



RAYMORE PARKS AND RECREATION BOARD

SPECIAL MEETING - AGENDA

Tuesday, August 8

100 Municipal Circle
Raymore, Missouri 64083

6:30PM - City Hall, Council Chambers

Or immediately following the Arts Commission Meeting

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **New Business**

A. FY24 Budget Recommendation

Action Item

Staff is presenting the proposed FY24 Parks and Recreation budget for board review and recommendation to the City Council.

B. FY24 Capital Improvement Plan - Amendment

Action Item

An amendment to the FY24 Capital Improvement Plan approved in July 2023 is before the Park Board.

5. **Board Member Comment**
6. **Adjournment**

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.



Raymore Parks and Recreation Board Agenda Item Information Form

Department Division: P&R Administration
Submitted By: Nathan Musteen
Date: August 8, 2022

_____	Discussion Item	X	Action Item
X	Council Recommendation	_____	Presentation

Title / Issue / Request:

FY24 Budget Recommendation

Background / Justification:

Department Staff began the process of preparing the FY24 Budget in early May. During this process, we evaluated current FY23 budget expenditures, projections and future needs.

Staff presented their recommendations to the City Manager the week of June 12.

On July 25, staff presented an overview of the budget process to the Park Board and asked if any specific requests or changes should be addressed and presented to the Board at an upcoming meeting. No requests were made at that time, Director Musteen informed the Board that the proposed budget will be presented for a final review on August 8 in a work session and hold a special meeting of the Park Board immediately following the work session.

The City Manager will present the budget to the City Council on August 21.

Financial Impact: - Materials provided in the work session at 6:00pm

Project Timeline:

Finance Director review and presentation preparations	June
Presentation to City Manager	June
Park Board Review - Work Session	July
Park Board Final Review	August 8
City Manager Final Review	August 9 - 20
City Manager Presentation to the City Council	August 21



FY24 Budget/CIP Public Hearing & 1st Reading
FY24 Budget/CIP 2nd Reading

October 9
October 23

Staff Recommendation:

Staff requests a motion to accept and recommend the proposed FY24 Budget as presented with the authorization for the Parks and Recreation Director and the City Manager to make changes to balance the final budget based on updated projections, expansion items and personnel adjustments if necessary.



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Title / Issue / Request:

5 Year Capital Improvement Program - Amendment

Background / Justification:

On July 25, the Park Board approved the 5 Year Capital Improvement Program. Two amendments are being requested tonight.

- 1) FY23 - A request to use fund balance to pay the difference for the electrical work to install scoreboards at Recreation Park. The Raymore Foundation has \$13,500 available for the project, but the work will cost a total of \$28,500.

Use \$15,000 of fund balance to complete the work

- 2) FY24 - Staff is amending Fund 47 and Fund 27 to show that the Hawk Ridge Park Basketball project is actually split between the funds.

\$100,000 from Park Sales Tax Fund 47
 \$100,000 from Parks Fee in Lieu Fund 27

Financial Impact: See Attachment

Project Timeline: NA

Staff Recommendation: - Approval of the amended Capital Improvement Plan as presented.

Attachments:

- 1. Fund 47 Summary
- 2. Fund 27 Summary

Park Sales Tax (47)

	2020-21	2021-22	2022-23	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
	Actual	Actual	Budget	Projected	Council Adopted	Projected	Projected	Projected	Projected
Fund Balance									
Beginning of Year	245,718	266,857	103,244	191,610	193,276	141,510	144,040	166,718	147,676
Revenue									
Taxes									
Sales Tax (40% of 1/2 cent)	587,245	598,538	631,430	636,804	644,892	651,341	657,854	664,433	671,077
Additional - Council Determined	218,579	152,225	157,858	159,201	161,223	162,835	164,464	166,108	167,769
Less: TIF EATS Transfer			0	0	0	0	0	0	0
Interest	315	3,222	258	10,119	10,119	354	360	417	369
Bond funds closed									
Bond Interest-2007-GO				300,220					
Land Water Conservation Fund Grant				200,000					
Unlimited Play Donation									
Miscellaneous Revenue				160,949					
Transfer from Raymore Community Foundation			30,000	30,000					
Transfers from General Fund	100,000		150,000	150,000	150,000	150,000	150,000	150,000	
Transfers from Capital Improvement Sales Tax Fund									
Transfers from Restricted Revenue Fund									
Total Revenue	906,139	753,985	969,546	1,647,293	966,234	964,530	972,678	980,958	839,216
Total Fund Bal & Revenues	1,151,857	1,020,842	1,072,790	1,838,903	1,159,510	1,106,040	1,116,718	1,147,676	986,892
Expenditures									
Debt Service									
Misc.									
Restricted Revenue Transfer - Future Civic Center									
Transfer to Park Fund for Operations	400,000	350,000	400,000	400,000	450,000	400,000	400,000	400,000	400,000
Transfer to Park Fee in Lieu Fund									
Capital Improvement Transfer									
Capital Projects (Budgeted / reconciled)									
Recreation Park Playground Replacement - Age 2-5		150,000							
Skate Park		226,614							
Dog Park			1,301						
Disc Golf Course Relocation			350,000						
Concession Stand Internet Connectivity w/ WIFI			51,000						
Hawk's Nest Playground			(8,386)						
Rec Park Score Boards	250,000	102,618	651,324						
Hawk Ridge Park - Outdoor Basketball Court			28,500						
Hawk Ridge Park - Plaza			100,000						
Recreation Park - Pickleball Courts			250,000						
Trails Maintenance			68,000						
EI Rec Park Trail			150,000			150,000	150,000	150,000	
T.B. Hanna Station Phase 2			30,000			332,000			
Park Signage						80,000			
Good Parkway Improvements							400,000		
Baseball Concession Stand Renovations								200,000	
Recreation Park Baseball Complex Scoreboards								50,000	
Baseball Shade Structure Replacement								200,000	
Recreation Park Parking Lot Expansion									281,000
RAC Playground									200,000
T.B. Hanna Station Site Work	225,000								
T.B. Hanna Chairs/Tables	10,000								
Total Expenditures	885,000	829,232	981,000	1,645,627	1,018,000	962,000	950,000	1,000,000	881,000
Fund Balance (Gross)	266,857	191,610	91,790	193,276	141,510	144,040	166,718	147,676	105,892
Less: Restricted Balance 0									
Available Fund Balance	266,857	191,610	91,790	193,276	141,510	144,040	166,718	147,676	105,892

Park Fee In Lieu (27)

	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Projected	2023-24 Requested	2024-25 Projected	2023-24 Projected	2024-25 Projected	2025-2026 Projected
Fund Balance Beginning of Year	74,074	115,396	145,182	133,193	130,945	60,582	118,871	178,484	205,244
Revenue									
Fees & Permits									
<i>Park Fee In Lieu</i>	41,064	16,201	25,788	60,174	23,260	23,434	23,727	24,083	24,685
Miscellaneous Revenue			34,400	34,400		34,400	34,400		
Intergovernmental									
Interest	258	1,596	917	6,377	6,377	454	1,486	2,677	5,131
Total Revenue	41,322	17,797	61,105	100,951	29,637	58,289	59,613	26,760	29,816
Total Fund Bal & Revenues	115,396	133,193	206,287	234,145	160,582	118,871	178,484	205,244	235,061
Expenditures									
Dog Park									
HRP - Outdoor Basketball Court			103,200	103,200	100,000				
Total Expenditures	-	-	103,200	103,200	100,000	-	-	-	-
Fund Balance (Gross)	115,396	133,193	103,087	130,945	60,582	118,871	178,484	205,244	235,061
Less: Reserve Balance ()									
Available Fund Balance	115,396	133,193	103,087	130,945	60,582	118,871	178,484	205,244	235,061