



RAYMORE PARKS AND RECREATION BOARD

AGENDA

Tuesday, July 25, 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 - None**
- 5. Consent Agenda.**
The items on the Consent Agenda are approved by a single action of the Park Board. If any Board Member would like to have an item removed from the Consent Agenda and considered separately, he/she may so request.
 - A. Park Board Minutes June 27, 2023
- 6. Staff Reports**
Recreation/Facilities Superintendent
Parks Superintendent
Parks & Recreation Director
- 7. Unfinished Business - None**
- 8. New Business**
 - A. FY24 Capital Improvement Plan Action Item

Staff will present a recommendation for the FY24 Capital Improvement Plan.
 - A. FY24 Schedule of Fees Action Item

Staff is presenting the updated changes to the schedule of fees. This update reflects the changes in the proposed budget for FY24.
- 9. Public Comment**



10. Board Member Comment

11. Adjournment

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

- *June 27, 2023 - Work Session Notes*

EXECUTIVE SESSION (CLOSED MEETING)

The Parks and Recreation Board may enter into an executive session before or during this meeting, if such action is approved by a majority of the Board present, with a quorum, to discuss:

- litigation matters as authorized by § 610.021 (1) RSMO,
- real estate acquisition matters as authorized by § 610.021 (2),
- personnel matters as authorized by § 610.021 (3), or
- other matters as authorized by §
- 610.021 (4-21) as may be applicable.

Any person requiring special accommodation (i.e., qualified interpreter, large print, hearing assistance) in order to attend this meeting please notify this Office at (816) 331-0488 no later than forty-eight (48) hours prior to the scheduled commencement of the meeting.

THE RAYMORE PARKS AND RECREATION BOARD MET IN REGULAR SESSION TUESDAY, JUNE 27, 2023, IN COUNCIL CHAMBERS AT 100 MUNICIPAL CIRCLE, RAYMORE, MISSOURI.

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

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

1. Call to Order: Chairman Trautman called the meeting to order at 6:05 pm.

2. Roll Call

3. Pledge of Allegiance

4. Personal Appearances

Recreation Coordinator Corinne Harkins and Athletic Coordinator Nick Cook provided the Park Board members an update on their current programs, activities, and leagues.

5. Consent Agenda

The items on the Consent Agenda are approved by a single action of the Park Board. If any Board Member would like to have an item removed from the Consent Agenda and considered separately, he/she may so request.

A. Park Board Minutes

May 23, 2023

Motion: Member Manson moved to approve the Park Board minutes of May 23, 2023. Member Cooper seconded the motion.

Discussion:

Vote:	6 Aye	Member Clark	Aye
	0 Nay	Member Collier	Absent
	1 Absent	Member Cooper	Aye
		Member Manson	Aye
		Member Mapes	Aye
		Member Scott	Aye
		Member Trautman	Aye

6. Staff Reports

- Recreation/Facilities Superintendent Brennon highlighted his written report.
- Parks Superintendent Rulo highlighted his written report.
- Director Musteen highlighted his written report.

7. Unfinished Business - None

8. New Business - None

9. Public Comments

10. Board Member Comments

11. Adjournment

Motion: Member Manson motioned for adjournment.
Member Cooper seconded the motion.

Discussion:

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

The regular meeting of the Raymore Parks and Recreation Board adjourned at 6:18 p.m.

Respectfully submitted,

Greta Naab
Office Assistant



STAFF REPORT

To: Park Board
From: Todd Brennon, CPRP/CYSA
Recreation & Facilities Superintendent
Date: July 25, 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

- Office Assistant **Greta Naab**
 - Attended the July Park Board Meeting.
- Athletic Coordinator **Nick Cook**
 - Conducted interviews for open Concession Attendant positions.
- Recreation Coordinator **Corinne Harkins**
 - Attended July Park Board Meeting
- Recreation & Facilities Superintendent **Todd Brennon**
 - Attended weekly meetings for the expansion of the Raymore Activity Center.
 - Scoreboard presentation with Greg Walker of Youth Scoreboards on July 18.
 - Parks-Marketing meeting with Communications Manager Melissa Harmer on July 19.

Recreation Programs

- Summer Camp in operation through Aug 11
- Nintendo Switch Club started 7/5
- July painting event had 8 participants
- 50+ Programs Bunco and Bridge Club

Rentals/Events/Concessions

- Rentals/Usage

Ball Fields

- 13 Individual Practice Rentals

Centerview

- Wedding Reception

- 2 HOA Meetings
- Garden Club Monthly Meeting
- 3 Celebrations of Life
- 2 Family Reunions
- Tri-County Art League
- CPR Training

City Internal Usage

- Police Department Motor Vehicle Training
- Animal Control Training-3 days
- Sounds of South KC Concert
- Blood Drive

Program Usage

- Sunset Lake Painting Class-17 participants
- Bunco
- Bridge

RAC

- Currently open for summer camp use and rentals for the month of July
- 8 Volleyball practices

Shelters

- 38 Shelters Rented

Special Events

- Farmers Market

Upcoming

- Farmers Market
- Movie in the Park July 21
- Mini Mud Run Aug 18

Concessions

- Concession stands at Recreation Park and Memorial Park are open and operational for the adult softball seasons
- Raymore Activity Center concessions is now closed until further notice

Sports (Youth)

- Fall

- The fall sports that we are offering are open for registration and will be listed below
 - Soccer
 - Flag Football
 - Volleyball
 - Baseball/Softball/T-Ball

Sports (Tiny)

- Fall
 - Tiny Flag Football, Tiny Soccer, and Tiny Kick Ball are all open for registration
 - Tiny Kickball will begin August 5th.

Sports (Adult)

- Summer
 - Adult Cornhole League
 - We on week 5 of the adult cornhole league
 - Adult Softball League
 - We have 8 teams registered in the adult softball league
 - We are entering week 3 of adult softball
 - Adult Church League Softball
 - We are entering our 6th week of Church League Softball
- Fall
 - We will be offering these sports listed below in the Fall
 - Adult Pickleball League
 - Adult Softball League
 - Adult Volleyball Open Play
 - Adult Cornhole League
 - All adult sport registrations are open for participants to register

STAFF REPORT

To: Park Board
From: Steve Rulo
Parks Superintendent
Date: July 25, 2023
Subject: Parks and Maintenance Report

Park Operations

- Staff continues to spot mow where needed.
- Staff prepped Recreation Park for the Spirit of America Event.
- Staff worked the Event parking cars.
- Staff has been watering the flower beds with irrigation.
- Staff has been weed eating along the trails and Hawk Ridge Park.
- Staff has sprayed weeds throughout the parks and flower beds.
- With the help of Public Works, Johnston Lake edges were mowed and the storm inlets along Eagle Glen also.
- Staff followed up spraying along the edges of the lake for weeds and shrubs.
- Park staff poured a concrete pad for another Memorial Bench.
- Staff has checked in on the playground project at Recreation Park, things are going smooth.
- Parks Superintendent attends the Construction Meetings for the RAC every Thursday.
- Park Superintendent attended a meeting on the upgrades to the Disc Golf Course for this fall.
- Staff weed eat the islands and the round-a-bout in front of Recreation Park.
- Park Superintendent attended a presentation for new scoreboards at Baseball.
- Park Superintendent met with Members of the Silver Lake HOA to talk about some maintenance on the trees in Johnston island.
- Staff is working with Aquatic Control to get our fountain back up and running in Recreation Park.

Monthly Highlights

- Spirit of America Celebration, June 30 at Recreation Park, 1011 S. Madison St.:**
Residents and community neighbors enjoyed a family fun night at this annual event with live music from Clay Clear Band, bounce houses, food trucks and fireworks just after dusk! An estimated 4700 people attended the event.
- Raymore Farmers Market, 4-7 p.m. every Tuesday through September at Centerview's lot and back lawn, 227 Municipal Circle:**
Shop for locally grown produce and plants, honey, home baked goods, salsa, handmade crafts and decor and more every Tuesday at the market. Accessible parking is available in Centerview's lower lot. Additional parking is available on Municipal Circle and in the Raymore City Hall parking lot.
- Raymore Activity Center - Project meetings:** City Staff, Harmon Construction representatives and SFS Architecture began weekly project meetings for the RAC expansion project.
- Snack & Splash, Saturday, July 15 at the Variety KC Inclusive Sprayground at T.B. Hanna Station:**
Families enjoyed the Chick-Fil-A food truck and a complimentary frozen treat from the Raymore Parks & Rec concession stand.
- Recreation Park - 2-5 year old playground replacement project:** The 2-5 year playground at Recreation Park will be replaced this summer. The area will be fenced off as crews remove the old equipment and build a brand new play area. The project began the week of July 10.
- Movie in the Park:** Friday July 21: Dusk at T.B. Hanna Station Park - Black Panther Wakanda Forever



Other News

- Parks and Recreation staff prepared Recreation Park for the Spirit of America Celebration

- Parks and Recreation Staff attended a safety meeting with the Emergency Management Department, Police and with the South Metro Fire Marshall for the final Spirit Of America event meeting.
- Park Maintenance crews began repairing the white vinyl fence at Recreation Park due to vandalism.
- Parks Superintendent Steve Rulo, Recreation Superintendent Todd Brennon and Parks and Recreation Director Nathan Musteen attended the RAC expansion project meeting and a preconstruction meeting for the 2-5 year old playground replacement at Recreation Park.
- Athletic Coordinator Nick Cook conducted two interviews for concessions. Cook also wrapped up the summer season of baseball/softball/teeball.
- The Parks and Recreation Board met in regular session on June 27. During the work session, a presentation was given on the The Ridge mountain bike trails at Hawk Ridge Park.
- Summer camp's theme for the week of June 26-30 was Sports. Campers played various different sports throughout the week. Campers will take advantage of the Spirit of America festivities on Friday during the day as the bounce houses and inflatables will be delivered early for the campers.
- Parks maintenance staff cleaned up parks after Fourth of July celebrations.
- Summer Camp Theme for July 3-7 was Party in the USA. Campers played various patriotic games with arts and crafts. Summer campers also took a field trip to Worlds of Fun.
- Athletic Coordinator Nick Cook and Recreation Coordinator Corinne Harkins began preparing sports, recreational and instructional program information for the upcoming program guide that will be released this fall.
- Athletic Coordinator Nick Cook created and sent the summer adult softball schedule to team managers. Games began July 9 at Recreation Park.
- Centerview hosted a blood drive, an HOA meeting, Bunco, Switch Club, the Sounds of South KC Community band, a celebration of life and a family reunion the week of July 10.
- Summer camp theme for July 10 - 14 was Nature Education week with 79 participants. Campers visited the Kansas City Zoo for the field trip this week.
- Park Maintenance crews poured a concrete pad for a memorial bench in Recreation Park, sprayed weeds around the lake at Hawk Ridge Park and the maintenance shop.
- Thank you to Public Works for mowing around Johnston Lake at Hawk Ridge Park.
- Recreation Superintendent Todd Brennon met with Edward Chemicals at the Variety KC Inclusive Sprayground.
- Parks and Recreation Director Nathan Musteen met with Todd Polk of CFS Engineers on Friday to discuss upcoming park improvements.
- Park Staff and Human Resources Director Shawn Aulgur held an interview for the Park Maintenance Worker 1 position.

- Parks and Recreation Director Nathan Musteen, Recreation Superintendent Todd Brennon, Parks Superintendent Steve Rulo and other City Staff attended a presentation on youth scoreboards at the baseball/softball complex.

Now Hiring Awesome People!

www.raymore.com/joinparks

Part-time seasonal positions, Park Maintenance Worker 1, Full Time position with benefits. For more information or to complete an application, check us out online at:
<https://www.raymore.com/residents/find-city-jobs>



Facility Use for the Month

Centerview

2 HOA Meeting
Wedding Reception
Garden Club Monthly Meeting
3 Celebrations of Life
2 Family Reunions
Tri-County Art League
CPR Training
Police Department Motor Vehicle Training
Animal Control Training (3 Days)
Sounds of South KC Concert
Blood Drive
Sunset Lake Painting Class
Bunco / Bridge Clubs

RAC

Volleyball Practice
Summer Day Camp Use

Picnic Shelters

38 Shelter Rentals



The Summer Issue of the Missouri Parks and Recreation magazine features the 2023 Membership Directory, staff announcements from across the state, and stories about fellow MPRA member communities.

On page 32 - An article on the Hawks Nest All-Inclusive Playground is highlighted. The article is inserted below.

Thanks to Communications Manager, Melissa Harmer for submitting the article for publication.

Raymore Celebrates Grand Opening Of Hawk's Nest Inclusive Playground

Submitted by Melissa Harmer, Raymore Parks and Recreation

History was made at the grand opening of the Hawk's Nest All-Inclusive Playground at Hawk Ridge Park on May 1, 2023, as Raymore became the only city in the United States to offer three fully accessible play spaces to its residents and visitors.

Guests joined City of Raymore staff and members of the Raymore city council, the park and recreation board and other boards and commissions for the ribbon cutting.

"This playground levels the playing ground for everybody," Raymore Parks and Recreation Director Nathan Musteen said. "It's life changing for some folks. It creates normalcy for others who don't have it and it brings family and people together. That's the theme of our city, coming home to more. That's what we want to do."

The city partnered with Unlimited Play, a not-for-profit organization, to bring the inclusive playground to Hawk Ridge Park at 701 Johnston Pkwy. Executive Director Natalie Mackay's son was born with a severe disability. He used a wheelchair and liked to play like everyone else, but he was limited to sitting on the edge and watching the other children play because he couldn't access the playground. Mackay was determined to provide a place for her son to play and founded Unlimited Play for that purpose. The organization now works nationwide to help bring fully accessible playgrounds to communities.



Mackay said that inclusive playgrounds are life changing for her family and for families just like hers in Raymore.

"You believed that every single community member deserves the right to play, and I stand in front of you as a mom to say thank you," Mackay said. "Thank you for all of the families who deserve the right to play."



The universally accessible playground is specially designed to give children with disabilities and critical illnesses the same opportunities for play, exercise, and social interactions as any other child. Children and their caregivers can access all areas of the playground thanks to the smooth, spongy surfacing, ramps from bottom to top, and accessible play equipment.

Hawk's Nest features play pieces that integrate the senses, encourage social play, and allow children to climb, spin, and slide.

The Hawk's Nest was funded by the city's park fund and general fund, grants from the Missouri Department of Natural Resources State Parks Division's Land Water Conservation Fund (LWCF) and Sunderland Foundation, and donations from multiple area organizations, businesses, and individuals.

Many playgrounds in the country are inaccessible to people with disabilities, yet play is a critical part of the cognitive, physical, and social development of every child. Inclusive play environments eliminate social and physical barriers and allow children with disabilities and able-bodied children to play together, promoting understanding and new relationships.

Members of the Raymore Parks and Recreation Department and the parks and recreation board are committed to improving the quality of life for residents and creating opportunities for people of all abilities. A playground should not be a barrier to a child, parent, or caregiver with different abilities. Hawk's Nest is the third universally accessible play space in Raymore, joining the Variety KC Inclusive Playground and the Variety KC Inclusive Sprayground at T.B. Hanna Station at 214 S. Washington St.

Prior to the addition of Hawk's Nest, Hawk Ridge Park became the state of Missouri's first Inclusive park in 2019, with a renovation that provided several fully accessible amenities, including a fishing dock, bridge, jetty, shelter house, family restrooms, paved walking trail around Johnston Lake, an amphitheater with a stage accessible via gently sloping concrete walkway (no steps!) and expanded parking and additional ADA restrooms at the alternate entrance.

Hawk Ridge Park and T.B. Hanna Station have each won national awards for their universal design by the American Public Works Association (APWA).

Learn more about the Hawk's Nest inclusive playground at www.raymore.com/hawksnest



- ▶ **FRIDAY, AUG. 18**
- ▶ **HAWK RIDGE PARK**
NEXT TO SOCCER PRACTICE FIELDS
- ▶ **HEAT 1: 5:30 P.M. CHECK IN**
- ▶ **HEAT 2: 6 P.M. CHECK IN**
- ▶ **HEAT 3: 6:30 P.M. CHECK IN**

Join the Raymore Parks & Recreation Department for our annual Mini Mud Run! Children ages 4-12 can run through a number of outdoor obstacles with a little mud & water along the way! Register online at www.raymore.com/parks or call **816-322-2791**.

07/10/2023-7/14/2023 NATURE ED WEEK

Thursday- On Thursday, Raymore Summer Camp went to the Kansas City Zoo and got to see all different kinds of animals and even got to feed some!





Raymore Parks and Recreation Board Agenda Item Information Form

Department Division: P&R Administration
Submitted By: Nathan Musteen
Date: July 27, 2023

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

Title / Issue / Request:

5 Year Capital Improvement Program

Background / Justification:

The Capital Budget is a product of the Capital Improvement Program (CIP), it represents a 5 year plan of capital projects. Each year, the Park Board reviews capital projects and the 5 year plan. Once approved by the Park Board, staff recommends their proposed 5 year plan to the City Manager for his review prior to the City Council presentation in August.

The Park Board has discussed the CIP in a work session and worked with staff to provide an updated 5 year plan. Project budgets may need to be adjusted when final tax revenues are provided.

Financial Impact: - See Attachment

Project Timeline:

July City Manager Review
August City Council Review

Staff Recommendation:

Staff is seeking a recommendation from the Park Board for approval to present to the City Manager and to adjust project budgets to meet revenue projections as necessary.

Attachments:

- 1. Proposed 5 Year CIP

Recommended FY24 - 27 CIP - Proposed

5 Year PROPOSED - Parks Capital Improvements Projects					
Fiscal Year	Category	Project	Park / Location	Budget Amount	Totals
2024	New	HRP - Plaza Shelter	HRP	\$250,000	
	New	Pickleball Court (3 courts)	Rec Park	\$68,000	
		Basketball Court (full court)	West HRP	\$200,000	
					\$518,000
2025	New	T.B. Hanna Station Phase 2 <i>On street parking, park signage, lighting, digital signage & entrance enhancements</i>	TBHS	\$332,000	
	New	Park Signage	All Parks	\$80,000	
					\$412,000
2026	Maintenance	Good Parkway - North Trail Replacement	Linear Parks	\$563,300	
		<i>Good Parkway South (Lucy Webb) Remove & Replace with stream bank improvements</i> <i>Joint Project with Stormwater Sales tax Fund (46)</i>			
					\$563,300
2027	Replacement	Rec Park Baseball Concessions Renovations	RP	\$200,000	
	New	Recreation Park Baseball Complex Scoreboards	RP	\$50,000	
	Replacement	Baseball/Softball Complex Shade Structures	RP	\$200,000	
					\$450,000
2028	Replacement	Rec Park Parking Expansion	RP	\$281,000	
	New	RAC Playground	RP	\$200,000	
					\$481,000



FY 2024 CIP PROJECT SUBMITTAL FORM

DATE:	April 2023	DEPARTMENT:	Parks & Recreation
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PRIORITY:	Important	USEFUL LIFE:	20 years
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PROJECT ORIGINATION:	Additional Design from 2020 Bond Project
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PROJECT TITLE:	HRP Plaza
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PROJECT CATEGORY/TYPE:	Outdoor Recreation / Event Rental Space
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DETAIL BUDGET AMOUNT:	Admin/Inspection: Design Services: Construction: \$ 250,000 (Construction / Grant Match) Land: Other:
	Total: \$ 250,000

FUNDING SOURCE:	Park Sales Tax - Fund 47	\$250,000
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PROJECT DESCRIPTION

<p>The Project - Construction of an event plaza on the east side of Hawk Ridge Park. This would be included in the 2020 No Tax Increase Bond Project approved by voters to build a parking lot and trail connection to the Johnston Lake Loop Trail.</p> <p>This project would be used for construction and as matching funding for a grant application for the Land Water Conservation Fund Federal Grant.</p>

PROJECT JUSTIFICATION

<p>The Plaza is designed to be the main rental attraction at Hawk Ridge Park to complement the Amphitheater for outdoor events such as concerts, weddings and receptions.</p>

BUDGET IMPACT

<p>Addition of routine trash and facility maintenance would be expected. Minimal expense in supplies, just additional labor.</p>
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FY 2024 CIP PROJECT SUBMITTAL FORM

DATE:	April 2023	DEPARTMENT:	Parks & Recreation
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PRIORITY:	Important	USEFUL LIFE:	20 years
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PROJECT ORIGINATION:	Resident Requests/needs - 20 Year CIP target Project
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PROJECT TITLE:	Hawk Ridge Park - Outdoor Basketball Court
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PROJECT CATEGORY/TYPE:	Outdoor Recreation
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DETAIL BUDGET AMOUNT:	Admin/Inspection: Design Services: \$ Construction: \$ 180,000 Land: Other: \$ 20,000 (Contingency, Inflation, etc.)
	Total: \$200,000

FUNDING SOURCE:	Park Sales Tax - Fund 47	\$200,000
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PROJECT DESCRIPTION

The Project - construction of a new full-court outdoor basketball facility at Hawk Ridge Park at the Ridge Athletic Area. This court will not have lights.

PROJECT JUSTIFICATION

The Ridge Athletic Area on the west side of Hawk Ridge Park is the ideal location for an outdoor basketball court on the north side of town. Long requested by residents to add another outdoor basketball court due to overuse of the only court at Recreation Park, this location has parking, restrooms, trail access and is set in the heart of residential areas on the north side of town.

An additional outdoor basketball court is in the 20 year Capital Project Plan of the Parks and Recreation Board.

BUDGET IMPACT

No budget increase is expected. Outdoor restrooms are already under contract and routine park maintenance is already scheduled with the Parks Maintenance Division.



FY 2024 CIP PROJECT SUBMITTAL FORM

DATE:	April 2023	DEPARTMENT:	Parks & Recreation
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PRIORITY:	Important	USEFUL LIFE:	20 years
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PROJECT ORIGINATION:	Resident Requests/needs - Use of current infrastructure
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PROJECT TITLE:	Rec Park Pickleball Courts
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PROJECT CATEGORY/TYPE:	Outdoor Recreation
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DETAIL BUDGET AMOUNT:	Admin/Inspection: Design Services: \$ Construction: \$ 48,000 Land: Other: \$ 20,000 (Contingency, Inflation, etc.)
	Total: \$ 68,000

FUNDING SOURCE:	Park Sales Tax - Fund 47	\$ 68,000
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PROJECT DESCRIPTION

<p>The Project -</p> <ul style="list-style-type: none"> • Removal of the old skatepark equipment and fence near the Public Works facility at Recreation Park. • Crack Sealing, resurfacing and painting of the concrete pad • Installation of three regulation size outdoor pickleball courts • Installation of a 6ft tall black vinyl chain link fence with entrance gates around the court • Installation of court lights <p>With the relocation of the skatepark to the north side of Recreation Park, the concrete pad located under the old skatepark is the perfect size to install three pickleball courts for outdoor play. The pad has been inspected and is still in great shape for continued use.</p>
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PROJECT JUSTIFICATION

<p>Pickleball is the fastest growing sport in the United States and can be played by all ages. Its popularity has required staff to overlay lines on the tennis courts to meet demands, but the dimensions are not the same. This is a popular request by residents every year.</p> <p>Using the old skatepark location that includes a concrete pad, parking lot, water fountain and trail access including restrooms nearby at the baseball concession stand make this a great project that saves over \$300,000 dollars for new construction that was estimated if built at Hawk Ridge Park.</p>

BUDGET IMPACT

No major impact of regular maintenance.



70ft



Raymore Parks and Recreation Board Agenda Item Information Form

Department Division: P&R Administration
Submitted By: Nathan Musteen
Date: July 27, 2023

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

Title / Issue / Request:

FY24 Schedule of Fees

Background / Justification:

The City Council approves a Schedule of Fees and Charges each year in preparation for the upcoming fiscal year.

Staff has attached the Parks and Recreation associated schedule of fees that include changes in red. These recommendations were discussed and included in the proposed budget presented to the Park Board and City Council.

Financial Impact: See Attachment

Project Timeline: Budget Timeline
July - Park Board Review and approval
August - City Manager recommendation to the City Council
October - Budget Approval

Staff Recommendation:

Approve the FY24 recommended Schedule of Fees as presented.

Attachments:

- 1. Schedule of Fees - proposed changes

Farmer's Market

CHANGES IN RED

Booth Space - \$20 per month

1. License fee for merchant, manufacturer and business, except home-based occupations, as listed in Section 605.020(B)

Parks and Recreation

CHANGES IN RED

Shelter Rental Fees - resident

Depot - ½ shelter per day	\$45
Depot - full shelter per day	\$75
Hawk Ridge Park - ½ shelter per day	\$45
Hawk Ridge Park - full shelter per day	\$75
Moon Valley Shelter - per day	\$50
Arboretum (West) Shelter - per day	\$50
Optimists Shelter - per day	\$50
Lions Shelter - per day	\$75

Shelter Rental Fees - non-resident

Depot - ½ shelter per day	\$90
Depot - full shelter per day	\$150
Hawk Ridge Park - ½ shelter per day	\$90
Hawk Ridge Park - full shelter per day	\$150
Moon Valley Shelter - per day	\$100
Arboretum (West) Shelter - per day	\$100
Optimists Shelter - per day	\$100
Lions Shelter - per day	\$150

Athletic Field Rentals (private use / practices)

Resident Fees

Soccer / Flag Football Field	\$35/hour
Soccer / Flag Football Field	\$150/day
Soccer Field Rental per season	\$2000 for 10 weeks
Baseball field reservation - lit - day	\$125
Baseball field reservation - unlit - day	\$100

Non-Resident Fees

Soccer / Flag Football Field	\$75/hour
Soccer / Flag Football Field	\$225/day
Soccer Field Rental per season	\$3000 for 10 weeks
Baseball field reservation - lit - day	\$200
Baseball field reservation - unlit - day	\$150

Athletic Field Rentals (tournament / for profit)

Recreation Park Baseball Complex (6 Fields)	\$1200 / \$600 deposit required (Friday, Saturday & Sunday) \$25 Team Fee (per team) \$25 per hour for Lights (per field) \$15 Field Prep per field (Chalk) \$15 Field Prep per field (Field Drag) \$15 Field Prep per field (Reset Bases)
Recreation Park Soccer Complex (6 Fields)	\$1200 / \$600 deposit required (Friday, Saturday & Sunday) \$25 Team Fee (per team) \$50 Field Prep per additional field (Field Paint, etc.)
Recreation Park Flag Football Fields (4 Fields)	\$800 / \$400 deposit required (Friday, Saturday & Sunday) \$25 Team Fee (per team)

Athletic Field Rentals (Individual / For Profit)

Baseball Field	\$25 per field per hour \$200 per field per day \$25 per hour for Lights (per field) \$15 Field Prep per field (Chalk) \$15 Field Prep per field (Field Drag) \$15 Field Prep per field (Reset Bases)
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Specifically Permitted Rentals

Disc Golf Course Tournament	\$320 per day
The Rink (Private Rental)	\$200 (2 hours)
The Rink (Skate Rentals)	\$5 per pair per day

Services (Park Maintenance Fees)

Regular hourly rate per person	\$30
Overtime hourly rate per person	\$50

Raymore Activity Center NO CHANGES

Open Gym Program Fee	\$3 per visit
Rental Fees	
Deposit	\$600
2 Day Tournament Rental	\$1,200
Gym Half Court	\$50 per hour
Gym Full Court (up to 6 hours)	\$85 per hour
Day Full Facility (6-10 hours)	\$750
Afterhours Full Facility (overnight)	\$1,200

Hawk Ridge Park - Amphitheater NO CHANGES

Rental Fees - resident	
Deposit	\$300
1 Day Rental	\$600
Public Safety Officer*	\$40/hour per Officer
Alcohol Permit	\$100 for any event requesting alcohol
Vendor Fee**	\$50
Rental Fees - non-resident	
Deposit	\$400

1 Day Rental	\$800
Public Safety Officer*	\$40/hour per Officer
Alcohol Permit	\$100 for any event requesting alcohol
Vendor Fee**	\$50

* Public Safety Officers are required for any rental.

- Non-Alcohol Event
 - 1 Officer required for events with 200 attendees
 - 1 additional officer for every 100+ attendees.
- Alcohol Event
 - 2 Officers required
 - 1 additional officer for every 100+ attendees.

** Vendor Fee Approved vendor selling food, drink, goods, merchandise or services.

Centerview NO CHANGES

- a. Non-Prime Time (2 hour minimum): Monday - Thursday, 8:00 A.M. - 10:00 P.M.
Friday, 8:00 A.M. - 4:00 P.M.
- b. Prime Time (4 hour minimum): Friday, 6:00 P.M. - 12:00 A.M.
Saturday - Sunday, 8:00 A.M. - 12:00 A.M.
Listed Holidays

Centerview - Full Facility

	<i>Resident</i>	<i>Non-Resident</i>	<i>Commercial</i>	<i>Holiday</i>
<i>Non-Prime Rate</i>	\$250 / HR	\$300 / HR	\$325 / HR	N/A
<i>Prime Rate</i>	\$325 / HR	\$375 / HR	\$400 / HR	\$450 / HR

Harrelson Hall - Capacity: 240 with tables - 400 seating only (Includes Catering Kitchen)

	<i>Resident</i>	<i>Non-Resident</i>	<i>Commercial</i>	<i>Holiday</i>
<i>Non-Prime Rate</i>	\$195 / HR	\$245 / HR	\$270 / HR	N/A
<i>Prime Rate</i>	\$270 / HR	\$320 / HR	\$345 / HR	N/A

Harrelson Hall A - Capacity: 96 with tables - 154 seating only

	<i>Resident</i>	<i>Non-Resident</i>	<i>Commercial</i>	<i>Holiday</i>
<i>Non-Prime Rate</i>	\$70 / HR	\$105 / HR	\$120 / HR	N/A
<i>Prime Rate</i>	\$95 / HR	\$130 / HR	\$145 / HR	N/A

Harrelson Hall B - Capacity: 144 with tables - 242 seating only (Includes Catering Kitchen)

	<i>Resident</i>	<i>Non-Resident</i>	<i>Commercial</i>	<i>Holiday</i>
<i>Non-Prime Rate</i>	\$130 / HR	\$165 / HR	\$180 / HR	N/A
<i>Prime Rate</i>	\$175 / HR	\$210 / HR	\$225 / HR	N/A

Gilmore Room - Capacity: 16 with tables - 18 seating only

	<i>Resident</i>	<i>Non-Resident</i>	<i>Commercial</i>	<i>Holiday</i>
<i>Non-Prime Rate</i>	\$35 / HR	\$60 / HR	\$85 / HR	N/A
<i>Prime Rate</i>	\$70 / HR	\$95 / HR	\$120 / HR	N/A

The Grove - Outdoor Patio and Lawn

	<i>Resident</i>	<i>Non-Resident</i>	<i>Commercial</i>	<i>Holiday</i>
<i>Non-Prime Rate</i>	\$25 / HR	\$50 / HR	\$75 / HR	N/A
<i>Prime Rate</i>	\$60 / HR	\$85 / HR	\$110 / HR	N/A

Deposits:

- Facility Deposit without serving alcohol \$150
- Facility Deposit serving alcohol \$250

Additional Rental Fees:

- Lobby* \$50
- Visual \$50
- Audio (Soundboard) \$100
- Alcohol Permit \$100
- Public Safety Officer** \$40/HR

* Exclusive Use of the Lobby during an event will have an additional fee. If the event is during regular business hours, signage for the general public and Parks and Recreation customers will be displayed. Note: The lobby is included in all full facility rentals and no additional fee will be charged

** Public Safety Officers are required for any rental during prime time or holiday rentals. Park and Recreation staff will evaluate each rental event to determine if additional security is required.

- Non-Alcohol Event - 1 officer required for events with 200 attendees or more, 1 additional officer for every 100+ attendees
- Event with Alcohol - 2 officers required, 1 additional officer for every 100+ attendees

Listed Holidays: See the Centerview policy for listed holidays



MISCELLANEOUS ITEMS

- *Work Session Notes - June 27, 2023*



Raymore Parks and Recreation Board Work Session Agenda

**Tuesday, June 27, 2023
6:30pm**

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

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

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

Director Musteen, Superintendent Brennon and Superintendent Rulo were present. Also, Recreation Coordinator Corinne Harkins and Athletic Coordinator Nick Cook attended the meeting.

Call to Order - 6:20pm

1. Open Discussion

Members of the Board had the opportunity to ask questions or discuss topics with staff.

General discussion with the Coordinators on current status of programs and leagues.

2. Special Use Permit Requests

Director Musteen provided the Board with two special use permits that were requested of the department. Both permits were approved by staff following policy, this was a presentation to the Board to notify them of the usual use of the facilities.

3. Spirit of America - Event Discussion and Briefing

General discussion on the upcoming Spirit of America event.

Specifically the use of the RAC by Raymore PD and South Metro Fire as a cooling/refresh station if needed.

4. The Ridge Bike Trails

Member Scott provided a presentation and updates on the Ridge Trails at Hawk Ridge Park.

5. Adjournment - 7:16pm