGEND
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| Sheet Revisions | | | |
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| Engineer Seal | Date: | Comments | Init. |
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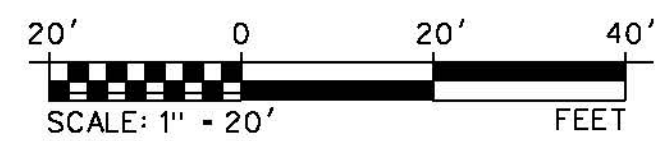
CFS ENGINEERS
 cfse.com
 1421 E. 104th Street, Ste. 100 KCMO 64131
 o: 816-333-4477 f: 816-333-6688

**CITY OF RAYMORE
 RAYMORE MISSOURI**
 SUNSET LANE & HAWK RIDGE PARK
 RAYMORE, MISSOURI

**PARKING LOT LAYOUT
 AND GRADING PLAN**
 211082
 Sheet Number 07 of 15



PROPOSED UTILITY PLAN



PORTABLE RESTROOM ENCLOSURE DESIGN CONCEPT
Hawk Ridge Park | 08/02/21

sfsarchitecture

| Engineer Seal | Sheet Revisions | | |
|---------------|-----------------|----------|-------|
| | Date: | Comments | Init. |
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| | | |
|--|----------------------|------------------------------|
| CITY OF RAYMORE RAYMORE MISSOURI | UTILITY PLANS | 211082 |
| SUNSET LANE & HAWK RIDGE PARK RAYMORE, MISSOURI | | |
| | | Sheet Number 15 of 15 |



Raymore Parks and Recreation Board Agenda Item Information Form

Department Division: P&R Administration
Submitted By: Nathan Musteen
Date: January 22, 2019

| | | | |
|-------|------------------------|-------|--------------|
| _____ | Discussion Item | X | Action Item |
| X | Council Recommendation | _____ | Presentation |

Title / Issue / Request:

| |
|--|
| Bill 3666 - Budget Amendment, CFS Engineers |
|--|

Background / Justification:

In April, the City Council passed Bill 3614 authorizing the Mayor to enter a contract with CFS Engineers for design and consulting services associated with the G.O. Bond projects approved by voters in 2020 for Hawk Ridge Park.

Additional projects listed in the master plan but not included in the initial design services contract are being presented for consideration. These items include:

- Irrigation of the Amphitheater
- ADA Ramps to the Amphitheater stage
- Access Road to Amphitheater
- Additional Architectural Services for enhanced plaza
- Additional survey services

An additional \$28,299.00 to the current contract of \$168,682.00 is outlined in the attached proposal. The total contract for design and consulting for Hawk Ridge Park with CFS Engineers totals \$197,681.00.

| | | |
|--------------------------|-------------|----------------------|
| Financial Impact: | \$197,681 | Total contract |
| | \$1,250,000 | Total project budget |

| | | |
|--------------------------|---------------|----------|
| Project Timeline: | Park Board: | October |
| | City Council: | November |

Staff Recommendation: Staff recommends approval

Attachments: Bill 3666
 Contract Amendment
 Original Contract (signed)

BILL 3666

ORDINANCE

“AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, AMENDING A CONTRACT WITH CFS ENGINEERS FOR HAWK RIDGE PARK IMPROVEMENTS, IN THE AMOUNT OF \$28,299 AND AUTHORIZING THE CITY MANAGER TO APPROVE CHANGE ORDERS WITHIN ESTABLISHED BUDGET CONSTRAINTS.”

WHEREAS, The City Council has awarded a design and consulting contract for Hawk Ridge Park improvements; and

WHEREAS, It is necessary to have the architect design and prepare construction documents for additional improvements at Hawk Ridge Park; and

WHEREAS, this work is in addition to the scope of services in the initial contract with CFS Engineers.

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

Section 1. The City Manager is hereby directed to execute a Contract Addendum in the amount of \$28,299 with CFS Engineers for the Hawk Ridge Park Improvement project.

Section 2. The City Manager is authorized to execute the contract, attached as Exhibit A, and to approve change orders for this project within established budget constraints.

Section 3. 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 4. 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 NOVEMBER, 2021.

BE IT REMEMBERED THAT THE ABOVE ORDINANCE WAS APPROVED AND ADOPTED THIS 22ND DAY OF NOVEMBER, 2021, BY THE FOLLOWING VOTE:

Councilmember Abdelgawad
Councilmember Barber
Councilmember Berendzen
Councilmember Burke III
Councilmember Circo
Councilmember Holman
Councilmember Townsend
Councilmember Wills-Scherzer

ATTEST:

APPROVE:

Erica Hill, City Clerk

Kristofer P. Turnbow, Mayor

Date of Signature



Hawk Ridge Park Add Alternates
 City of Raymore, Missouri
 Cass County

17-Sep-21

| Hawk Ridge Park | | Principal | Project Manager | Landscape Architect | Senior Engineer | Engineer | Senior Technician | Total |
|---------------------|--|-----------|-----------------|---------------------|-----------------|------------|-------------------|-------------|
| Task | | Man-Hours | | | | | | |
| 1.0 | Irrigation of the Amphitheater | | | | | | | |
| 1.1 | Design | | 2 | 6 | | | | 8 |
| 1.2 | Plan Preparation | | | 8 | | | | 8 |
| 1.3 | Specifications | | | | | | | 0 |
| 1.4 | Quantities & Cost Estimate | | | 2 | | | | 2 |
| 1.5 | Construction Phase Services | | | 4 | | | | 4 |
| Sub-Total Man-Hours | | 0 | 2 | 20 | 0 | 0 | 0 | 22 |
| Hourly Rates | | \$233.00 | \$185.00 | \$149.00 | \$152.00 | \$134.00 | \$99.00 | |
| Sub-Total | | \$0.00 | \$370.00 | \$2,980.00 | \$0.00 | \$0.00 | \$0.00 | \$3,350.00 |
| 2.0 | ADA Ramps at Amphitheater | | | | | | | |
| 2.1 | Design of Ramps | | 3 | | 2 | 8 | | 13 |
| 2.2 | Plan Preparation (Assume 2 sheets) | | | | | | 12 | 12 |
| 2.3 | Specifications | | | | 1 | | | 1 |
| 2.4 | Quantities & Cost Estimate | | | | | 1 | | 1 |
| Sub-Total Man-Hours | | 0 | 3 | 0 | 3 | 9 | 12 | 27 |
| Hourly Rates | | \$233.00 | \$185.00 | \$149.00 | \$152.00 | \$134.00 | \$99.00 | |
| Sub-Total | | \$0.00 | \$555.00 | \$0.00 | \$456.00 | \$1,206.00 | \$1,188.00 | \$3,405.00 |
| 3.0 | Access Road to Amphitheater | | | | | | | |
| 3.1 | Option 1 | | | | | | | |
| 3.1.1 | Design 10 Space Parking Lot at Sunset Lane and S. Property Line | | 2 | | | 2 | 4 | 8 |
| 3.1.2 | Design Paved Single Lane Access Road from Parking Lot to Amphitheater (~1500') | | 2 | | | 6 | | 8 |
| 3.1.3 | Research Use of ShoreMax or Similar for Access Road Surface | | | | 2 | | | 2 |
| 3.1.4 | Plan Preparation (2 P&P Sheets, add to Typ, Sec. sheet, X-Sects) | | | | | | 12 | 12 |
| 3.1.5 | Specifications | | | | 4 | 4 | | 8 |
| 3.1.6 | Quantities & Cost Estimate | | | | | 2 | 4 | 6 |
| 3.1.7 | Construction Phase Services | | | | | 6 | | 6 |
| 3.2 | Option 2 | | | | | | | |
| 3.2.1 | Design pavement improvements along existing path (~650') | | | | | 4 | | 4 |
| 3.2.2 | Plan Preparation (Assume 1 sheet) | | | | | | 4 | 4 |
| Sub-Total Man-Hours | | 0 | 4 | 0 | 6 | 24 | 24 | 58 |
| Hourly Rates | | \$233.00 | \$185.00 | \$149.00 | \$152.00 | \$134.00 | \$99.00 | |
| Sub-Total | | \$0.00 | \$740.00 | \$0.00 | \$912.00 | \$3,216.00 | \$2,376.00 | \$7,244.00 |
| 4.0 | Additional Survey for Add Alternatives | | | | | | | |
| Sub-Total | | | | | | | | \$2,800.00 |
| 5.0 | Additional Architectural Services for Full Build Out of Plaza | | | | | | | |
| Sub-Total | | | | | | | | \$11,500.00 |
| Total Man-Hours | | 0 | 9 | 20 | 9 | 33 | 36 | 107 |
| Hourly Rates | | \$233.00 | \$185.00 | \$149.00 | \$152.00 | \$134.00 | \$99.00 | |
| Total Fee | | \$0.00 | \$1,665.00 | \$2,980.00 | \$1,368.00 | \$4,422.00 | \$3,564.00 | \$28,299.00 |

“AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH COOK, FLATT & STROBEL ENGINEERS FOR THE SUNSET LANE / HAWK RIDGE PARK, CITY PROJECT NUMBER 20-010 IN THE AMOUNT OF \$368,423 AND AUTHORIZING THE CITY MANAGER TO APPROVE CHANGE ORDERS WITHIN ESTABLISHED BUDGET CONSTRAINTS.”

WHEREAS, the Sunset Lane / Hawk Ridge Park design project was included in the 2021 Capital Improvement Program; and

WHEREAS, the staff publicly advertised for the Sunset Lane / Hawk Ridge Park project, and;

WHEREAS, staff reviewed the proposals submitted and found that the proposal from Cook, Flatt & Strobel Engineers was the best of the proposals submitted.

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

Section 1. The City Manager is hereby directed and authorized to enter into a negotiated contract in the amount of \$368,423 with Cook, Flatt & Strobel Engineers, for the Sunset Lane / Hawk Ridge Park project.

Section 2. The City Manager is authorized to approve change orders for this project within established budget constraints.

Section 3. 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 4. 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 12TH DAY OF APRIL, 2021.

BE IT REMEMBERED THAT THE ABOVE ORDINANCE WAS APPROVED AND ADOPTED THIS 26TH DAY OF APRIL, 2021, BY THE FOLLOWING VOTE:

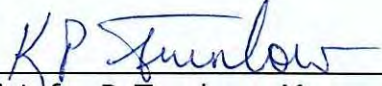
| | |
|--------------------------|-----|
| Councilmember Abdelgawad | Aye |
| Councilmember Barber | Aye |
| Councilmember Berendzen | Aye |
| Councilmember Burke III | Aye |
| Councilmember Circo | Aye |
| Councilmember Holman | Aye |
| Councilmember Jacobson | Aye |
| Councilmember Townsend | Aye |

ATTEST:

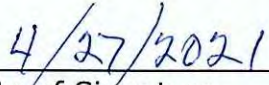


Erica Hill, City Clerk

APPROVE:



Kristofer P. Turnbow, Mayor



Date of Signature



CITY OF RAYMORE
CONTRACT FOR PROFESSIONAL SERVICES

SUNSET LANE DESIGN SERVICES

AGREEMENT FOR PROVISION OF THE FOLLOWING SERVICES

Agreement made this 26th day of April, 2020 between Cook, Flatt & Strobel Engineers, an entity organized and existing under the laws of the State of Missouri, with its principal office located at 1421 E 104th Street, Suite 100, Kansas City, MO 64131, hereafter referred to as the **Consultant**, and The City of Raymore, Missouri, a Charter City organized and existing under the laws of the State of Missouri, with its principal office located at 100 Municipal Circle, Raymore, Missouri, hereafter referred to as the **City**.

This contract and applicable attachments represent the entire understanding and agreement between the parties and no oral, implied, alterations or variations to the contract will be binding on the parties, except to the extent that they are in writing and signed by the parties hereto. This contract shall be binding upon the heirs, successors, administrators, executors and assigns of the parties hereto.

In the event there are any inconsistencies in the provisions of this contract and those contained in the proposal they will be resolved in accordance with the terms of this contract.

This contract is effective as of April 26, 2021 and coincidental with the City Manager's signature and attestation by the City Clerk and shall remain in effect as described within the attachments.

ARTICLE I
THE WORK

Consultant agrees to perform all work and provide all deliverables as specified in and according to the Request for Qualifications/Quote RFQu #20-010 and the General Terms and Conditions in Appendix B, commonly referred to as Contract Terms and Conditions and according to the Contract Agreement set forth here. Consultant agrees to provide all labor, materials, tools, permits, and/or professional services and perform the contracted work in accordance with all specifications, terms and conditions as set forth within RFQu #20-010 including insurance and termination clauses as needed or

required. The work as specified in Appendix A, may commence upon the signing of this contract and scheduling and approval of the City.

ARTICLE II TIME OF COMMENCEMENT AND COMPLETION

The work shall begin upon Council approval and City Manager's signature. The date of substantial completion shall be that date when the project or portions of the project are officially accepted by the Owner through formal action of the City Council for utilization of the project for its intended purpose. The City shall be the sole determiner as to the fulfillment of the work as described.

ARTICLE III CONTRACT SUM AND PAYMENT

The City agrees to pay the Consultant, \$368,423 which is "not to exceed" Three Hundred Sixty Eight Thousand Four Hundred Twenty Three dollars for completion of the work, subject to the provisions herein set. The City Manager has the authority for change orders.

ARTICLE IV CONTRACT PAYMENT

The City agrees to pay the Consultant for the completed work as follows:

The Consultant shall provide the City with monthly billings for progress payments as the work is completed. Payment will constitute full and complete payment as per individual invoice and within thirty (30) days of completion and acceptance of Consultant's work. The City will be the sole judge as to the sufficiency of the work performed. A 5% retainage will be held until acceptance of the project by the Raymore City Council, at which time final payment will be made.

In the event of the Consultant's failure to perform any of his duties as specified in this contract and addendums, or to correct an error within the time stipulation agreed upon by both parties, the City shall have the right to deduct an amount not to exceed twenty-five (25%) per invoice.

Payment shall be made upon receipt of invoices presented in duplicate as outlined in Appendix B.

ARTICLE V INSURANCE REQUIREMENTS

Insurance shall be provided as outlined in the General Terms and Conditions Appendix B to the Contract.

All policies for liability protection, bodily injury, or property damage shall include the City of Raymore as an additional insured as such respects operation under this contract (except for Worker's Compensation and Professional Liability coverage).

Consultant agrees to hold harmless and indemnify the City from any liability for damage, injury or death arising out of the work performance of the contract.

ARTICLE VI RESPONSIBILITIES

The City shall provide all information or services under their control with reasonable promptness and designate a representative to render decisions on behalf of the City and on whose actions and approvals the Consultant may rely.

The Consultant's responsibilities and obligations under this agreement are accepted subject to strikes, outside labor troubles (including strikes or labor troubles affecting vendors or suppliers of Consultant), accidents, transportation delays, floods, fires, or other acts of God, and any other causes of like or different character beyond the control of Consultant. Impossibility of performance by reason of any legislative, executive, or judicial act of any governmental authority shall excuse performance of or delay in performance of this agreement. The City and the Consultant shall agree upon such any delay or cancellation of performance and execute an agreement in writing documenting the excuse of performance or delay in performance of this agreement.

Consultant agrees to provide all services necessary to perform and complete the contract as specified. Consultant further agrees to keep and not change Project Manager and Project Team without notification and consent of the City.

Consultant will supervise and direct the work performed, and shall be responsible for his employees. Consultant will also supervise and direct the work performed by sub-Consultants and their employees and be responsible for the work performed by sub-Consultants hired by the Consultant.

Consultant agrees to obtain and maintain, during the term of this contract, the necessary licenses and permits required by federal, state, county and municipal governments to perform the services as required by this contract. Consultant shall bear the cost of any permits which he is obligated to secure. Consultant will also ensure any sub-Consultants hired will obtain the necessary licenses and permits as required.

Consultant agrees to comply with all applicable federal, state, county and municipal laws and regulations, including, but not limited to, affirmative action, equal employment, fair labor standards and all applicable provisions of the Occupational Safety and Health Act of 1970, as amended. Consultant agrees to ensure sub-Consultants and their employees comply with all applicable laws and regulations aforementioned.

Consultant also agrees to be, at all times, in full compliance with any and all applicable federal, state and local laws and regulations as they may change from time to time.

ARTICLE VII
TERMINATION OF AGREEMENT

With Cause – If Contractor fails to perform his duties as specified in this contract, the City through its appointed representative, shall notify the Contractor to correct any default under the terms of this contract. Such notification may be made in writing, and delivered via regular, certified facsimile or email. If the Contractor fails to correct any default after notification of such default, the City shall have the right to immediately terminate this agreement by giving the Contractor ten (10) days written notice, and delivered via regular, certified facsimile or e-mail.

Without Cause – The City may terminate this agreement at any time by providing sixty (60) days written notice, by certified mail, to the Consultant at the address listed below. In the event this agreement is terminated, the City may hold as a retainer the amount needed to complete the work in accordance with Appendix B specifications.

ARTICLE VIII
CONTRACT DISPUTES & MEDIATION

In case of a dispute, the Contractor and the City shall each appoint a representative, who, together, shall select a third party attorney in good standing and licensed to practice law in Missouri, to mediate the issue. Mediation shall be non-binding unless a written settlement agreement is reached. Costs of mediation shall be split equally between the parties. Failure of the parties to reach a resolution in mediation shall be a prerequisite to filing suit or initiating further action to resolve the dispute. In all cases where work on the project is not complete, the Contractor agrees to carry on with the work and to maintain the progress schedule during any dispute under this Contract unless otherwise mutually agreed in writing by the parties.

ARTICLE IX
WARRANTY

Consultant shall, within ten (10) days of written notice from the City, correct any work found to be defective, incorrect or not in accordance with Appendix A specifications.

Consultant warrants that the goods shall be delivered free of the rightful claim of any third person by way of non-payment on the part of the Consultant for any tools and equipment in use or materials used and consumed on City property in completion of this agreement, and if City receives notice of any claim of such infringement, it shall, within ten [10] days, notify Consultant of such claim. If City fails to forward such notice to Consultant, it shall be deemed to have released Consultant from this warranty as to such claim.

ARTICLE X
AFFIDAVIT OF WORK AUTHORIZATION

Pursuant to 285.530 RSMo, the consultant must affirm its enrollment and participation in a federal work authorization program with respect to the employees proposed to work in connection with the services requested herein by

- * submitting the attached AFFIDAVIT OF WORK AUTHORIZATION and
- * providing documentation affirming the consultant's enrollment and participation in a federal work authorization program (see below) with respect to the employees proposed to work in connection with the services requested herein.

E-Verify is an example of a federal work authorization program. Acceptable enrollment and participation documentation consists of the following two pages of the E-Verify Memorandum of Understanding (MOU): 1) a valid, completed copy of the first page identifying the firm and 2) a valid copy of the signature page completed and signed by the firm, the Social Security Administration, and the Department of Homeland Security – Verification Division.

ARTICLE XI
ENTIRE AGREEMENT

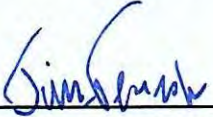
The parties agree that this constitutes the entire agreement and there are no further items or provisions, either oral or otherwise. Consultant agrees that it has not relied upon any representations of Consultant as to prospective performance of the goods, but has relied upon its own inspection and investigation of the subject matter.


The parties have executed this agreement at The City of Raymore the day and year first above written.

IN WITNESS WHEREOF, the parties hereunto have executed two (2) counterparts of this agreement the day and year first written above.

SEAL)

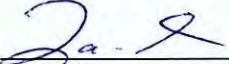
THE CITY OF RAYMORE, MISSOURI

By: 
Jim Feuerborn, City Manager

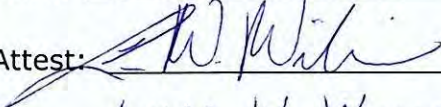
Attest: 
Erica Hill, City Clerk

SEAL)

COOK, FLATT & STROBEL ENGINEERS

By: 
Lance W. Scott

Title: VICE PRESIDENT

Attest: 
LUCAS W. WILLIAMS
ASSOCIATE

Appendix A
Scope of Services

See Attached

Appendix B
General Terms and Conditions

A. *Procedures*

The extent and character of the services to be performed by the Consultant shall be subject to the general control and approval of the Public Works Director in consultation with the Finance Director or their authorized representative (s). The Consultant shall not comply with requests and/or orders issued by any other person. The Finance Director will designate his/her authorized representatives in writing. Both the City of Raymore and the Consultant must approve any changes to the contract in writing.

B. *Contract Period*

Award of this contract is anticipated prior to the end of April 2021, with final design and bid specifications completed no later than June 30, 2021.

C. *Insurance*

The Consultant shall procure, maintain, and provide proof of, insurance coverage for injuries to persons and/or property damage as may arise from or in conjunction with, the work performed on behalf of the City of Raymore by the Consultant, its agents, representatives, employees or sub consultants. The City of Raymore shall be named as an additional insured under such insurance contracts (except for Worker's Compensation coverage). A Certificate of Insurance will be required within ten calendar days from the date of receipt of the Notice of Award. Claims made on policies must be enforce or that coverage purchased for three (3) years after contract completion date.

1. *General Liability*

Owners and Protective Liability.

Minimum Limits

General Liability:
\$2,000,000 Each Occurrence Limit

D. *Hold Harmless Clause*

The Consultant shall, during the term of the contract including any warranty period, indemnify, defend, and hold harmless the City of Raymore, its officials, employees, agents, residents and representatives thereof from all suits, actions, or claims of any kind, including attorney's fees, brought on account of any personal injuries, damages, or violations of rights, sustained by any person or property in consequence of any neglect in safeguarding contract work or on account of any act or omission by the Consultant or his employees, or from any claims or amounts arising from violation of any law, bylaw, ordinance, regulation or decree. The vendor agrees that this clause shall include claims involving infringement of patent or copyright.

E. *Exemption from Taxes*

The City of Raymore is exempt from state sales tax and federal excise tax. Tax exemption certificates indicating this tax exempt status will be furnished on request, and therefore the City shall not be charged taxes for materials or labor.

F. *Employment Discrimination by Contractors Prohibited/Wages/ Information*

During the performance of a contract, the Consultant shall agree that it will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, or disabilities, except where religion, sex or national origin is a bona fide occupational qualification reasonably necessary to the normal operation of the Consultant; that it will post in conspicuous places, available to employees and applicants for employment, notices setting forth nondiscrimination practices, and that it will state, in all solicitations or advertisements for employees placed by or on behalf of the Consultant, that it is an equal opportunity employer. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient to meet this requirement.

The Consultant will include the provisions of the foregoing paragraphs in every subcontract or purchase order so that the provisions will be binding upon each sub consultant or vendor used by the Consultant.

G. *Invoicing and Payment*

The Consultant shall submit invoices, in duplicate, for services outlined above in the scope of services under Appendix A.

H. *Cancellation*

The City of Raymore reserves the right to cancel and terminate this contract in part or in whole without penalty upon 30 days written notice to the Consultant. Any contract cancellation notice shall not relieve the Consultant of the obligation to deliver and/or perform on all outstanding orders issued prior to the effective date of cancellation.

I. *Contractual Disputes*

The Consultant shall give written notice to the City of Raymore of its intent to file a claim for money or other relief at the time of the occurrence or the beginning of the work upon which the claim is to be based.

The written claim shall be submitted to the City no later than sixty (60) days after final payment. If the claim is not disposed of by agreement, the City of Raymore shall reduce their decision to writing and mail or otherwise forward a copy thereof to the Consultant within thirty (30) days of receipt of the claim.

City decision shall be final unless the Consultant appeals within thirty (30) days by submitting a written letter of appeal to the Finance Director, or his designee. The Finance Director shall render a decision within sixty (60) days of receipt of the appeal.

J. *Severability*

In the event that any provision shall be adjudged or decreed to be invalid, such ruling shall not invalidate the entire Agreement but shall pertain only to the provision in question and the remaining provisions shall continue to be valid, binding and in full force and effect.

K. *Applicable Laws*

This contract shall be governed in all respects by federal and state laws. All work performed shall be in compliance with all applicable City of Raymore codes.

L. *Drug/Crime Free Work Place*

The Consultant acknowledges and certifies that it understands that the following acts by the contractor, its employees, and/or agents performing services on City of Raymore property are prohibited:

1. The unlawful manufacture, distribution, dispensing, possession or use of alcohol or other drugs; and
2. Any impairment or incapacitation from the use of alcohol or other drugs (except the use of drugs for legitimate medical purposes).
3. Any crimes committed while on City property.

The Consultant further acknowledges and certifies that it understands that a violation of these prohibitions constitutes a breach of contract and may result in default action being taken by the City of Raymore in addition to any criminal penalties that may result from such conduct.

M. *Inspection*

At the conclusion of each job order, the Consultant shall demonstrate to the Public Works Director or his authorized representative(s) of the City that the work is fully complete and in compliance with the scope of services. Any deficiencies shall be promptly and permanently corrected by the Consultant at the Consultant's sole expense prior to final acceptance of work, and normal warranties shall be issued at point of final acceptance by the City of Raymore.

N. *No Escalation of Fees*

The pricing of services contained in the contract for the selected Consultant shall remain in effect for the duration of the contract. No escalation of fees will be allowed.

O. *Permits*

The successful Consultant shall be responsible for obtaining all permits, and for incurring all expenses associated with those permits, prior to proceeding with the scope of work and services described in this solicitation. Included in these permits will be the "Business License" required of all vendors doing business within the City limits of Raymore (unless otherwise directed by the City Clerk). This permit can be obtained from the office of the City Clerk, 100 Municipal Circle, Raymore, Missouri, 64083.

P. *Release of Information*

Pursuant to 610.021 RSMo, all documents within a request for proposal will become an open record to the public upon a negotiated contract being executed. All documents within a request for bid become open record as soon as the bid is opened. Proposers should be aware that all documents within a submittal will become open records.

Q. *Rejection of Bids*

The City reserves the right to reject any and all bids, to waive technical defects in the bid, and to select the bid deemed most advantageous to the City.

R. *Affidavit of Work Authorization and Documentation:*

Pursuant to 285.530 RSMo, the consultant must affirm its enrollment and participation in a federal work authorization program with respect to the employees proposed to work in connection with the services requested herein by

- * submitting the attached AFFIDAVIT OF WORK AUTHORIZATION and
- * providing documentation affirming the consultant's enrollment and participation in a federal work authorization program (see below) with respect to the employees proposed to work in connection with the services requested herein.



Cook, Flatt & Strobel Engineers
1421 E. 104th Street, Suite 100
Kansas City, Missouri 64131
816.333.4477

March 10, 2021

Mr. Mike Krass, Director of Public Works
City of Raymore
100 Municipal Circle
Raymore, Missouri 64083

RE: REVISED Fee Proposal for Sunset Lane

Dear Mr. Krass,

Cook, Flatt & Strobel Engineers, P.A. (CFS) is pleased to submit our fee proposal to the you for engineering services to prepare design plans and specifications for the extension on Sunset Lane from just north of Highway 58 (Foxwood Drive) to the north property line of Hawk Ridge Park, approximately 3,500 feet tying into Sunset Lane on the north being designed and constructed by others.

The **Scope of Services** have been revised, per conversations with you, in the attached document.

Bidding services and construction phase services are **not** included in the scope of services. Support during bidding, RFI's and site visits during construction may be negotiated at a later date or compensated by the attached hourly rates.

The Compensation requested for the professional services listed above: \$199,791. Documentation of hours for each task are included in the attached. This fee is based on a design schedule of 6 months from Notice to Proceed.

Please let us know if you have any questions regarding our proposal or if you would like for us to make any revisions based on scope changes. We look forward to working with you and your staff on this project.

Sincerely,

A handwritten signature in cursive script that reads "Michelle L. Mahoney".

Michelle L. Mahoney, P.E., ENV SP
Sr. Associate

attachments

Scope of Services

Sunset Lane, Raymore, MO

Task 1: Topographic Survey and Right of Way (ROW) Documents

The following tasks will be performed as part of the topographic survey and ROW documents services:

- Prepare temporary and permanent easement documents for up to 6 parcels.
- Prepare plat drawings with signature pages.
- Perform topographic surveys for a corridor that is approximately 500' wide by 3500' long along the proposed alignment for the extension of Sunset Lane.

Task 2: Project Management and Administration Services

The following tasks will be performed as part of the project management administration services:

- Establish project schedule and internal milestones.
- Complete invoicing and address comments in regards to billing.
- Provide Quality Control reviews of survey, design and project submittals.
- Coordination meetings with City and subconsultant staff.

Task 3: Public Involvement

- Attend site visits with Property Owners (up to 6 visits) -CITY WILL HANDLE
- Meet with City to get results of Property Owner Meetings to incorporate into plans
- Prepare exhibits for use by City staff in City Council Meetings

Task 4: Develop Construction Contract Documents

- PRELIMINARY DESIGN AND UTILITY PLANS (50% Design)
 - a. Preliminary Design
 1. Prepare Design Criteria Memo
 2. Prepare horizontal and vertical geometry
 3. Complete preliminary drainage design
 4. Prepare preliminary cross sections
 5. Determine construction limits and establish easement lines
 6. Add survey benchmark information to plan sheets
 7. Add survey control and section corner ties to plan sheets
 8. Create title sheet, typical sections, plan & profiles, limited details, and drainage area map
 9. Prepare scoping documents for Geotechnical Services
 10. Add geotechnical information to profile sheets and earthwork model
 11. Assemble preliminary plans
 - b. Prepare an opinion of probable construction costs
 - c. Preliminary Design Review Meeting

- d. Utility Coordination
 1. Update mapping of utilities in the corridor
 2. Attend up to 2 meetings with affected utility owners
- e. Permitting
 1. Prepare and send out Notice of Project to all applicable permitting agencies
 2. Complete waterline calculations and prepare documents for MDNR review
 3. Prepare SWPPP
- FIELD CHECK
- FINAL DESIGN PLANS (90% Design)
 - a. Final Design Drawings
 1. Update title sheet & typical section sheet
 2. Prepare final plans for pavement marking, signing and traffic control
 3. Prepare temporary erosion control plans
 4. Update profile sheets
 5. Update storm water drainage plans and details
 6. Provide final cross sections at 50-foot intervals, driveways and intersections
 7. Prepare intersection and sidewalk ramp details
 8. Prepare standard details
 9. Update construction notes and finalize plans sheets
 10. Assemble 90% plans for city review and approval
 - b. Opinion of Probably Costs
 - c. 90% Technical Specifications
 - d. Final Design Review Meeting
- FINAL BIDDING AND CONSTRUCTION CONTRACT DOCUMENTS
 - a. Incorporate City comments on final plans, specifications and bidding documents
 - b. Assemble bid package documents

Task 5: Bidding Phase Services TASKS REMOVED AT THE DIRECTION OF THE CITY

Task 6: Design of Ancillary Systems

- Design and prepare contract documents for a 12" watermain along Sunset Lane (3500')
- Design and prepare contract documents for street lighting along Sunset Lane (3500')



Raymore, Missouri
Sunset Lane
Fee Proposal for Professional Services

SUMMARY

FIRM: CFS Engineers
ROUTE: Sunset Lane
PROJECT: _____
COUNTY: Cass County
JOB NO.: _____

Sunset Lane

Total Direct Salary Costs

Sunset Lane

Subtotal **\$196,690**
\$196,690

Direct Non-Payroll Costs

Materials & Supplies

\$0

Reproduction

\$0

Travel Expenses

30 miles round trip X 3 trips

\$51

Other

O&Es

\$3,000

Subtotal **\$3,051**

Total Proposed Fee

\$199,741

| Sunset Lane Fee Proposal | | Principal | Project Manager | Senior Engineer Man-Hours | Engineer | Senior Technician | Total |
|--------------------------|--|-----------|-----------------|---------------------------|------------|-------------------|-------------|
| Task | | | | | | | |
| 1.0 | Topographic Survey and ROW Documents | | | | | | |
| | T/E and P/E documents(Assume 6 parcels) | | | | | | \$3,500.00 |
| | Plat Drawing and Signature pages | | | | | | \$5,000.00 |
| | Topographic Surveys | | | | | | \$9,000.00 |
| | Sub-Total Man-Hours | 0 | 0 | 0 | 0 | 0 | |
| | Hourly Rates | \$233.00 | \$185.00 | \$152.00 | \$134.00 | \$99.00 | |
| | Sub-Total Collection Fee | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$17,500.00 |
| 2.0 | Project Management and Administration | | | | | | |
| | Project Scheduling and Coordination | | 8 | | 8 | | 16 |
| | Billing and Project Summary Submittals | | 4 | 12 | | | 16 |
| | Survey QA/QC | | | | 8 | 8 | 16 |
| | Preliminary Plans QA/QC and Plan Revisions | | 4 | 8 | 8 | 24 | 44 |
| | Right-of-Way Documents QA/QC and Plan Revisions | | 4 | 4 | 8 | 24 | 40 |
| | 90% Plans QA/QC and Plan Revisions | | 4 | 8 | 12 | 24 | 48 |
| | QC review of Technical Specifications and Bidding Documents | | 4 | 12 | 8 | | 24 |
| | Project Kickoff Meeting | | 2 | 2 | 2 | | 6 |
| | Monthly Project Meetings | | 6 | 6 | | | 12 |
| | Sub-Total Man-Hours | 0 | 36 | 52 | 54 | 80 | 222 |
| | Hourly Rates | \$233.00 | \$185.00 | \$152.00 | \$134.00 | \$99.00 | |
| | Sub-Total Collection Fee | \$0.00 | \$6,660.00 | \$7,904.00 | \$7,236.00 | \$7,920.00 | \$29,720.00 |
| 3.0 | Public Involvement | | | | | | |
| | Site Visits with Property Owners (Handled by the City) | | | | | | 0 |
| | Meet with City to get results of the Property Owner Meetings to incorporate into plans | | 6 | 6 | | | 12 |
| | Prepare exhibits for City Council Meeting | | 2 | 2 | | 8 | 12 |
| | Sub-Total Man-Hours | 0 | 8 | 8 | 0 | 8 | 24 |
| | Hourly Rates | \$233.00 | \$185.00 | \$152.00 | \$134.00 | \$99.00 | |
| | Sub-Total Collection Fee | \$0.00 | \$1,480.00 | \$1,216.00 | \$0.00 | \$792.00 | \$3,488.00 |
| 4.0 | Develop Construction Contract Documents – Sunset Lane | | | | | | |
| 4.1 | Preliminary Design and Utility Plans(50% Design) | | | | | | |
| | A. Preliminary Design and Utility Plans | | 2 | 4 | | | 6 |
| | Prepare comprehensive Design Criteria Memorandum. | | | 8 | 16 | 16 | 40 |
| | Preliminary Horizontal and Vertical Geometry | | | 4 | 8 | 24 | 36 |
| | Complete preliminary drainage design and incorporate into sheets and profile. | | | 4 | 8 | 16 | 28 |
| | Prepare preliminary cross-sections. | | | | 8 | 8 | 16 |
| | Prepare construction limits and profiles necessary to determine right-of-way limits. | | | | | 4 | 4 |
| | Add survey benchmark information to sheets. | | | | | 4 | 4 |
| | Add survey control and section corner ties to plan sheets. | | | | | 24 | 24 |
| | Create title sheet, typical sections, plan and profiles, limited details, and drainage area map. | | 2 | 8 | | | 10 |
| | Prepare scoping documents for geotechnical services | | | | | | |
| | Add geotechnical information to profile sheets and earthwork model. | | | 2 | | 8 | 10 |

| Sunset Lane Fee Proposal | | Principal | Project Manager | Senior Engineer | Engineer | Senior Technician | Total |
|--------------------------|--|-----------|-----------------|-----------------|-------------|-------------------|-------------|
| Task | | Man-Hours | | | | | |
| | Assemble Preliminary Plans for City review and approval. | | | | 2 | 4 | 6 |
| | B. Opinion of Costs | | | | | | |
| | Prepare an opinion of probable construction costs. | | 2 | 16 | | | 18 |
| | C. Preliminary Design Review Meeting | | 4 | 4 | | | 8 |
| | D. Utility Coordination | | | | | | |
| | Update mapping of utilities within the corridor. | | | | 2 | 4 | 6 |
| | Up to 2 meetings and coordination with affected utility owners. | | 8 | 8 | | | 16 |
| | E. Permits | | | | | | |
| | Notice of Project to all applicable permitting agencies | | | | 8 | | 8 |
| | Waterline calculations and preparation of MDNR submittal | | | | 8 | | 8 |
| | SWPPP | | | 4 | 16 | | 20 |
| | 4.2 Field Check | | 4 | 4 | 4 | | 12 |
| | 4.3 Final Design Plans (90% Design) | | | | | | |
| | A. Final Design Drawings | | | | | | |
| | Update Title Sheet & Typical Sections | | | 4 | 8 | 2 | 24 |
| | Prepare final plans for pavement marking, signing, and traffic control | | | 4 | 4 | 12 | 16 |
| | Prepare temporary erosion control plans | | | | 8 | 8 | 16 |
| | Update profile sheets | | | | 8 | 16 | 24 |
| | Update storm water drainage plans and details. | | | | 8 | 16 | 24 |
| | Provide final cross sections at 50 foot intervals, each drive and intersection with earthwork quantities | | | 6 | 8 | 24 | 38 |
| | Prepare intersection and sidewalk ramp detail sheets. | | | | 8 | 8 | 16 |
| | Prepare standard details. | | | | | | |
| | Update construction notes and finalize plan sheets. | | | | | 12 | 12 |
| | Assemble 90% Plans for City review and approval. | | | | | 24 | 24 |
| | B. Opinion of Costs | | | | 2 | 4 | 6 |
| | Prepare an opinion of probable construction costs. | | 2 | 16 | | | 18 |
| | C. 90% Technical Specifications | | | | | | |
| | Prepare technical specifications for City to review. | | 4 | 40 | | | 44 |
| | QC review and address comments | | 4 | 8 | | | 12 |
| | D. Final Design Review Meeting | | 2 | 2 | | | 4 |
| | 4.4 Final Bidding and Construction Contract Documents | | | | | | |
| | A. Incorporate City comments on final plans, specifications and bidding documents | | 2 | 4 | 12 | 20 | 38 |
| | B. Assemble bid package documents | | | 2 | | 4 | 6 |
| | Sub-Total Man-Hours | 0 | 36 | 148 | 138 | 266 | 588 |
| | Hourly Rates | \$233.00 | \$185.00 | \$152.00 | \$134.00 | \$99.00 | |
| | Sub-Total Collection Fee | \$0.00 | \$6,660.00 | \$22,496.00 | \$18,492.00 | \$26,334.00 | \$73,982.00 |

| Sunset Lane Fee Proposal | | Principal | Project Manager | Senior Engineer | Engineer | Senior Technician | Total |
|--------------------------|--|-----------|-----------------|-----------------|-------------|-------------------|--------------|
| Task | | Man-Hours | | | | | |
| 5.0 | Bidding Phase Services | | | | | | |
| | Advertise Contract Documents for Bid | | | | | | 0 |
| | Respond to Potential Bidder's Questions | | | | | | 0 |
| | Pre-Bid Conference and Addenda | | | | | | 0 |
| | Review Bids, Create Bid Tabs, Recommendation of Bid | | | | | | 0 |
| | Sub-Total Man-Hours | 0 | 0 | 0 | 0 | 0 | 0 |
| | Hourly Rates | \$233.00 | \$185.00 | \$152.00 | \$134.00 | \$99.00 | |
| | Sub-Total Collection Fee | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 6.0 | Utility Design and Contract Documents | | | | | | |
| | Full Water Line Design and Contract Documents (Lump Sum) | | | | | | \$60,000.00 |
| | Street Lighting Design and Contract Documents (Lump Sum) | | | | | | \$12,000.00 |
| | Sub-Total Man-Hours | 0 | 0 | 0 | 0 | 0 | |
| | Hourly Rates | \$233.00 | \$185.00 | \$152.00 | \$134.00 | \$99.00 | |
| | Sub-Total Collection Fee | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$72,000.00 |
| | Total Man-Hours | 0 | 80 | 208 | 192 | 354 | 834 |
| | Hourly Rates | \$233.00 | \$185.00 | \$152.00 | \$134.00 | \$99.00 | |
| | Total Fee | \$0.00 | \$14,800.00 | \$31,616.00 | \$25,728.00 | \$35,046.00 | \$196,690.00 |



Sunset Lane
Fee Proposal for Professional Services

DIRECT NON-PAYROLL COSTS

| | |
|-----------------|----------------------|
| FIRM: | <u>CFS Engineers</u> |
| ROUTE: | <u>Sunset Lane</u> |
| PROJECT: | <u></u> |
| COUNTY: | <u>Cass County</u> |
| JOB NO.: | <u></u> |

| | | |
|---------------------------------------|--------------------------------------|-------------------|
| EXPENSES | SUNSET LANE | |
| Materials & Supplies | <u></u> | |
| Reproduction | <u></u> | |
| Travel Expenses | <u>30 miles round trip X 3 trips</u> | \$50.85 |
| Other | <u>O&Es</u> | \$3,000.00 |
| Total Direct Non-Payroll Costs | | \$3,050.85 |



Sunset Lane
Fee Proposal for Professional Services

SALARY RATES

FIRM: CFS Engineers
ROUTE: Sunset Lane
PROJECT: Hawk Ridge Park
COUNTY: Cass County
JOB NO.: _____

| CLASSIFICATION | CURRENT RATE |
|-----------------------|---------------------|
| Principal | \$233.00 |
| Project Manager | \$185.00 |
| Senior Engineer | \$152.00 |
| Landscape Architect | \$149.00 |
| Engineer | \$134.00 |
| Senior Technician | \$99.00 |



Cook, Flatt & Strobel Engineers
1421 E. 104th Street, Suite 100
Kansas City, Missouri 64131
816.333.4477

February 23, 2021

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

RE: Fee Proposal for Hawk Ridge Park

Dear Mr. Musteen,

Cook, Flatt & Strobel Engineers, P.A. (CFS) is pleased to submit our fee proposal to the you for engineering services to prepare design plans and specifications for renovations to Hawk Ridge Park, to include a new entrance plaza and pavilion accessing the new extension of Sunset Lane, parking lots on both the east side of the park and the west side of the park near the soccer fields, restroom facilities and other amenities detailed below in the Scope of Services.

The **Scope of Services** include:

Task 1: Topographic Survey and Right of Way (ROW) Documents

Task 2: Project Management and Administration Services

The following tasks will be performed as part of the project management administration services:

- Establish project schedule and internal milestones.
- Complete invoicing and address comments in regards to billing.
- Provide Quality Control reviews of survey, design and project submittals.
- Coordination meetings with City and subconsultant staff.

Task 3: Public Involvement

- Prepare up to 3 exhibits for use by City staff in City Council / Park Board Meetings

Task 4: Develop Construction Contract Documents

- PRELIMINARY DESIGN (50% Design)
 - a. West Side
 1. West Parking Lot Design (45 cars) – flat curb border with wheel stops
 2. Connector Road with curb and angled parking
 3. Sidewalk along the connector road
 4. Asphalt trail (10' wide) around soccer fields
 5. Water connection to the soccer fields
 6. Storm drainage design



Cook, Flatt & Strobel Engineers
1421 E. 104th Street, Suite 100
Kansas City, Missouri 64131
816.333.4477

- b. East Side
 - 1. Plaza pavement
 - 2. East parking lot (60 cars)
 - 3. Lighting for east parking lot
 - 4. Barrier curbs along the plaza and islands/flat border curb with wheel stops
 - 5. Storm drainage design
- c. Prepare an opinion of probable construction costs
- d. Preliminary Design Review Meeting
- e. Utility Coordination
 - 1. Update mapping of utilities in the corridor
 - 2. Attend up to 2 meetings with affected utility owners
- f. Permitting
 - 1. Prepare and send out Notice of Project to all applicable permitting agencies
 - 2. Prepare SWPPP
- FIELD CHECK
- FINAL DESIGN PLANS (90% Design)
 - a. Final Design Drawings
 - 1. Update title sheet & typical section sheet
 - 2. Update plans for parking lots with striping and curbing
 - 3. Update parking lot lighting plan
 - 4. Update connector road plans
 - 5. Update trail plans
 - 6. Update field irrigation plans
 - 7. Prepare temporary erosion control plans
 - 8. Update storm water drainage plans and details
 - 9. Prepare detail sheets
 - 10. Update construction notes and finalize plans sheets
 - 11. Plot and assemble 90% plans for city review and approval
 - b. Opinion of Probably Costs
 - c. Prepare 90% Technical Specifications
 - d. Final Design Review Meeting
- FINAL BIDDING AND CONSTRUCTION CONTRACT DOCUMENTS
 - a. Incorporate City comments on final plans, specifications and bidding documents
 - b. Plot and assemble bid package documents

Task 5: Bidding Phase Services

- Advertise contract documents for bid
- Respond to potential bidder's questions
- Attend Pre-bid conference and prepare Addenda
- Review bids, create bid tabs, recommendation of bid



Cook, Flatt & Strobel Engineers
1421 E. 104th Street, Suite 100
Kansas City, Missouri 64131
816.333.4477

Task 6: Alternate Designs

- Utility Connection to Pavilion restrooms
- Design and prepare plans for 4 pickleball courts with lighting
- Design and prepare plans for entrance sign

Construction phase services are **not** included in the scope of services. RFI's and site visits during construction may be negotiated at a later date or compensated by the attached hourly rates.

SFS Architecture will be responsible for the design of the vertical structures. Their scope and fee are attached and included in our total fee.

The total compensation requested for the professional services listed above including fees for the design of alternates as described above: \$168,682. Documentation of hours for each task are included in the attached. This fee is based on a design schedule of 6 months from Notice to Proceed.

Please let us know if you have any questions regarding our proposal or if you would like for us to make any revisions based on scope changes. We look forward to working with you and your staff on this project.

Sincerely,

A handwritten signature in cursive script that reads 'Michelle L. Mahoney'.

Michelle L. Mahoney, P.E., ENV SP
Sr. Associate

attachments



Raymore Parks and Recreation Board Agenda Item Information Form

Department Division: P&R Administration
Submitted By: Nathan Musteen
Date: October 26, 2021

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

Title / Issue / Request:

| |
|------------------------------------|
| Sportsmanship Policy Review |
|------------------------------------|

Background / Justification:

Parks and Recreation staff recently completed an update of the sportsmanship policy. Several recommendations are presented that update the policy to current practices.

These recommendations are before the Park Board for review and discussion.

Financial Impact: NA

Staff Recommendation:

Staff recommends approval for the updated Sportsmanship policy.

Attachments:

1. Draft Policy



RAYMORE PARKS AND RECREATION SPORTSMANSHIP POLICY

| | |
|------------------------|--|
| Location: | Cass County, Missouri, part of the Kansas City Metropolitan area |
| Agency: | Raymore Parks and Recreation Department |
| Date of Review: | ##/##/2021 |

I. STATEMENT OF NEED

The provision for a safe and positive environment for sports and athletic events ~~the City's youth to participate in sports~~ is a high priority for the City of Raymore.

II. AUTHORITY AND RESPONSIBILITY

Raymore Parks and Recreation Board is responsible for regulating the public park properties within the City limits. It is the policy of the Parks and Recreation Board to have an open public forum at all meetings, which allows for citizen involvement and support.

III. STATEMENT OF PHILOSOPHY

The basic philosophy of the Raymore Parks and Recreation Board is one of Zero Tolerance for violent, discriminatory, or abusive behavior during youth and adult sports leagues and events held on City of Raymore property. ~~Recognizing that the Youth Sports Organizations operating within the City limits have taken an active role in the process of adherence to a higher standard of sportsmanship in youth sports, the Raymore Parks and Recreation Board members entrust the implementation of the zero tolerance policy to the joint effort of the Youth Sports Organizations and the Department staff through the Raymore Peculiar Youth Sports Commission. This Commission shall serve as "watchdog" for the safety and enjoyment of all youth sports programs by a process that includes the review of individual incident reports, policy review and recommendations, and appeals procedures.~~ The Department staff shall assist the Board in taking a proactive stance on sportsmanship by serving as the professional educators for youth sport coaches and parents through ~~a nationally recognized the implementation of the National Alliance for Youth Sports' NYSCA Coaches~~ certification and training program.

IV. ZERO TOLERANCE POLICY



1. Any player, coach, spectator, or official using, **allowing or encouraging** any kind of abusive, discriminatory, or threatening gesture and or language will be ejected from the game and asked to leave the facility. A second offense will result in suspension from the facility for the season.
2. ~~Any coach, spectator, or official allowing or encouraging foul, abusive, or threatening language or behavior by players will be ejected from the game and asked to leave the facility. A second offense will result in a one-year suspension from all activities.~~
3. Any player, coach, spectator, or official using alcohol or any other illegal substance within the facility during a game, practice, or other league or team event where players are present will be automatically ejected from the facility. A second offense will result in a one-year suspension from all activities.
4. Any player, coach, spectator, or official striking or causing bodily assault will be automatically ejected from the game, asked to leave the facility, and suspended from all activities for one year. A second offense will result in a lifetime suspension from all activities.
5. Any coach **or parent**, knowingly requiring or allowing a player to play while having a **known illness**, serious injury, or knowingly creating unsafe playing conditions will automatically be suspended for the season.
6. **Any adult participant, having a known illness, serious injury, or knowingly creating unsafe playing conditions will automatically be suspended for the season.**
7. Any coach, spectator, or player causing interference with the conduct of the game will result in a warning. A second offense will result in ejection from the game and facility.
8. **Enforcement Procedure:**
 - a. Any full-time park **and recreation** department employee (~~Park Director, Recreation Specialist, Park Foreman, or Park Maintenance Worker~~) may enforce this policy at any sports event held on City property.
 - b. ~~Any Youth Sports Organization official or board member may enforce this policy during that organization's events.~~
 - c. If the offense is severe, or if the behavior persists, the Raymore Police Department may be called for assistance.
 - d. An incident report form (~~attachment A~~) must be completed on-site at the time of the incident by the league representative present at the event.
9. **Review:**



- a. ~~Each incident report will be reviewed by the Organization having jurisdiction over the event in which the incident occurred. ¶~~
- b. ~~Decisions related to suspension, adjustment of league rules, and/or facility conditions must be documented.~~
- c. ~~All department and youth sport organizations' incident report forms and recommendations will be reviewed by Department staff. the Youth Sports Commission at its regular monthly meeting. Recommendations for further action shall be documented. ¶~~
- d. ~~The Raymore Park and Recreation Board may will review incident reports and department organization and commission recommendations during its regular monthly meeting. Any Commission recommendations for change in Board policy or facility considerations will be shared with the Board members during the regular monthly meeting. ¶~~
- e.

10. Appeals:

- a. All appeals of decisions made by the ~~Youth Sports Organizations or the Recreation Department~~ must be made in writing and delivered to the City of Raymore Parks and Recreation Department within ten calendar days of organization action.
- b. Appeals will be heard by an appeals committee consisting of a minimum of ~~four three~~ Park Board Members and the Director of Parks and Recreation. ~~Youth Sports Commission members, one of whom must be a the Park Board member (plus ?? & ??) liaison to the Commission.~~ The person making the appeal will be entitled to meet with this committee and present any evidence relevant to the incident(s) documented by the ~~department. organization.~~
- c. The committee will render its decision in writing. All unanimous decisions shall be final. If the committee decision is not unanimous, a second appeal may be forwarded to the full Park Board for final decision ~~following the next scheduled business meeting. within ten calendar days.~~
- d. ~~No Youth Sports Organization shall be required by the City of Raymore to permit any person to participate in its events. ¶~~

V. SPORTSMANSHIP EDUCATION

1. Training and Certification ~~Recommendations Requirements~~

- a. ~~All Youth Sports Organizations using City of Raymore parks and sports facilities shall be required to provide for the certification of all head coaches in their youth leagues.~~
- b. ~~All Youth Sports Organizations using City of Raymore parks and facilities shall require their assistant coaches to attend a sportsmanship training session offered in conjunction with head coach certification. ¶~~



- c. ~~Certification and training shall be through a nationally recognized Coaches certification and training program-the National Youth Sports Coaches' Association (NYSCA) training program. If available, The program may will be administered locally by the Raymore Parks and Recreation Department staff. Department staff may shall offer training to coaches. immediately preceding each youth sports season.~~

VI. PENALTY

Any ~~coaches, players, or participants Youth Sports Organization~~ not adhering to the spirit of the policy, as determined by the ~~Raymore Parks and Recreation Department and Raymore Parks and Recreation Board Youth Sports Commission or the Park Board,~~ shall be prohibited from using City of Raymore facilities.

Any ~~coach, player or participant Youth Sports Organization not requiring coaches' training and certification, or~~ not reporting incidents of inappropriate behavior to ~~the parks and recreation department the Youth Sports Commission~~ shall be prohibited from using City of Raymore facilities.



MISCELLANEOUS ITEMS

- *August 24, 2021 - Work Session Notes*
- *September 14, 2021 - Work Session Notes*
- *October 12, 2021 - PB Tour Notes*
- *Financial Report - As of September 30, 2021*

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

**Tuesday, August 24, 2021
6:00pm**

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

Members Present: Chairman Trautman; Members Cooper, Clark, Manson and Casas. Members Bartow, Collier, Scott and Supple were absent.

Director Musteen and Superintendent Rulo were present. Superintendent Gibbs was absent.

Call to order - 6:01pm

1. Hawks Nest Update

Director Musteen provided an update on fundraising efforts for the Hawk's Nest All-Inclusive Playground. Discussion included the recent benefit concert from July 31, current donation balance, grants received and current efforts towards finishing the goal.

2. Hawk Ridge Park - West Side IMprovements

Director Musteen presented the Park Board the site plans for improvements at Hawk Ridge Park. The improvements are funded through the 2020 no tax increase bond issue. No changes were recommended. The plans will go before the board for approval in September and then presented to the Planning and Zoning committee, date to be determined.

3. Park Staff - Roles & Duties

This item was tabled for a future meeting in which all members can participate.

4. Upcoming Park Board Meeting Schedule

Park Board Chairman Trautman outlined his plan for the upcoming meeting schedule for September and October. A parks tour is scheduled for October 12 and October 26 will have City Attorney Jonathan Zerr presenting to the Board.

5. Other Business

Director Musteen updated the Board on current and upcoming capital improvement projects including the Recreation Park Trail that is now finished and the FY22 playground and skatepark projects at Recreation Park.

6. Adjournment - 6:57pm

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

**Tuesday, September 14, 2021
6:00pm**

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

Members Present: Chairman Trautman; Members Cooper, Clark, Collier, Manson and Scott. Members Bartow,, Casas and Supple were absent.

Director Musteen, Superintendent Gibbs and Superintendent Rulo were present.

1. Hawk's Nest Update

Director Musteen gave an update on the fundraising status of the Hawk's Nest All Inclusive Playground.

2. Art in the Park Locations

Staff submitted a list of recommendations for locations that are suitable for public art. Superintendent Rulo, Communications Manager Harmer and Director Musteen selected the sites for Park Board review. Director Musteen informed the Board that this item would be an action item for the next meeting.

3. Grant's Foundation 5K

Superintendent Gibbs briefed the board on a new charity event coming to Recreation Park on November 7th.

4. Fee in Lieu Update

Director Musteen provided the Board an update on the Fee in Lieu account. The update included a refresher on how fee in lieu is collected, current balance and upcoming fee in lieu payments approved by the park board.

5. Upcoming Park Board Meeting Schedule

Staff reminded Board members of the parks tour on October 12 and training on October 26.

6. Other Business

The Board was reminded that Superintendent Rulo, Athletic Coordinator Brennon and Director Musteen would be attending the National Recreation and Parks Conference in Nashville, Tennessee on September 20 - 24.

7. Adjournment - 6:50pm



Raymore Parks and Recreation Board

**Tour of the Parks
Tuesday, October 12, 2021
6:00pm**

Members Present: Chairman Trautman; Members Casas, Cooper, Clark, Collier, Manson and Scott. Members Bartow and Supple were absent.

Director Musteen and Superintendent Rulo were present.

Park Staff and Park Board members met at Centerview and went on a tour of the parks. Discussion included future plans, maintenance routine and review of what each park offers the community. The tour ended around 7:15pm.

DEPARTMENT HEAD REPORT - UNAUDITED

AS OF: SEPTEMBER 30TH, 2021

25 -PARK FUND

FINANCIAL SUMMARY

| | PRIOR YEAR ENDING PO BAL. | PRIOR YEAR PO ADJUST. | REMAINING PRIOR YEAR PO BALANCE | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBRANCE | BUDGET BALANCE | % OF BUDGET |
|------------------------------------|------------------------------|--------------------------|---------------------------------------|-------------------|-------------------|------------------------|----------------------|-------------------|----------------|
| <u>REVENUE SUMMARY</u> | | | | | | | | | |
| <u>NON-DEPARTMENTAL</u> | | | | | | | | | |
| <u>PARKS DIVISION</u> | | | | | | | | | |
| PROPERTY TAXES | 0.00 | 0.00 | 0.00 | 434,873.00 | 1,184.55 | 442,125.14 | 0.00 (| 7,252.14) | 101.67 |
| MISCELLANEOUS | 0.00 | 0.00 | 0.00 | 11,500.00 | 9,707.18 | 12,612.83 | 0.00 (| 1,112.83) | 109.68 |
| FACILITY RENTAL REVENUE | 0.00 | 0.00 | 0.00 | 7,350.00 | 820.00 | 12,198.75 | 0.00 (| 4,848.75) | 165.97 |
| TRANSFERS - INTERFUND | 0.00 | 0.00 | 0.00 | 556,192.00 | 46,349.33 | 509,842.63 | 0.00 | 46,349.37 | 91.67 |
| TOTAL PARKS DIVISION | 0.00 | 0.00 | 0.00 | 1,009,915.00 | 58,061.06 | 976,779.35 | 0.00 | 33,135.65 | 96.72 |
| <u>RECREATION DIVISION</u> | | | | | | | | | |
| CONCESSION REVENUE | 0.00 | 0.00 | 0.00 | 65,000.00 | 5,644.50 | 34,065.90 | 0.00 | 30,934.10 | 52.41 |
| FACILITY RENTAL REVENUE | 0.00 | 0.00 | 0.00 | 32,900.00 | 0.00 | 8,175.75 | 0.00 | 24,724.25 | 24.85 |
| PROGRAM REVENUE | 0.00 | 0.00 | 0.00 | 211,970.00 | 10,899.06 | 183,717.02 | 0.00 | 28,252.98 | 86.67 |
| TOTAL RECREATION DIVISION | 0.00 | 0.00 | 0.00 | 309,870.00 | 16,543.56 | 225,958.67 | 0.00 | 83,911.33 | 72.92 |
| <u>CENTERVIEW</u> | | | | | | | | | |
| FACILITY RENTAL REVENUE | 0.00 | 0.00 | 0.00 | 62,125.00 | 6,930.00 | 44,764.25 | 0.00 | 17,360.75 | 72.06 |
| PROGRAM REVENUE | 0.00 | 0.00 | 0.00 | 6,600.00 | 1,555.00 | 2,015.00 | 0.00 | 4,585.00 | 30.53 |
| TOTAL CENTERVIEW | 0.00 | 0.00 | 0.00 | 68,725.00 | 8,485.00 | 46,779.25 | 0.00 | 21,945.75 | 68.07 |
| <u>RAYMORE ACTIVITY CENTER</u> | | | | | | | | | |
| MISCELLANEOUS | 0.00 | 0.00 | 0.00 | 2,700.00 | 81.00 | 493.00 | 0.00 | 2,207.00 | 18.26 |
| CONCESSION REVENUE | 0.00 | 0.00 | 0.00 | 5,400.00 | 350.00 | 700.00 | 0.00 | 4,700.00 | 12.96 |
| FACILITY RENTAL REVENUE | 0.00 | 0.00 | 0.00 | 9,325.00 | 2,359.00 | 28,167.50 | 0.00 (| 18,842.50) | 302.06 |
| PROGRAM REVENUE | 0.00 | 0.00 | 0.00 | 179,740.00 | 3,934.00 | 157,860.01 (| 12.50) | 21,892.49 | 87.82 |
| TOTAL RAYMORE ACTIVITY CENTER | 0.00 | 0.00 | 0.00 | 197,165.00 | 6,724.00 | 187,220.51 (| 12.50) | 9,956.99 | 94.95 |
| TOTAL REVENUES | 0.00 | 0.00 | 0.00 | 1,585,675.00 | 89,813.62 | 1,436,737.78 (| 12.50) | 148,949.72 | 90.61 |
| <u>EXPENDITURE SUMMARY</u> | | | | | | | | | |
| PARKS DIVISION | 0.00 | 0.00 | 0.00 | 882,358.50 | 85,151.30 | 804,734.48 | 192.00 | 77,432.02 | 91.22 |
| RECREATION DIVISION | 0.00 | 0.00 | 0.00 | 323,138.50 | 45,134.44 | 320,913.08 | 5,918.84 (| 3,693.42) | 101.14 |
| CENTERVIEW | 0.00 | 0.00 | 0.00 | 92,782.00 | 4,990.16 | 49,249.08 | 273.79 | 43,259.13 | 53.38 |
| RAYMORE ACTIVITY CENTER | 0.00 | 0.00 | 0.00 | 227,674.50 | 22,461.26 | 194,528.15 | 2,516.98 | 30,629.37 | 86.55 |
| TOTAL EXPENDITURES | 0.00 | 0.00 | 0.00 | 1,525,953.50 | 157,737.16 | 1,369,424.79 | 8,901.61 | 147,627.10 | 90.33 |
| REVENUES OVER/(UNDER) EXPENDITURES | 0.00 | 0.00 | 0.00 | 59,721.50 (| 67,923.54) | 67,312.99 (| 8,914.11) | 1,322.62 | 97.79 |

25 -PARK FUND
 REVENUES

| | PRIOR YEAR ENDING PO BAL. | PRIOR YEAR PO ADJUST. | REMAINING PRIOR YEAR PO BALANCE | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBRANCE | BUDGET BALANCE | % OF BUDGET |
|------------------------------|------------------------------|--------------------------|---------------------------------------|-------------------|-------------------|------------------------|----------------------|-------------------|----------------|
| NON-DEPARTMENTAL | | | | | | | | | |
| ===== | | | | | | | | | |
| <u>MISCELLANEOUS</u> | | | | | | | | | |
| <u>TRANSFERS - INTERFUND</u> | | | | | | | | | |

PARKS DIVISION
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| <u>PROPERTY TAXES</u> | | | | | | | | | |
|--|-------------|-------------|-------------|-------------------|------------------|-------------------|-------------|--------------------|---------------|
| 25-4010-0000 REAL ESTATE PROPERTY TAX | 0.00 | 0.00 | 0.00 | 369,260.00 | 362.30 | 369,789.06 | 0.00 | (529.06) | 100.14 |
| 25-4020-0000 PERSONAL PROPERTY TAX | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>65,613.00</u> | <u>822.25</u> | <u>72,336.08</u> | <u>0.00</u> | <u>(6,723.08)</u> | <u>110.25</u> |
| TOTAL PROPERTY TAXES | 0.00 | 0.00 | 0.00 | 434,873.00 | 1,184.55 | 442,125.14 | 0.00 | (7,252.14) | 101.67 |
| <u>MISCELLANEOUS</u> | | | | | | | | | |
| 25-4340-0000 REFUNDS & REIMBURSEMENTS | 0.00 | 0.00 | 0.00 | 0.00 | 9,588.92 | 7,358.92 | 0.00 | (7,358.92) | 0.00 |
| 25-4350-0000 INTEREST REVENUE | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>11,500.00</u> | <u>118.26</u> | <u>5,253.91</u> | <u>0.00</u> | <u>6,246.09</u> | <u>45.69</u> |
| TOTAL MISCELLANEOUS | 0.00 | 0.00 | 0.00 | 11,500.00 | 9,707.18 | 12,612.83 | 0.00 | (1,112.83) | 109.68 |
| <u>FACILITY RENTAL REVENUE</u> | | | | | | | | | |
| 25-4710-0000 PARK RENTAL FEES | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>7,350.00</u> | <u>820.00</u> | <u>12,198.75</u> | <u>0.00</u> | <u>(4,848.75)</u> | <u>165.97</u> |
| TOTAL FACILITY RENTAL REVENUE | 0.00 | 0.00 | 0.00 | 7,350.00 | 820.00 | 12,198.75 | 0.00 | (4,848.75) | 165.97 |
| <u>TRANSFERS - INTERFUND</u> | | | | | | | | | |
| 25-4901-0000 TRANSFER FROM GENERAL FUN | 0.00 | 0.00 | 0.00 | 100,000.00 | 8,333.33 | 91,666.63 | 0.00 | 8,333.37 | 91.67 |
| 25-4903-0000 TRANSFER FROM VERP | 0.00 | 0.00 | 0.00 | 56,192.00 | 4,682.67 | 51,509.37 | 0.00 | 4,682.63 | 91.67 |
| 25-4947-0000 TRANSFER FROM PARK SALES | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>400,000.00</u> | <u>33,333.33</u> | <u>366,666.63</u> | <u>0.00</u> | <u>33,333.37</u> | <u>91.67</u> |
| TOTAL TRANSFERS - INTERFUND | 0.00 | 0.00 | 0.00 | 556,192.00 | 46,349.33 | 509,842.63 | 0.00 | 46,349.37 | 91.67 |
| TOTAL PARKS DIVISION | 0.00 | 0.00 | 0.00 | 1,009,915.00 | 58,061.06 | 976,779.35 | 0.00 | 33,135.65 | 96.72 |

RECREATION DIVISION
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| | | | | | | | | | |
|---------------------------|-------------|-------------|-------------|------------------|-----------------|------------------|-------------|------------------|--------------|
| <u>PROPERTY TAXES</u> | | | | | | | | | |
| <u>MISCELLANEOUS</u> | | | | | | | | | |
| <u>CONCESSION REVENUE</u> | | | | | | | | | |
| 26-4700-0000 CONCESSION | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>65,000.00</u> | <u>5,644.50</u> | <u>34,065.90</u> | <u>0.00</u> | <u>30,934.10</u> | <u>52.41</u> |
| TOTAL CONCESSION REVENUE | 0.00 | 0.00 | 0.00 | 65,000.00 | 5,644.50 | 34,065.90 | 0.00 | 30,934.10 | 52.41 |

25 -PARK FUND
 REVENUES

| | PRIOR YEAR ENDING PO BAL. | PRIOR YEAR PO ADJUST. | REMAINING PRIOR YEAR PO BALANCE | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBRANCE | BUDGET BALANCE | % OF BUDGET |
|--|------------------------------|--------------------------|---------------------------------------|-------------------|-------------------|------------------------|----------------------|-------------------|----------------|
| <u>FACILITY RENTAL REVENUE</u> | | | | | | | | | |
| 26-4710-0000 RENTAL FEES | 0.00 | 0.00 | 0.00 | 32,900.00 | 0.00 | 8,175.75 | 0.00 | 24,724.25 | 24.85 |
| TOTAL FACILITY RENTAL REVENUE | 0.00 | 0.00 | 0.00 | 32,900.00 | 0.00 | 8,175.75 | 0.00 | 24,724.25 | 24.85 |
| <u>PROGRAM REVENUE</u> | | | | | | | | | |
| 26-4715-1600 PROGRAM - LEAGUE MISC | 0.00 | 0.00 | 0.00 | 11,320.00 | 4,234.06 | 27,647.02 | 0.00 | (16,327.02) | 244.23 |
| 26-4715-1605 PROGRAM - DAY CAMP | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 312.00 | 0.00 | (312.00) | 0.00 |
| 26-4715-1610 PROGRAM - BASEBALL/SOFTBA | 0.00 | 0.00 | 0.00 | 83,200.00 | 2,350.00 | 74,790.00 | 0.00 | 8,410.00 | 89.89 |
| 26-4715-1615 PROGRAM - BASKETBALL | 0.00 | 0.00 | 0.00 | 0.00 | 150.00 | 150.00 | 0.00 | (150.00) | 0.00 |
| 26-4715-1620 PROGRAM - SOCCER | 0.00 | 0.00 | 0.00 | 70,400.00 | 455.00 | 47,468.00 | 0.00 | 22,932.00 | 67.43 |
| 26-4715-1625 PROGRAM - ADULT SOFTBALL | 0.00 | 0.00 | 0.00 | 15,300.00 | 2,250.00 | 14,680.00 | 0.00 | 620.00 | 95.95 |
| 26-4715-1630 PROGRAM - MISC | 0.00 | 0.00 | 0.00 | 0.00 | 15.00 | 45.00 | 0.00 | (45.00) | 0.00 |
| 26-4715-1635 PROGRAM - INSTRUCTIONAL | 0.00 | 0.00 | 0.00 | 1,500.00 | 200.00 | 2,170.00 | 0.00 | (670.00) | 144.67 |
| 26-4715-1640 PROGRAM - TINY SPORTS | 0.00 | 0.00 | 0.00 | 12,150.00 | 1,170.00 | 9,920.00 | 0.00 | 2,230.00 | 81.65 |
| 26-4720-0000 SPECIAL EVENT CONTRIBUTIO | 0.00 | 0.00 | 0.00 | 18,100.00 | 75.00 | 6,535.00 | 0.00 | 11,565.00 | 36.10 |
| TOTAL PROGRAM REVENUE | 0.00 | 0.00 | 0.00 | 211,970.00 | 10,899.06 | 183,717.02 | 0.00 | 28,252.98 | 86.67 |
| TOTAL RECREATION DIVISION | 0.00 | 0.00 | 0.00 | 309,870.00 | 16,543.56 | 225,958.67 | 0.00 | 83,911.33 | 72.92 |

CENTERVIEW
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| | | | | | | | | | |
|--------------------------------|------|------|------|-----------|----------|-----------|------|-----------|-------|
| <u>MISCELLANEOUS</u> | | | | | | | | | |
| <u>FACILITY RENTAL REVENUE</u> | | | | | | | | | |
| 27-4710-0000 RENTAL FEES | 0.00 | 0.00 | 0.00 | 62,125.00 | 6,930.00 | 44,764.25 | 0.00 | 17,360.75 | 72.06 |
| TOTAL FACILITY RENTAL REVENUE | 0.00 | 0.00 | 0.00 | 62,125.00 | 6,930.00 | 44,764.25 | 0.00 | 17,360.75 | 72.06 |
| <u>PROGRAM REVENUE</u> | | | | | | | | | |
| 27-4715-1600 PROGRAMS-MISC | 0.00 | 0.00 | 0.00 | 6,600.00 | 1,555.00 | 2,015.00 | 0.00 | 4,585.00 | 30.53 |
| TOTAL PROGRAM REVENUE | 0.00 | 0.00 | 0.00 | 6,600.00 | 1,555.00 | 2,015.00 | 0.00 | 4,585.00 | 30.53 |
| TOTAL CENTERVIEW | 0.00 | 0.00 | 0.00 | 68,725.00 | 8,485.00 | 46,779.25 | 0.00 | 21,945.75 | 68.07 |

RAYMORE ACTIVITY CENTER
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| | | | | | | | | | |
|------------------------------------|------|------|------|----------|--------|--------|------|----------|-------|
| <u>MISCELLANEOUS</u> | | | | | | | | | |
| 28-4370-0000 MISCELLANEOUS REVENUE | 0.00 | 0.00 | 0.00 | 2,700.00 | 81.00 | 493.00 | 0.00 | 2,207.00 | 18.26 |
| TOTAL MISCELLANEOUS | 0.00 | 0.00 | 0.00 | 2,700.00 | 81.00 | 493.00 | 0.00 | 2,207.00 | 18.26 |
| <u>CONCESSION REVENUE</u> | | | | | | | | | |
| 28-4700-0000 CONCESSION | 0.00 | 0.00 | 0.00 | 5,400.00 | 350.00 | 700.00 | 0.00 | 4,700.00 | 12.96 |
| TOTAL CONCESSION REVENUE | 0.00 | 0.00 | 0.00 | 5,400.00 | 350.00 | 700.00 | 0.00 | 4,700.00 | 12.96 |

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 | 418,357.00 | 57,912.55 | 389,990.23 | 0.00 | 28,366.77 | 93.22 |
| 25-5010-1250 SALARIES/WAGES | 0.00 | 0.00 | 0.00 | 0.00 | (11,664.00) | 0.00 | 0.00 | 0.00 | 0.00 |
| 25-5020-0000 FICA | 0.00 | 0.00 | 0.00 | 33,281.00 | 4,847.66 | 29,369.96 | 0.00 | 3,911.04 | 88.25 |
| 25-5020-1250 FICA | 0.00 | 0.00 | 0.00 | 0.00 | (991.67) | 7.34 | 0.00 | (7.34) | 0.00 |
| 25-5030-0000 UNEMPLOYMENT | 0.00 | 0.00 | 0.00 | 480.00 | 0.00 | 131.49 | 0.00 | 348.51 | 27.39 |
| 25-5040-0000 GROUP INSURANCE | 0.00 | 0.00 | 0.00 | 85,711.00 | 6,366.46 | 75,479.77 | 0.00 | 10,231.23 | 88.06 |
| 25-5045-0000 LAGERS | 0.00 | 0.00 | 0.00 | 64,595.00 | 7,407.38 | 52,989.57 | 0.00 | 11,605.43 | 82.03 |
| 25-5050-0000 OVERTIME | 0.00 | 0.00 | 0.00 | 16,690.00 | 7,447.92 | 16,911.90 | 0.00 | (221.90) | 101.33 |
| 25-5050-1250 OVERTIME | 0.00 | 0.00 | 0.00 | 0.00 | (1,395.00) | 0.00 | 0.00 | 0.00 | 0.00 |
| 25-5060-0000 WORKERS COMP | 0.00 | 0.00 | 0.00 | 7,477.00 | 774.20 | 7,491.93 | 0.00 | (14.93) | 100.20 |
| TOTAL PERSONNEL | 0.00 | 0.00 | 0.00 | 626,591.00 | 70,705.50 | 572,372.19 | 0.00 | 54,218.81 | 91.35 |
| <u>COMMODITIES</u> | | | | | | | | | |
| 25-6065-1250 EQUIPMENT & FIXTURES-PARK | 0.00 | 0.00 | 0.00 | 5,200.00 | 0.00 | 4,654.00 | 0.00 | 546.00 | 89.50 |
| 25-6070-1250 FUEL/OIL | 0.00 | 0.00 | 0.00 | 10,392.00 | 1,939.07 | 9,058.90 | 0.00 | 1,333.10 | 87.17 |
| 25-6150-1010 OFFICE SUPPLIES | 0.00 | 0.00 | 0.00 | 800.00 | 0.00 | 206.57 | 0.00 | 593.43 | 25.82 |
| 25-6260-1250 TOOLS/EQUIPMENT | 0.00 | 0.00 | 0.00 | 1,200.00 | 0.00 | 990.07 | 0.00 | 209.93 | 82.51 |
| 25-6270-1010 UNIFORMS | 0.00 | 0.00 | 0.00 | 225.00 | 0.00 | 0.00 | 0.00 | 225.00 | 0.00 |
| 25-6270-1250 UNIFORMS | 0.00 | 0.00 | 0.00 | 3,892.50 | 0.00 | 4,606.36 | 0.00 | (713.86) | 118.34 |
| TOTAL COMMODITIES | 0.00 | 0.00 | 0.00 | 21,709.50 | 1,939.07 | 19,515.90 | 0.00 | 2,193.60 | 89.90 |
| <u>MAINTENANCE & REPAIRS</u> | | | | | | | | | |
| 25-6400-1250 BUILDING MAINTENANCE | 0.00 | 0.00 | 0.00 | 1,500.00 | 0.00 | 1,836.98 | 0.00 | (336.98) | 122.47 |
| 25-6410-1250 EQUIPMENT MAINTENANCE | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 | 474.54 | 0.00 | 25.46 | 94.91 |
| 25-6430-1250 GROUNDS MAINTENANCE | 0.00 | 0.00 | 0.00 | 38,000.00 | 1,844.16 | 42,810.69 | 192.00 | (5,002.69) | 113.16 |
| 25-6430-1255 GROUNDS MAINT-TREES | 0.00 | 0.00 | 0.00 | 5,000.00 | 0.00 | 700.00 | 0.00 | 4,300.00 | 14.00 |
| 25-6490-1010 VEHICLE MAINTENANCE | 0.00 | 0.00 | 0.00 | 750.00 | 28.64 | 361.42 | 0.00 | 388.58 | 48.19 |
| TOTAL MAINTENANCE & REPAIRS | 0.00 | 0.00 | 0.00 | 45,750.00 | 1,872.80 | 46,183.63 | 192.00 | (625.63) | 101.37 |
| <u>UTILITIES</u> | | | | | | | | | |
| 25-6800-1010 ELECTRICITY | 0.00 | 0.00 | 0.00 | 44,784.00 | 3,804.84 | 39,254.63 | 0.00 | 5,529.37 | 87.65 |
| 25-6810-1010 WATER | 0.00 | 0.00 | 0.00 | 75.00 | 41.94 | 244.05 | 0.00 | (169.05) | 325.40 |
| 25-6850-1010 TRASH | 0.00 | 0.00 | 0.00 | 4,200.00 | 0.00 | 2,199.31 | 0.00 | 2,000.69 | 52.36 |
| TOTAL UTILITIES | 0.00 | 0.00 | 0.00 | 49,059.00 | 3,846.78 | 41,697.99 | 0.00 | 7,361.01 | 85.00 |
| <u>CONTRACTUAL</u> | | | | | | | | | |
| 25-7020-1010 ADVERTISING/LEGAL NOTICES | 0.00 | 0.00 | 0.00 | 100.00 | 0.00 | 270.00 | 0.00 | (170.00) | 270.00 |
| 25-7090-1010 ED/TRAIN/SEMINAR | 0.00 | 0.00 | 0.00 | 3,940.00 | 0.00 | 2,972.22 | 0.00 | 967.78 | 75.44 |
| 25-7090-1255 EDUCATION/TRAINING/SEMINA | 0.00 | 0.00 | 0.00 | 600.00 | 0.00 | 275.00 | 0.00 | 325.00 | 45.83 |
| 25-7140-1250 EQUIPMENT RENTAL | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 25-7180-1010 INSURANCE | 0.00 | 0.00 | 0.00 | 13,553.00 | 0.00 | 14,093.29 | 0.00 | (540.29) | 103.99 |
| 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 | 7,050.00 | 624.96 | 2,751.28 | 0.00 | 4,298.72 | 39.03 |
| 25-7240-1250 MEALS/LODGING/MILEAGE | 0.00 | 0.00 | 0.00 | 0.00 | 172.31 | 172.31 | 0.00 | (172.31) | 0.00 |
| 25-7240-1255 MEALS/LODGING/MILEAGE | 0.00 | 0.00 | 0.00 | 250.00 | 0.00 | 0.00 | 0.00 | 250.00 | 0.00 |
| 25-7250-1010 MEMBERSHIP DUES | 0.00 | 0.00 | 0.00 | 1,950.00 | 42.25 | 1,797.25 | 0.00 | 152.75 | 92.17 |
| 25-7280-1010 MISCELLANEOUS EXP | 0.00 | 0.00 | 0.00 | 220.00 | 0.00 | 254.77 | 0.00 | (34.77) | 115.80 |

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 |
|--|------------------------------|--------------------------|---------------------------------------|-------------------|-------------------|------------------------|----------------------|-------------------|----------------|
|--|------------------------------|--------------------------|---------------------------------------|-------------------|-------------------|------------------------|----------------------|-------------------|----------------|

PERSONNEL

| | | | | | | | | | |
|------------------------------|-------------|-------------|-------------|-----------------|---------------|-----------------|-------------|-----------------|---------------|
| 26-5010-0000 SALARIES/WAGES | 0.00 | 0.00 | 0.00 | 124,267.00 | 10,387.76 | 77,378.97 | 0.00 | 46,888.03 | 62.27 |
| 26-5010-1310 SALARIES/WAGES | 0.00 | 0.00 | 0.00 | 0.00 | 8,185.76 | 66,075.26 | 0.00 | (66,075.26) | 0.00 |
| 26-5020-0000 FICA | 0.00 | 0.00 | 0.00 | 9,833.00 | 954.69 | 6,410.84 | 0.00 | 3,422.16 | 65.20 |
| 26-5020-1310 FICA | 0.00 | 0.00 | 0.00 | 0.00 | 572.63 | 4,498.26 | 0.00 | (4,498.26) | 0.00 |
| 26-5030-0000 UNEMPLOYMENT | 0.00 | 0.00 | 0.00 | 128.00 | 0.00 | 34.76 | 0.00 | 93.24 | 27.16 |
| 26-5040-0000 GROUP INSURANCE | 0.00 | 0.00 | 0.00 | 17,693.00 | 723.04 | 7,936.10 | 0.00 | 9,756.90 | 44.85 |
| 26-5040-1310 GROUP INSURANCE | 0.00 | 0.00 | 0.00 | 0.00 | 984.15 | 10,846.17 | 0.00 | (10,846.17) | 0.00 |
| 26-5045-0000 LAGERS | 0.00 | 0.00 | 0.00 | 15,791.00 | 1,529.28 | 10,635.18 | 0.00 | 5,155.82 | 67.35 |
| 26-5045-1310 LAGERS | 0.00 | 0.00 | 0.00 | 0.00 | 1,107.39 | 5,973.84 | 0.00 | (5,973.84) | 0.00 |
| 26-5050-0000 OVERTIME | 0.00 | 0.00 | 0.00 | 4,272.00 | 2,104.07 | 6,548.83 | 0.00 | (2,276.83) | 153.30 |
| 26-5060-0000 WORKERS COMP | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>7,477.00</u> | <u>774.20</u> | <u>7,491.93</u> | <u>0.00</u> | <u>(14.93)</u> | <u>100.20</u> |
| TOTAL PERSONNEL | 0.00 | 0.00 | 0.00 | 179,461.00 | 27,322.97 | 203,830.14 | 0.00 | (24,369.14) | 113.58 |

COMMODITIES

| | | | | | | | | | |
|--|-------------|-------------|-------------|---------------|-------------|---------------|-------------|----------------|---------------|
| 26-6150-1010 OFFICE SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 348.27 | 0.00 | (348.27) | 0.00 |
| 26-6190-1010 POSTAGE | 0.00 | 0.00 | 0.00 | 180.00 | 0.00 | 3.97 | 0.00 | 176.03 | 2.21 |
| 26-6260-1010 TOOLS/EQUIPMENT/ADMIN | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 26-6260-1600 TOOLS/EQUIPMENT-MISC | 0.00 | 0.00 | 0.00 | 200.00 | 0.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| 26-6260-1610 TOOLS/EQUIP- BASEBALL/SOF | 0.00 | 0.00 | 0.00 | 2,500.00 | 0.00 | 3,003.50 | 0.00 | (503.50) | 120.14 |
| 26-6260-1620 TOOLS/EQUIPMENT - SOCCER | 0.00 | 0.00 | 0.00 | 1,700.00 | 0.00 | 499.90 | 0.00 | 1,200.10 | 29.41 |
| 26-6260-1640 TOOLS/EQUIPMENT - TINY SP | 0.00 | 0.00 | 0.00 | 500.00 | 9.76 | 90.76 | 0.00 | 409.24 | 18.15 |
| 26-6270-1010 UNIFORMS | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>470.00</u> | <u>0.00</u> | <u>470.25</u> | <u>0.00</u> | <u>(0.25)</u> | <u>100.05</u> |
| TOTAL COMMODITIES | 0.00 | 0.00 | 0.00 | 6,050.00 | 9.76 | 4,416.65 | 0.00 | 1,633.35 | 73.00 |

UTILITIES

CONTRACTUAL

| | | | | | | | | | |
|--|-------------|-------------|-------------|------------------|---------------|------------------|-------------|-----------------|--------------|
| 26-7060-1010 CONCESSION EXP-ADMINISTRA | 0.00 | 0.00 | 0.00 | 28,200.00 | 2,414.37 | 19,492.88 | 2,441.34 | 6,265.78 | 77.78 |
| 26-7090-1010 ED/TRAIN/SEMINAR | 0.00 | 0.00 | 0.00 | 2,980.00 | 0.00 | 1,139.00 | 0.00 | 1,841.00 | 38.22 |
| 26-7240-1010 MEALS/LODGING/MILEAGE | 0.00 | 0.00 | 0.00 | 4,650.00 | 305.00 | 2,539.54 | 0.00 | 2,110.46 | 54.61 |
| 26-7250-1010 MEMBERSHIP DUES | 0.00 | 0.00 | 0.00 | 115.00 | 0.00 | 114.77 | 0.00 | 0.23 | 99.80 |
| 26-7280-1290 MISC/CASH/DEBT MGMT | 0.00 | 0.00 | 0.00 | 6,960.00 | 1,100.35 | 10,755.73 | 0.00 | (3,795.73) | 154.54 |
| 26-7330-1600 PROGRAM - MISC LEAGUES | 0.00 | 0.00 | 0.00 | 4,020.00 | 600.48 | 4,553.51 | 106.50 | (640.01) | 115.92 |
| 26-7330-1610 PROGRAM - BASEBALL/SOFTBA | 0.00 | 0.00 | 0.00 | 34,110.00 | 6,537.12 | 28,942.39 | 1,460.00 | 3,707.61 | 89.13 |
| 26-7330-1620 PROGRAM - SOCCER | 0.00 | 0.00 | 0.00 | 15,802.50 | 4,387.35 | 13,041.73 | 1,053.50 | 1,707.27 | 89.20 |
| 26-7330-1625 PROGRAM - ADULT SOFTBALL | 0.00 | 0.00 | 0.00 | 4,800.00 | 1,054.00 | 6,654.25 | 0.00 | (1,854.25) | 138.63 |
| 26-7330-1635 PROGRAM - INSTRUCTION | 0.00 | 0.00 | 0.00 | 500.00 | 315.00 | 315.00 | 472.50 | (287.50) | 157.50 |
| 26-7330-1640 PROGRAM - TINY SPORTS | 0.00 | 0.00 | 0.00 | 1,800.00 | 57.12 | 671.36 | 385.00 | 743.64 | 58.69 |
| 26-7340-1600 RENT | 0.00 | 0.00 | 0.00 | 5,540.00 | 299.00 | 2,758.00 | 0.00 | 2,782.00 | 49.78 |
| 26-7370-1600 SPECIAL EVENTS | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>28,150.00</u> | <u>731.92</u> | <u>21,688.13</u> | <u>0.00</u> | <u>6,461.87</u> | <u>77.04</u> |
| TOTAL CONTRACTUAL | 0.00 | 0.00 | 0.00 | 137,627.50 | 17,801.71 | 112,666.29 | 5,918.84 | 19,042.37 | 86.16 |

25 -PARK FUND

CENTERVIEW

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> | | | | | | | | | |
| 27-5010-0000 SALARIES/WAGES | 0.00 | 0.00 | 0.00 | 44,839.00 | 1,575.96 | 14,262.94 | 0.00 | 30,576.06 | 31.81 |
| 27-5020-0000 FICA | 0.00 | 0.00 | 0.00 | 3,479.00 | 142.96 | 1,192.68 | 0.00 | 2,286.32 | 34.28 |
| 27-5030-0000 UNEMPLOYMENT | 0.00 | 0.00 | 0.00 | 32.00 | 0.00 | 8.67 | 0.00 | 23.33 | 27.09 |
| 27-5040-0000 GROUP INSURANCE | 0.00 | 0.00 | 0.00 | 4,655.00 | 6.61 | 72.59 | 0.00 | 4,582.41 | 1.56 |
| 27-5045-0000 LAGERS | 0.00 | 0.00 | 0.00 | 3,731.00 | 203.42 | 1,441.04 | 0.00 | 2,289.96 | 38.62 |
| 27-5050-0000 OVERTIME | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>636.00</u> | <u>292.45</u> | <u>1,328.25</u> | <u>0.00</u> | <u>(692.25)</u> | <u>208.84</u> |
| TOTAL PERSONNEL | 0.00 | 0.00 | 0.00 | 57,372.00 | 2,221.40 | 18,306.17 | 0.00 | 39,065.83 | 31.91 |
| <u>COMMODITIES</u> | | | | | | | | | |
| 27-6065-1010 EQUIPMENT & FIXTURES | 0.00 | 0.00 | 0.00 | 200.00 | 0.00 | 252.50 | 0.00 | (52.50) | 126.25 |
| 27-6150-1010 SUPPLIES | 0.00 | 0.00 | 0.00 | 2,000.00 | 102.81 | 2,244.11 | 12.76 | (256.87) | 112.84 |
| 27-6260-1600 TOOLS/EQUIP - MISC | 0.00 | 0.00 | 0.00 | 100.00 | 0.00 | 99.96 | 0.00 | 0.04 | 99.96 |
| 27-6270-1010 UNIFORMS | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>96.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>96.00</u> | <u>0.00</u> |
| TOTAL COMMODITIES | 0.00 | 0.00 | 0.00 | 2,396.00 | 102.81 | 2,596.57 | 12.76 | (213.33) | 108.90 |
| <u>MAINTENANCE & REPAIRS</u> | | | | | | | | | |
| 27-6400-1010 BUILDING MAINTENANCE | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 | 943.90 | 0.00 | 56.10 | 94.39 |
| 27-6410-1010 EQUIPMENT MAINTENANCE | 0.00 | 0.00 | 0.00 | 200.00 | 0.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| 27-6430-1010 GROUNDS MAINTENANCE | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>800.00</u> | <u>0.00</u> | <u>625.00</u> | <u>125.00</u> | <u>50.00</u> | <u>93.75</u> |
| TOTAL MAINTENANCE & REPAIRS | 0.00 | 0.00 | 0.00 | 2,000.00 | 0.00 | 1,568.90 | 125.00 | 306.10 | 84.70 |
| <u>UTILITIES</u> | | | | | | | | | |
| 27-6800-1010 ELECTRICITY | 0.00 | 0.00 | 0.00 | 6,708.00 | 1,116.02 | 7,133.11 | 0.00 | (425.11) | 106.34 |
| 27-6820-1010 NATURAL GAS/PROPANE | 0.00 | 0.00 | 0.00 | 3,000.00 | 37.61 | 2,198.24 | 0.00 | 801.76 | 73.27 |
| 27-6850-1010 TRASH | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>960.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>960.00</u> | <u>0.00</u> |
| TOTAL UTILITIES | 0.00 | 0.00 | 0.00 | 10,668.00 | 1,153.63 | 9,331.35 | 0.00 | 1,336.65 | 87.47 |
| <u>CONTRACTUAL</u> | | | | | | | | | |
| 27-7020-1010 ADVERTISING | 0.00 | 0.00 | 0.00 | 100.00 | 0.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 27-7280-1010 MISCELLANEOUS EXPENSE | 0.00 | 0.00 | 0.00 | 80.00 | 0.00 | 120.00 | 0.00 | (40.00) | 150.00 |
| 27-7300-1010 COPIER EXPENSE | 0.00 | 0.00 | 0.00 | 2,076.00 | 532.32 | 3,268.30 | 96.03 | (1,288.33) | 162.06 |
| 27-7315-1010 PRINTING | 0.00 | 0.00 | 0.00 | 300.00 | 0.00 | 35.00 | 0.00 | 265.00 | 11.67 |
| 27-7320-1010 PROFESSIONAL SERVICES | 0.00 | 0.00 | 0.00 | 13,190.00 | 980.00 | 13,655.29 | 40.00 | (505.29) | 103.83 |
| 27-7330-1600 PROGRAM - MISCELLANEOUS | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>4,600.00</u> | <u>0.00</u> | <u>367.50</u> | <u>0.00</u> | <u>4,232.50</u> | <u>7.99</u> |
| TOTAL CONTRACTUAL | 0.00 | 0.00 | 0.00 | 20,346.00 | 1,512.32 | 17,446.09 | 136.03 | 2,763.88 | 86.42 |
| <u>CAPITAL PROJECTS</u> | | | | | | | | | |
| TOTAL CENTERVIEW | 0.00 | 0.00 | 0.00 | 92,782.00 | 4,990.16 | 49,249.08 | 273.79 | 43,259.13 | 53.38 |

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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> | | | | | | | | | |
| 28-5010-0000 SALARIES/WAGES | 0.00 | 0.00 | 0.00 | 120,168.00 | 14,226.72 | 127,985.84 | 0.00 (| 7,817.84) | 106.51 |
| 28-5020-0000 FICA | 0.00 | 0.00 | 0.00 | 9,356.00 | 1,159.42 | 10,053.33 | 0.00 (| 697.33) | 107.45 |
| 28-5030-0000 UNEMPLOYMENT | 0.00 | 0.00 | 0.00 | 64.00 | 0.00 | 17.40 | 0.00 | 46.60 | 27.19 |
| 28-5040-0000 GROUP INSURANCE | 0.00 | 0.00 | 0.00 | 9,721.00 | 436.88 | 4,798.83 | 0.00 | 4,922.17 | 49.37 |
| 28-5045-0000 LAGERS | 0.00 | 0.00 | 0.00 | 8,055.00 | 753.97 | 5,431.38 | 0.00 | 2,623.62 | 67.43 |
| 28-5050-0000 OVERTIME | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>2,139.00</u> | <u>938.38</u> | <u>3,530.78</u> | <u>0.00</u> | <u>(1,391.78)</u> | <u>165.07</u> |
| TOTAL PERSONNEL | 0.00 | 0.00 | 0.00 | 149,503.00 | 17,515.37 | 151,817.56 | 0.00 (| 2,314.56) | 101.55 |
| <u>COMMODITIES</u> | | | | | | | | | |
| 28-6065-1010 EQUIPMENT & FIXTURES | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 | 579.98 | 0.00 | 420.02 | 58.00 |
| 28-6150-1010 SUPPLIES | 0.00 | 0.00 | 0.00 | 750.00 | 0.00 | 805.04 | 65.26 (| 120.30) | 116.04 |
| 28-6260-1600 TOOLS/EQUIP - LEAGUE MISC | 0.00 | 0.00 | 0.00 | 600.00 | 0.00 | 212.50 | 0.00 | 387.50 | 35.42 |
| 28-6260-1605 TOOLS/EQUIP - DAY CAMP | 0.00 | 0.00 | 0.00 | 2,900.00 | 229.94 | 3,135.00 | 0.00 (| 235.00) | 108.10 |
| 28-6260-1615 TOOLS/EQUIP - BASKETBALL | 0.00 | 0.00 | 0.00 | 600.00 | 0.00 | 450.00 | 0.00 | 150.00 | 75.00 |
| 28-6260-1630 TOOLS/EQUIP - MISC | 0.00 | 0.00 | 0.00 | 800.00 | 0.00 | 0.00 | 0.00 | 800.00 | 0.00 |
| 28-6270-1010 UNIFORMS | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>180.00</u> | <u>0.00</u> | <u>61.46</u> | <u>0.00</u> | <u>118.54</u> | <u>34.14</u> |
| TOTAL COMMODITIES | 0.00 | 0.00 | 0.00 | 6,830.00 | 229.94 | 5,243.98 | 65.26 | 1,520.76 | 77.73 |
| <u>MAINTENANCE & REPAIRS</u> | | | | | | | | | |
| 28-6400-1010 BUILDING MAINTENANCE | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 | 784.47 | 0.00 | 215.53 | 78.45 |
| 28-6430-1010 GROUNDS MAINTENANCE | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>800.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>800.00</u> | <u>0.00</u> |
| TOTAL MAINTENANCE & REPAIRS | 0.00 | 0.00 | 0.00 | 1,800.00 | 0.00 | 784.47 | 0.00 | 1,015.53 | 43.58 |
| <u>UTILITIES</u> | | | | | | | | | |
| 28-6800-1010 ELECTRICITY | 0.00 | 0.00 | 0.00 | 7,440.00 | 1,475.93 | 8,799.53 | 0.00 (| 1,359.53) | 118.27 |
| 28-6820-1010 NATURAL GAS/PROPANE | 0.00 | 0.00 | 0.00 | 3,240.00 | 45.41 | 2,884.23 | 0.00 | 355.77 | 89.02 |
| 28-6850-1010 TRASH | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>960.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>960.00</u> | <u>0.00</u> |
| TOTAL UTILITIES | 0.00 | 0.00 | 0.00 | 11,640.00 | 1,521.34 | 11,683.76 | 0.00 (| 43.76) | 100.38 |
| <u>CONTRACTUAL</u> | | | | | | | | | |
| 28-7060-1010 CONCESSION EXP - RAC | 0.00 | 0.00 | 0.00 | 2,100.00 | 281.94 | 281.94 | 0.00 | 1,818.06 | 13.43 |
| 28-7300-1010 COPIER EXPENSE | 0.00 | 0.00 | 0.00 | 1,154.00 | 122.98 | 759.96 | 32.42 | 361.62 | 68.66 |
| 28-7320-1010 PROFESSIONAL SERVICES | 0.00 | 0.00 | 0.00 | 4,340.00 | 1,295.73 | 6,924.29 | 424.75 (| 3,009.04) | 169.33 |
| 28-7330-1600 PROGRAM - LEAGUE MISC | 0.00 | 0.00 | 0.00 | 5,000.00 | 405.75 | 4,766.27 | 1,994.55 (| 1,760.82) | 135.22 |
| 28-7330-1605 PROGRAM - DAY CAMP | 0.00 | 0.00 | 0.00 | 25,275.00 | 445.71 | 4,581.13 | 0.00 | 20,693.87 | 18.13 |
| 28-7330-1615 PROGRAM - BASKETBALL | 0.00 | 0.00 | 0.00 | 8,432.50 | 0.00 | 5,912.29 | 0.00 | 2,520.21 | 70.11 |
| 28-7330-1630 PROGRAM - MISC | 0.00 | 0.00 | 0.00 | 4,000.00 | 0.00 | 50.00 | 0.00 | 3,950.00 | 1.25 |
| 28-7330-1645 PROGRAM - FITNESS | 0.00 | 0.00 | 0.00 | 7,350.00 | 642.50 | 1,722.50 | 0.00 | 5,627.50 | 23.44 |
| 28-7330-1655 PROGRAM - ADULT BASKETBAL | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>250.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>250.00</u> | <u>0.00</u> |
| TOTAL CONTRACTUAL | 0.00 | 0.00 | 0.00 | 57,901.50 | 3,194.61 | 24,998.38 | 2,451.72 | 30,451.40 | 47.41 |
| <u>CAPITAL PROJECTS</u> | | | | | | | | | |
| TOTAL RAYMORE ACTIVITY CENTER | 0.00 | 0.00 | 0.00 | 227,674.50 | 22,461.26 | 194,528.15 | 2,516.98 | 30,629.37 | 86.55 |
| TOTAL EXPENDITURES | 0.00 | 0.00 | 0.00 | 1,525,953.50 | 157,737.16 | 1,369,424.79 | 8,901.61 | 147,627.10 | 90.33 |
| REVENUES OVER/(UNDER) EXPENDITURES | 0.00 | 0.00 | 0.00 | (1,525,953.50) | (157,737.16) | (1,369,424.79) | (8,901.61) | (147,627.10) | 90.33 |

*** END OF REPORT ***