



RAYMORE PARKS AND RECREATION BOARD

AGENDA

Tuesday, February 28, 2023

6:00PM - 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**
- 5. Consent Agenda.**
The items on the Consent Agenda are approved by a single action of the Park Board. If any Board Member would like to have an item removed from the Consent Agenda and considered separately, he/she may so request.
 - A. Park Board Minutes January 24, 2023
- 6. Staff Reports**
Recreation/Facilities Superintendent
Parks Superintendent
Parks & Recreation Director
- 7. Unfinished Business - None**
- 8. New Business - None**
- 9. Public Comment**
- 10. Board Member Comment**
- 11. Adjournment**

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

- *January 24, 2023 - Work Session Notes*
- *Financial Report - As of January 31, 2023*

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, JANUARY 24, 2023, IN COUNCIL CHAMBERS AT 100 MUNICIPAL CIRCLE, RAYMORE, MISSOURI.

MEMBERS PRESENT: Chairman Trautman; Members Clark, Collier, Cooper, Manson, Mapes and Scott. Member Hoover was absent.

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

1. Call to Order: Chairman Trautman called the meeting to order at 6:00 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	November 22, 2022
B. Park Board Minutes (Special Meeting)	December 13, 2022
C. Park Board Minutes (Special Meeting)	December 28, 2022

Motion: Member Manson moved to approve the Park Board minutes of November 22, December 13, and December 28, 2022
Member Cooper seconded the motion.

Discussion:

Vote:	7 Aye	Member Clark	Aye
	0 Nay	Member Collier	Aye
	1 Absent	Member Cooper	Aye
		Member Hoover	Absent
		Member Manson	Aye
		Member Mapes	Aye
		Member Scott	Aye
		Member Trautman	Aye

6. Staff Reports

- Recreation/Facilities Superintendent Brennon provided a verbal staff report.
- Parks Superintendent Rulo provided a verbal report for the Maintenance division.
- Director Musteen highlighted his written report and formally introduced Mr. Brennon as the new Superintendent of Recreation and Facilities.

7. Unfinished Business - None

8. New Business - None

9. Board Elections

- A. Call for Nominees-Board Chair

Member Manson made a nomination for Board Chair (Steve Trautman) and Vice Chair (Patrick Clark). Trautman and Clark accepted the nomination.

Motion: Member Manson motioned for of a slate vote of Chair-Steve Trautman and Vice Chair Patrick Clark
Member Cooper seconded the motion.

Discussion: None

Vote:	7 Aye	Member Clark	Aye
	0 Nay	Member Collier	Aye
	1 Absent	Member Cooper	Aye
		Member Hoover	Absent
		Member Manson	Aye
		Member Mapes	Aye
		Member Scott	Aye
		Member Trautman	Aye

10. Public Comments

11. Board Member Comment

- Trautman - Congratulated Todd on his promotion and to Park Maintenance Worker Wickey on his Playground Safety Inspection Certification.
- Manson - Congratulations to Superintendent Brennon and to Member Clark on his role as Vice-Chair.
- Mapes - Noted that he is frustrated with the Skate Park project.
- Clark - Thanked staff for the Valentine Dance.

12. Adjournment

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

Discussion: None

Vote:	7 Aye	Member Clark	Aye
	0 Nay	Member Collier	Aye
	1 Absent	Member Cooper	Aye
		Member Hoover	Absent
		Member Manson	Aye
		Member Mapes	Aye
		Member Scott	Aye
		Member Trautman	Aye

The regular meeting of the Raymore Park Board adjourned at 6:19 pm.

Respectfully submitted,

Greta Naab
Office Assistant



STAFF REPORT

To: Park Board
From: Todd Brennon, CPRP/CYSA
Recreation & Facilities Superintendent
Date: February 28, 2023
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

- Recreation Coordinator **Corinne Harkins**
 - Attended MPRA Conference and attended 4 training sessions for CEUs Feb 14-16
 - Attended KCMPG Programmers meeting at Line Creek Community Center in Kansas City MO on Feb 22.
 - Attended two training sessions through NRPA - "Overcoming Barriers to Innovation" and "An Innovative Look into Today's Playground Products".
 - Attended NRPA Leadership Development Network Meeting on Feb 8.
 - Did staff de-escalation training on Feb 3.
- Recreation & Facilities Superintendent **Todd Brennon**
 - Met with South Metro Sports Coordinators on February 8 regarding the winter sports season and upcoming spring sports season.
 - Attended RAC expansion meeting on February 8.
 - Attended Missouri Parks & Recreation Association Conference on February 15.

Recreation Programs

- 50 plus programs running: Bunco, Bridge Club
- Zumba (17 registrants) and Yoga (20 registrants) classes started. Both additionally have walk-in participants and income.
- Cherry Blossom Tree painting event (21 participants)

Rentals/Events/Concessions

- Rentals/Usage
 - Ball Fields**
 - 0 ball field rentals for the month of February.
 - Centerview**
 - 1 Birthday Parties
 - 1 Summit Homes Business Meeting
 - Garden Club Meeting

- 2 HOA Meeting
- 1 Baby Shower
- Women in Business Seminar
- Edward Jones Luncheon
- 1 Food Tasting Event

City Internal Usage

- Public Hearing for Kill the Fill
- South Metro Sports Coordinators Meeting

Program Usage

- Square Dance Lessons
- Bunco
- Bridge
- Gentle Yoga

RAC-Paid Rentals

Paid Rental

- Dance Club rented the RAC February 2, 8, 22 & 23
- 4 Volleyball Club Practice
- 3 birthday parties
- 8 Soccer practices
-

Program Use

- Youth Basketball Games
- Tiny & Social Kindergarten Basketball
- Independent Basketball Games
- Open Play Futsal
- Zumba
- Soccer Referee Training for February 25

- **Shelters**

- 0 shelter rentals for the month of February

- **Special Events**

Events Held during the Month

- Family Valentines Dance (60 participants)

Upcoming

- Spring Craft Show (50 spaces filled & sold-out. Abundant Life Chiropractic Sponsoring)
- Friday Food Fest

- **Concessions**

The concession stands at park locations remain shut down during winter season..

Sports (Youth)

- Spring
 - Youth baseball/softball

- Registrations are currently open for the spring baseball/softball season. Deadline for registration is March 26.
- 172 children are currently registered for the spring season.
- Youth volleyball
 - Registration deadline is on February 26.
 - 100 children are currently registered for the spring season.
- Youth Soccer
 - 305 children are currently registered for the spring season.
 - Practices are scheduled to begin March 6.
- Youth flag football
 - Registration deadline is on February 26.
 - 145 children are currently registered for the spring season.
- Winter
 - Social Kindergarten Basketball
 - Session 2 ended on February 11.
 - Youth Basketball
 - Recreational basketball season ended on February 11.
 - Social basketball season ended on February 18.

Sports (Tiny)

- Spring
 - Tiny Soccer
 - All Tiny Soccer classes are full.
 - Tiny Soccer is scheduled to begin on April 20 & April 22.
 - Tiny Tee Ball
 - Registration is open for the upcoming Tiny Tee Ball season.

STAFF REPORT

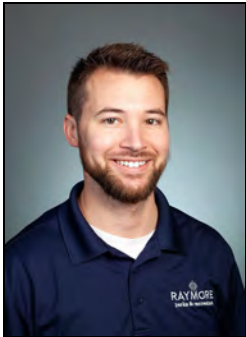
To: Park Board
From: Steve Rulo
Parks Superintendent
Date: February 28, 2023
Subject: Parks and Maintenance Report

Park Operations

- Staff has trimmed trees along trails and throughout the Parks.
- Staff cut suckers and Pear trees out of the bowls behind Centerview.
- Staff disassembled the ice rink and put it in storage for the year.
- Staff started painting the inside of the maintenance shop offices.
- Staff painted the restroom walls at both concession stands at Recreation Park.
- Staff has helped out on several snow events by plowing and shoveling sidewalks of buildings.
- Staff received the new zero turn mower
- Park Superintendent attended the MPRA Conference.
- Staff helped out cleaning Centerview after the Town Hall Meeting.
- Park Superintendent met with a potential Boy Scout to talk about an Eagle Scout Project.
- Rock has been delivered to Hawk Ridge Park. Staff will replace the mulch in the islands with rip rap.
- Staff started aerating and seeding game fields. Including the Hawk Ridge practice fields.
- Park Superintendent attended a Pre-Bid meeting for the addition to the RAC.
- Playground mulch and flower bed mulch have been quoted.

MONTHLY REPORT

February 2023



The Parks and Recreation Department would like to announce Todd Brennon as the new Recreation and Facilities Superintendent. Brennon has worked for the City of Raymore for the past five years as the Athletic Coordinator. Todd was officially hired in late January. Congratulations, Todd!

Monthly Highlights

- Parks Maintenance crews trimmed trees along the boardwalk and trimmed trees and performed winter maintenance on the stormwater detention areas behind Centerview. Staff also painted walls at the maintenance shop and concession stands.
- Parks Maintenance staff participated in the snow removal events from winter weather.
- Parks and Recreation Director Nathan Musteen, Recreation and Facilities Superintendent Todd Brennon and Park Maintenance Worker Nick Cook met with representatives of the United States Specialty Sports Association (USSSA) to discuss summer tournaments.
- Centerview hosted the ERC winter luncheon and a Mario Kart Tournament.
- Recreation Coordinator Corinne Harkins participated in the National Recreation and Park Association's Leadership Development Network meeting.
- Parks and Recreation staff attended a video training session hosted by the Police Department.
- Parks and Recreation Director Nathan Musteen Recreation Superintendent Todd Brennon attended the ribbon-cutting ceremony for Whataburger, hosted by the Raymore Chamber of Commerce.
- Recreation Coordinator Corinne Harkins, Recreation Superintendent Todd Brennon and Human Resources Director Shawn Aulgur met to discuss a seasonal employee job fair.
- Centerview hosted a special meeting of the City Council on Thursday, Feb. 16 with more than 400 concerned citizens attending the public hearing. In addition to the special meeting, Centerview has hosted a US Army suicide prevention training, a Valentine's Day luncheon, Bridge Club, square dancing, yoga and several private rentals.
- Parks and Recreation Director Nathan Musteen, Parks Superintendent Steve Rulo, Recreation Superintendent Todd Brennon and Recreation Coordinator Corinne Harkins attended the annual Missouri Parks and Recreation conference.
- Recreation Coordinator Corinne Harkins continues planning for the upcoming [Family Valentine's Dance](#) Feb. 11 and the [Spring Craft Show](#) March 11.
- The Rink closed for the season on February 5.

- HR received several applications for the Athletic Coordinator position.
- Greta Naab, the voice behind Raymore Parks and Recreation, celebrates five years of service with the City of Raymore.



Now Hiring Awesome People!

Raymore Parks and Recreation is now hiring for all part-time positions including **Summer Counselors, Concessions staff, Sports Officials, Recreation Attendants and Site Supervisors and all types of instructors!** For more information or to complete an application, check us out online at:

www.raymore.com/joinparks



Facility Use for the Month

Centerview

Live Wires Monthly Square Dance
Bunco
Police Training
ERC Quarterly Luncheon
Suicide prevention training
Valentines Luncheon

2 HOA Meeting
Bridge
2 Birthday Parties
City Council - Public Hearing, Landfill
Valentines Dance
Baby Shower

VALENTINES DANCE

60 participants enjoyed a chocolate fountain buffet, dancing, DJ, and photobooth.



2022/2023 YOUTH BASKETBALL

The basketball season came to a close on Saturday February 11. Below are a few pictures of rec, kindergarten and tiny basketball.



Community Events



Spring Craft Show

Support local crafters and small businesses when you shop for unique and handmade gifts, jewelry and home goods at the Raymore Parks & Recreation annual Spring Craft Show!

Date: Saturday, March 11, 2023
 Hours: 10 a.m.-2 p.m.
 Location: Raymore Activity Center, 1011 S. Madison St.
 Cost: Admission is free.

WANT TO BE A VENDOR: Vendor spaces fill up quickly. If you're interested in being a vendor, fill out the online application and someone from Raymore Parks & Recreation will contact you with details. Vendor spaces are 10x10 feet and are \$30 for a standard space or \$40 for a space with electricity:

<https://forms.gle/Sf5SyZjejtUSNvvw5>

Contact Recreation Coordinator Corinne Harkins with questions at charkins@raymore.com or 816-322-2791.

Easter Festival



EASTER EGG HUNT

Saturday, April 8 at the Recreation Park baseball fields, 1011 S. Madison St. Children 4th grade and younger are invited to hunt 15,000+ eggs at the annual Raymore Easter Festival!

The hunt starts at 10 a.m. sharp, so be sure to arrive by 9:45 a.m. to get in place. (In 2022, we waited a few extra minutes to begin the hunt due our first year at the new location. We will NOT be waiting this year, so be sure you are at the park and ready to hunt by 10 a.m.!)
 Enjoy a visit from the Easter bunny and refreshments!



March 24 5:30-8 p.m.
Recreation Park

LIMITED PICNIC TABLES AVAILABLE. BRING A CHAIR
OR PICNIC BLANKET!



MISCELLANEOUS ITEMS

- *January 24, 2023 - Work Session Notes*
- *Financial Report - As of January 31, 2023*



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Raymore Parks and Recreation Board Work Session Notes

**Tuesday, January 24, 2023
6:30pm**

(Or Immediately following the Regular Business Meeting at 6:00pm)

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

Members Present: Chairman Trautman; Members Manson, Mapes, Clark, Collier, Scott and Cooper. Member Hoover was not present.

Director Musteen, Superintendent Brennon and Superintendent Rulo were present.

The meeting was called to order at 6:22pm.

Chairman Trautman opened the work session by outlining his vision for the Board, future members and continuing the excellent work of the Board through a succession plan of training members to take leadership roles to help staff.

1. Department Updates

Director Musteen briefed the Park Board on capital projects including the RAC, the future dog park and Hawk Ridge Park projects. Musteen also updated the Board on recent deposits into Fund 27 (Park Fee In Lieu).

2. Open Discussion

Member Scott briefed Board members of progress on the Ridge Mountain Bike trails at Hawk Ridge Park. A request was made for additional signage to address safety concerns for new riders as improvements continue. General discussion on trail sponsorships to help offset costs for the signs ensued. Member Clark will reach out to a local business to see if they are interested in partnering with the Department on signage.

Member Mapes asked the Chair on how Board officers were selected or if it was seniority based. Chairman Trautman explained that officer seats are not based on any seniority or other criteria. The Chair also explained the amount of additional work that a Board officer puts into helping staff on a weekly basis.

Chairman Trautman and Member Manson reminded members to be cautious of engaging the public on social media and to allow City staff to take the lead when responding to negative comments.

3. Adjournment - 7:20pm

DEPARTMENT HEAD REPORT - UNAUDITED

AS OF: JANUARY 31ST, 2023

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
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REVENUE SUMMARY

NON-DEPARTMENTAL

PARKS DIVISION

PROPERTY TAXES	0.00	0.00	0.00	474,915.00	375,492.29	467,247.57	0.00	7,667.43	98.39
MISCELLANEOUS	0.00	0.00	0.00	2,470.00	1,531.73	4,615.14	0.00	(2,145.14)	186.85
FACILITY RENTAL REVENUE	0.00	0.00	0.00	13,075.00	1,610.00	4,647.00	0.00	8,428.00	35.54
TRANSFERS - INTERFUND	0.00	0.00	0.00	550,000.00	45,833.33	137,499.99	0.00	412,500.01	25.00
TOTAL PARKS DIVISION	0.00	0.00	0.00	1,040,460.00	424,467.35	614,009.70	0.00	426,450.30	59.01

RECREATION DIVISION

CONCESSION REVENUE	0.00	0.00	0.00	60,000.00	327.25	450.75	0.00	59,549.25	0.75
FACILITY RENTAL REVENUE	0.00	0.00	0.00	44,575.00	0.00	0.00	0.00	44,575.00	0.00
PROGRAM REVENUE	0.00	0.00	0.00	244,200.00	36,309.89	44,635.89	(465.00)	200,029.11	18.09
TOTAL RECREATION DIVISION	0.00	0.00	0.00	348,775.00	36,637.14	45,086.64	(465.00)	304,153.36	12.79

CENTERVIEW

FACILITY RENTAL REVENUE	0.00	0.00	0.00	70,675.00	1,156.23	7,659.84	0.00	63,015.16	10.84
PROGRAM REVENUE	0.00	0.00	0.00	9,600.00	685.00	1,455.00	0.00	8,145.00	15.16
TOTAL CENTERVIEW	0.00	0.00	0.00	80,275.00	1,841.23	9,114.84	0.00	71,160.16	11.35

RAYMORE ACTIVITY CENTER

MISCELLANEOUS	0.00	0.00	0.00	2,490.00	570.00	1,128.00	0.00	1,362.00	45.30
CONCESSION REVENUE	0.00	0.00	0.00	2,000.00	0.00	107.75	0.00	1,892.25	5.39
FACILITY RENTAL REVENUE	0.00	0.00	0.00	24,825.00	1,217.50	2,231.25	0.00	22,593.75	8.99
PROGRAM REVENUE	0.00	0.00	0.00	218,325.00	5,645.00	14,900.00	0.00	203,425.00	6.82
TOTAL RAYMORE ACTIVITY CENTER	0.00	0.00	0.00	247,640.00	7,432.50	18,367.00	0.00	229,273.00	7.42

TOTAL REVENUES	0.00	0.00	0.00	1,717,150.00	470,378.22	686,578.18	(465.00)	1,031,036.82	39.96
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EXPENDITURE SUMMARY

PARKS DIVISION	2,100.00	0.00	2,100.00	962,496.90	72,312.69	218,752.34	5,574.69	738,169.87	23.31
RECREATION DIVISION	570.55	570.55	0.00	375,079.00	9,695.04	55,483.54	(154.99)	319,750.45	14.75
CENTERVIEW	0.00	0.00	0.00	102,771.04	8,380.09	17,497.43	283.95	84,989.66	17.30
RAYMORE ACTIVITY CENTER	0.00	0.00	0.00	263,628.54	22,377.36	58,114.31	1,078.26	204,435.97	22.45

TOTAL EXPENDITURES	2,670.55	570.55	2,100.00	1,703,975.48	112,765.18	349,847.62	6,781.91	1,347,345.95	20.93
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REVENUES OVER/(UNDER) EXPENDITURES	(2,670.55)	570.55	(2,100.00)	13,174.52	357,613.04	336,730.56	(7,246.91)	(316,309.13)	2,500.92
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DEPARTMENT HEAD REPORT - UNAUDITED

AS OF: JANUARY 31ST, 2023

25 -PARK FUND

REVENUES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
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NON-DEPARTMENTAL

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MISCELLANEOUS

TRANSFERS - INTERFUND

PARKS DIVISION

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PROPERTY TAXES

25-4010-0000 REAL ESTATE PROPERTY TAX	0.00	0.00	0.00	395,609.00	316,579.06	387,195.87	0.00	8,413.13	97.87
25-4020-0000 PERSONAL PROPERTY TAX	0.00	0.00	0.00	79,306.00	58,913.23	80,051.70	0.00	(745.70)	100.94
TOTAL PROPERTY TAXES	0.00	0.00	0.00	474,915.00	375,492.29	467,247.57	0.00	7,667.43	98.39

MISCELLANEOUS

25-4350-0000 INTEREST REVENUE	0.00	0.00	0.00	2,140.00	1,531.73	4,615.14	0.00	(2,475.14)	215.66
25-4370-0000 MISCELLANEOUS REVENUE	0.00	0.00	0.00	330.00	0.00	0.00	0.00	330.00	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	2,470.00	1,531.73	4,615.14	0.00	(2,145.14)	186.85

FACILITY RENTAL REVENUE

25-4710-0000 PARK RENTAL FEES	0.00	0.00	0.00	13,075.00	1,610.00	4,647.00	0.00	8,428.00	35.54
TOTAL FACILITY RENTAL REVENUE	0.00	0.00	0.00	13,075.00	1,610.00	4,647.00	0.00	8,428.00	35.54

TRANSFERS - INTERFUND

25-4901-0000 TRANSFER FROM GENERAL FUN	0.00	0.00	0.00	150,000.00	12,500.00	37,500.00	0.00	112,500.00	25.00
25-4947-0000 TRANSFER FROM PARK SALES	0.00	0.00	0.00	400,000.00	33,333.33	99,999.99	0.00	300,000.01	25.00
TOTAL TRANSFERS - INTERFUND	0.00	0.00	0.00	550,000.00	45,833.33	137,499.99	0.00	412,500.01	25.00

TOTAL PARKS DIVISION

TOTAL PARKS DIVISION	0.00	0.00	0.00	1,040,460.00	424,467.35	614,009.70	0.00	426,450.30	59.01
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RECREATION DIVISION

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PROPERTY TAXES

MISCELLANEOUS

CONCESSION REVENUE

26-4700-0000 CONCESSION	0.00	0.00	0.00	60,000.00	327.25	450.75	0.00	59,549.25	0.75
TOTAL CONCESSION REVENUE	0.00	0.00	0.00	60,000.00	327.25	450.75	0.00	59,549.25	0.75

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	44,575.00	0.00	0.00	0.00	44,575.00	0.00
TOTAL FACILITY RENTAL REVENUE	0.00	0.00	0.00	44,575.00	0.00	0.00	0.00	44,575.00	0.00
<u>PROGRAM REVENUE</u>									
26-4715-1600 PROGRAM - LEAGUE MISC	0.00	0.00	0.00	28,300.00	5,110.00	6,905.00	(255.00)	21,650.00	23.50
26-4715-1610 PROGRAM - BASEBALL/SOFTBA	0.00	0.00	0.00	89,025.00	6,675.00	7,555.00	(75.00)	81,545.00	8.40
26-4715-1620 PROGRAM - SOCCER	0.00	0.00	0.00	70,900.00	18,400.00	22,641.00	0.00	48,259.00	31.93
26-4715-1625 PROGRAM - ADULT SOFTBALL	0.00	0.00	0.00	18,000.00	0.00	0.00	0.00	18,000.00	0.00
26-4715-1635 PROGRAM - INSTRUCTIONAL	0.00	0.00	0.00	1,500.00	675.00	815.00	0.00	685.00	54.33
26-4715-1640 PROGRAM - TINY SPORTS	0.00	0.00	0.00	14,400.00	3,465.00	4,230.00	(45.00)	10,215.00	29.06
26-4715-1645 PROGRAM - FITNESS	0.00	0.00	0.00	0.00	539.89	539.89	(60.00)	(479.89)	0.00
26-4720-0000 SPECIAL EVENT CONTRIBUTIO	0.00	0.00	0.00	22,075.00	1,445.00	1,950.00	(30.00)	20,155.00	8.70
TOTAL PROGRAM REVENUE	0.00	0.00	0.00	244,200.00	36,309.89	44,635.89	(465.00)	200,029.11	18.09
TOTAL RECREATION DIVISION	0.00	0.00	0.00	348,775.00	36,637.14	45,086.64	(465.00)	304,153.36	12.79

CENTERVIEW
 =====

MISCELLANEOUS

<u>FACILITY RENTAL REVENUE</u>									
27-4710-0000 RENTAL FEES	0.00	0.00	0.00	70,675.00	1,156.23	7,659.84	0.00	63,015.16	10.84
TOTAL FACILITY RENTAL REVENUE	0.00	0.00	0.00	70,675.00	1,156.23	7,659.84	0.00	63,015.16	10.84
<u>PROGRAM REVENUE</u>									
27-4715-1600 PROGRAMS-MISC	0.00	0.00	0.00	9,600.00	685.00	1,455.00	0.00	8,145.00	15.16
TOTAL PROGRAM REVENUE	0.00	0.00	0.00	9,600.00	685.00	1,455.00	0.00	8,145.00	15.16
TOTAL CENTERVIEW	0.00	0.00	0.00	80,275.00	1,841.23	9,114.84	0.00	71,160.16	11.35

RAYMORE ACTIVITY CENTER
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MISCELLANEOUS

28-4370-0000 MISCELLANEOUS REVENUE	0.00	0.00	0.00	2,490.00	570.00	1,128.00	0.00	1,362.00	45.30
TOTAL MISCELLANEOUS	0.00	0.00	0.00	2,490.00	570.00	1,128.00	0.00	1,362.00	45.30

CONCESSION REVENUE

28-4700-0000 CONCESSION	0.00	0.00	0.00	2,000.00	0.00	107.75	0.00	1,892.25	5.39
TOTAL CONCESSION REVENUE	0.00	0.00	0.00	2,000.00	0.00	107.75	0.00	1,892.25	5.39

FACILITY RENTAL REVENUE

28-4710-0000 RENTAL FEES	0.00	0.00	0.00	24,825.00	1,217.50	2,231.25	0.00	22,593.75	8.99
TOTAL FACILITY RENTAL REVENUE	0.00	0.00	0.00	24,825.00	1,217.50	2,231.25	0.00	22,593.75	8.99

DEPARTMENT HEAD REPORT - UNAUDITED

AS OF: JANUARY 31ST, 2023

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
PERSONNEL									
25-5010-0000 SALARIES/WAGES	0.00	0.00	0.00	492,442.00	36,274.02	110,361.87	0.00	382,080.13	22.41
25-5020-0000 FICA	0.00	0.00	0.00	39,039.00	2,860.22	8,460.68	0.00	30,578.32	21.67
25-5030-0000 UNEMPLOYMENT	0.00	0.00	0.00	480.00	0.00	0.00	0.00	480.00	0.00
25-5040-0000 GROUP INSURANCE	0.00	0.00	0.00	78,579.00	7,398.26	22,183.93	0.00	56,395.07	28.23
25-5045-0000 LAGERS	0.00	0.00	0.00	69,680.00	5,529.25	16,161.89	0.00	53,518.11	23.19
25-5050-0000 OVERTIME	0.00	0.00	0.00	17,871.00	2,627.66	4,567.73	0.00	13,303.27	25.56
25-5060-0000 WORKERS COMP	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,952.00</u>	<u>877.57</u>	<u>2,632.71</u>	<u>0.00</u>	<u>8,319.29</u>	<u>24.04</u>
TOTAL PERSONNEL	0.00	0.00	0.00	709,043.00	55,566.98	164,368.81	0.00	544,674.19	23.18
COMMODITIES									
25-6065-1250 EQUIPMENT & FIXTURES-PARK	0.00	0.00	0.00	5,500.00	0.00	0.00	0.00	5,500.00	0.00
25-6070-1250 FUEL/OIL	0.00	0.00	0.00	17,887.40	642.47	3,016.51	481.26	14,389.63	19.55
25-6150-1010 OFFICE SUPPLIES	0.00	0.00	0.00	500.00	0.00	40.05	16.64	443.31	11.34
25-6260-1250 TOOLS/EQUIPMENT	0.00	0.00	0.00	1,200.00	0.00	0.00	76.00	1,124.00	6.33
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	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,992.50</u>	<u>1,816.38</u>	<u>1,816.38</u>	<u>769.92</u>	<u>2,406.20</u>	<u>51.80</u>
TOTAL COMMODITIES	0.00	0.00	0.00	30,304.90	2,458.85	4,872.94	1,343.82	24,088.14	20.51
MAINTENANCE & REPAIRS									
25-6400-1250 BUILDING MAINTENANCE	0.00	0.00	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00
25-6410-1250 EQUIPMENT MAINTENANCE	0.00	0.00	0.00	500.00	0.00	45.00	0.00	455.00	9.00
25-6430-1250 GROUNDS MAINTENANCE	0.00	0.00	0.00	44,800.00	1,976.06	6,495.68	1,999.56	36,304.76	18.96
25-6430-1255 GROUNDS MAINT-TREES	0.00	0.00	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00
25-6490-1010 VEHICLE MAINTENANCE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>576.00</u>	<u>30.00</u>	<u>186.19</u>	<u>0.00</u>	<u>389.81</u>	<u>32.32</u>
TOTAL MAINTENANCE & REPAIRS	0.00	0.00	0.00	53,876.00	2,006.06	6,726.87	1,999.56	45,149.57	16.20
UTILITIES									
25-6800-1010 ELECTRICITY	0.00	0.00	0.00	45,484.00	5,367.61	10,123.47	0.00	35,360.53	22.26
25-6810-1010 WATER	0.00	0.00	0.00	135.00	0.00	0.00	0.00	135.00	0.00
25-6850-1010 TRASH	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,200.00</u>	<u>1,086.76</u>	<u>1,086.76</u>	<u>0.00</u>	<u>3,113.24</u>	<u>25.88</u>
TOTAL UTILITIES	0.00	0.00	0.00	49,819.00	6,454.37	11,210.23	0.00	38,608.77	22.50
CONTRACTUAL									
25-7020-1010 ADVERTISING/LEGAL NOTICES	0.00	0.00	0.00	150.00	0.00	0.00	0.00	150.00	0.00
25-7090-1010 ED/TRAIN/SEMINAR	0.00	0.00	0.00	4,500.00	0.00	0.00	780.00	3,720.00	17.33
25-7090-1255 EDUCATION/TRAINING/SEMINA	0.00	0.00	0.00	605.00	0.00	230.00	165.00	210.00	65.29
25-7140-1250 EQUIPMENT RENTAL	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
25-7180-1010 INSURANCE	0.00	0.00	0.00	14,810.00	0.00	2,387.78	0.00	12,422.22	16.12
25-7210-1010 LEGAL SERVICES	0.00	0.00	0.00	1,175.00	0.00	0.00	0.00	1,175.00	0.00
25-7240-1010 MEALS/LODGING/MILEAGE	0.00	0.00	0.00	6,570.00	0.00	186.80	103.77	6,279.43	4.42
25-7240-1255 MEALS/LODGING/MILEAGE	0.00	0.00	0.00	250.00	0.00	236.00	185.96	(171.96)	168.78
25-7250-1010 MEMBERSHIP DUES	0.00	0.00	0.00	1,950.00	0.00	860.00	0.00	1,090.00	44.10
25-7280-1010 MISCELLANEOUS EXP	0.00	0.00	0.00	220.00	0.00	0.00	0.00	220.00	0.00
25-7300-1010 COPIER EXPENSE	0.00	0.00	0.00	2,142.00	164.76	592.28	20.14	1,529.58	28.59
25-7320-1250 PROFESSIONAL SERVICES	<u>2,100.00</u>	<u>0.00</u>	<u>2,100.00</u>	<u>46,700.00</u>	<u>490.00</u>	<u>11,565.62</u>	<u>976.44</u>	<u>34,157.94</u>	<u>26.86</u>
TOTAL CONTRACTUAL	2,100.00	0.00	2,100.00	81,072.00	654.76	16,058.48	2,231.31	62,782.21	22.56

DEPARTMENT HEAD REPORT - UNAUDITED

AS OF: JANUARY 31ST, 2023

25 -PARK FUND

RECREATION DIVISION

DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL</u>									
26-5010-0000 SALARIES/WAGES	0.00	0.00	0.00	141,900.00	12,543.50	33,174.49	0.00	108,725.51	23.38
26-5010-1310 SALARIES/WAGES	0.00	0.00	0.00	0.00	(8,253.42)	120.00	0.00	(120.00)	0.00
26-5020-0000 FICA	0.00	0.00	0.00	11,440.00	924.54	2,543.15	0.00	8,896.85	22.23
26-5020-1310 FICA	0.00	0.00	0.00	0.00	(564.62)	9.18	0.00	(9.18)	0.00
26-5030-0000 UNEMPLOYMENT	0.00	0.00	0.00	128.00	0.00	0.00	0.00	128.00	0.00
26-5040-0000 GROUP INSURANCE	0.00	0.00	0.00	22,158.00	1,867.14	4,900.26	0.00	17,257.74	22.12
26-5040-1310 GROUP INSURANCE	0.00	0.00	0.00	0.00	(1,090.46)	14.12	0.00	(14.12)	0.00
26-5045-0000 LAGERS	0.00	0.00	0.00	17,666.00	1,385.29	3,338.50	0.00	14,327.50	18.90
26-5045-1310 LAGERS	0.00	0.00	0.00	0.00	(1,185.64)	17.16	0.00	(17.16)	0.00
26-5050-0000 OVERTIME	0.00	0.00	0.00	7,642.00	348.01	1,667.88	0.00	5,974.12	21.83
26-5060-0000 WORKERS COMP	0.00	0.00	0.00	10,952.00	877.57	2,632.71	0.00	8,319.29	24.04
TOTAL PERSONNEL	0.00	0.00	0.00	211,886.00	6,851.91	48,417.45	0.00	163,468.55	22.85
<u>COMMODITIES</u>									
26-6190-1010 POSTAGE	0.00	0.00	0.00	180.00	6.84	6.84	61.56	111.60	38.00
26-6260-1010 TOOLS/EQUIPMENT/ADMIN	0.00	0.00	0.00	400.00	0.00	0.00	0.00	400.00	0.00
26-6260-1600 TOOLS/EQUIPMENT-MISC	0.00	0.00	0.00	550.00	0.00	0.00	0.00	550.00	0.00
26-6260-1610 TOOLS/EQUIP- BASEBALL/SOF	0.00	0.00	0.00	4,500.00	0.00	0.00	0.00	4,500.00	0.00
26-6260-1620 TOOLS/EQUIPMENT - SOCCER	0.00	0.00	0.00	1,200.00	65.00	65.00	0.00	1,135.00	5.42
26-6260-1640 TOOLS/EQUIPMENT - TINY SP	0.00	0.00	0.00	400.00	0.00	0.00	0.00	400.00	0.00
26-6270-1010 UNIFORMS	0.00	0.00	0.00	378.00	0.00	0.00	0.00	378.00	0.00
TOTAL COMMODITIES	0.00	0.00	0.00	7,608.00	71.84	71.84	61.56	7,474.60	1.75
<u>UTILITIES</u>									
<u>CONTRACTUAL</u>									
26-7060-1010 CONCESSION EXP-ADMINISTRA	0.00	0.00	0.00	27,950.00	0.00	0.00	0.00	27,950.00	0.00
26-7090-1010 ED/TRAIN/SEMINAR	0.00	0.00	0.00	3,160.00	0.00	0.00	35.00	3,125.00	1.11
26-7240-1010 MEALS/LODGING/MILEAGE	0.00	0.00	0.00	4,650.00	0.00	0.00	0.00	4,650.00	0.00
26-7250-1010 MEMBERSHIP DUES	0.00	0.00	0.00	175.00	0.00	0.00	0.00	175.00	0.00
26-7280-1290 MISC/CASH/DEBT MGMT	0.00	0.00	0.00	6,960.00	460.53	2,586.33	0.00	4,373.67	37.16
26-7330-1600 PROGRAM - MISC LEAGUES	0.00	0.00	0.00	16,177.50	0.00	0.00	0.00	16,177.50	0.00
26-7330-1605 PROGRAM - DAY CAMP	0.00	0.00	0.00	0.00	12.99	12.99	0.00	(12.99)	0.00
26-7330-1610 PROGRAM - BASEBALL/SOFTBA	0.00	0.00	0.00	29,610.00	0.00	0.00	0.00	29,610.00	0.00
26-7330-1620 PROGRAM - SOCCER	0.00	0.00	0.00	15,702.50	338.00	338.00	0.00	15,364.50	2.15
26-7330-1625 PROGRAM - ADULT SOFTBALL	91.05	91.05	0.00	5,850.00	0.00	91.05	(91.05)	5,850.00	0.00
26-7330-1635 PROGRAM - INSTRUCTION	0.00	0.00	0.00	2,000.00	175.00	175.00	0.00	1,825.00	8.75
26-7330-1640 PROGRAM - TINY SPORTS	479.50	479.50	0.00	2,700.00	274.00	753.50	(479.50)	2,426.00	10.15
26-7340-1600 RENT	0.00	0.00	0.00	5,900.00	319.00	638.00	319.00	4,943.00	16.22
26-7370-1600 SPECIAL EVENTS	0.00	0.00	0.00	34,750.00	1,191.77	2,399.38	0.00	32,350.62	6.90
TOTAL CONTRACTUAL	570.55	570.55	0.00	155,585.00	2,771.29	6,994.25	(216.55)	148,807.30	4.36

DEPARTMENT HEAD REPORT - UNAUDITED

AS OF: JANUARY 31ST, 2023

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	128,881.00	11,422.98	28,854.52	0.00	100,026.48	22.39
28-5020-0000 FICA	0.00	0.00	0.00	10,170.00	836.93	2,140.48	0.00	8,029.52	21.05
28-5030-0000 UNEMPLOYMENT	0.00	0.00	0.00	64.00	0.00	0.00	0.00	64.00	0.00
28-5040-0000 GROUP INSURANCE	0.00	0.00	0.00	15,143.00	1,267.71	3,668.75	0.00	11,474.25	24.23
28-5045-0000 LAGERS	0.00	0.00	0.00	9,001.00	711.37	1,611.55	0.00	7,389.45	17.90
28-5050-0000 OVERTIME	0.00	0.00	0.00	4,063.00	99.12	437.16	0.00	3,625.84	10.76
TOTAL PERSONNEL	0.00	0.00	0.00	167,322.00	14,338.11	36,712.46	0.00	130,609.54	21.94
<u>COMMODITIES</u>									
28-6065-1010 EQUIPMENT & FIXTURES	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
28-6150-1010 SUPPLIES	0.00	0.00	0.00	750.00	173.02	247.28	17.84	484.88	35.35
28-6260-1600 TOOLS/EQUIP - LEAGUE MISC	0.00	0.00	0.00	750.00	0.00	0.00	0.00	750.00	0.00
28-6260-1605 TOOLS/EQUIP - DAY CAMP	0.00	0.00	0.00	4,380.00	0.00	0.00	12.99	4,367.01	0.30
28-6260-1615 TOOLS/EQUIP - BASKETBALL	0.00	0.00	0.00	1,000.00	413.95	413.95	0.00	586.05	41.40
28-6260-1630 TOOLS/EQUIP - MISC	0.00	0.00	0.00	800.00	0.00	73.96	0.00	726.04	9.25
28-6270-1010 UNIFORMS	0.00	0.00	0.00	180.00	0.00	0.00	0.00	180.00	0.00
TOTAL COMMODITIES	0.00	0.00	0.00	8,860.00	586.97	735.19	30.83	8,093.98	8.65
<u>MAINTENANCE & REPAIRS</u>									
28-6400-1010 BUILDING MAINTENANCE	0.00	0.00	0.00	1,750.00	80.90	80.90	10.78	1,658.32	5.24
28-6430-1010 GROUNDS MAINTENANCE	0.00	0.00	0.00	800.00	0.00	0.00	0.00	800.00	0.00
TOTAL MAINTENANCE & REPAIRS	0.00	0.00	0.00	2,550.00	80.90	80.90	10.78	2,458.32	3.60
<u>UTILITIES</u>									
28-6800-1010 ELECTRICITY	0.00	0.00	0.00	12,600.00	852.66	1,737.02	0.00	10,862.98	13.79
28-6820-1010 NATURAL GAS/PROPANE	0.00	0.00	0.00	5,000.04	969.91	1,501.10	0.00	3,498.94	30.02
28-6850-1010 TRASH	0.00	0.00	0.00	960.00	94.25	188.50	94.25	677.25	29.45
TOTAL UTILITIES	0.00	0.00	0.00	18,560.04	1,916.82	3,426.62	94.25	15,039.17	18.97
<u>CONTRACTUAL</u>									
28-7060-1010 CONCESSION EXP - RAC	0.00	0.00	0.00	1,000.00	0.00	0.00	39.05	960.95	3.91
28-7300-1010 COPIER EXPENSE	0.00	0.00	0.00	1,094.00	64.76	190.87	26.35	876.78	19.86
28-7320-1010 PROFESSIONAL SERVICES	0.00	0.00	0.00	5,840.00	561.00	886.50	0.00	4,953.50	15.18
28-7330-1600 PROGRAM - LEAGUE MISC	0.00	0.00	0.00	13,570.00	0.00	0.00	0.00	13,570.00	0.00
28-7330-1605 PROGRAM - DAY CAMP	0.00	0.00	0.00	25,700.00	0.00	12.99	0.00	25,687.01	0.05
28-7330-1615 PROGRAM - BASKETBALL	0.00	0.00	0.00	13,132.50	4,828.80	16,068.78	877.00	(3,813.28)	129.04
28-7330-1630 PROGRAM - MISC	0.00	0.00	0.00	3,500.00	0.00	0.00	0.00	3,500.00	0.00
28-7330-1645 PROGRAM - FITNESS	0.00	0.00	0.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00
TOTAL CONTRACTUAL	0.00	0.00	0.00	66,336.50	5,454.56	17,159.14	942.40	48,234.96	27.29
<u>CAPITAL PROJECTS</u>									
TOTAL RAYMORE ACTIVITY CENTER	0.00	0.00	0.00	263,628.54	22,377.36	58,114.31	1,078.26	204,435.97	22.45
TOTAL EXPENDITURES	2,670.55	570.55	2,100.00	1,703,975.48	112,765.18	349,847.62	6,781.91	1,347,345.95	20.93
REVENUES OVER/(UNDER) EXPENDITURES	(2,670.55)	570.55	(2,100.00)	(1,703,975.48)	(112,765.18)	(349,847.62)	(6,781.91)	(1,347,345.95)	20.93

*** END OF REPORT ***