

THE RAYMORE PARKS AND RECREATION BOARD MET IN REGULAR SESSION TUESDAY, MAY 23 , 2017, IN THE CITY HALL COUNCIL CHAMBERS AT 100 MUNICIPAL CIRCLE, RAYMORE, MISSOURI.

**MEMBERS PRESENT:** Chairman Manson, Members: Castleman, Eastwood, Harris, Heath, Houdyshell, Seimears and Trautman. Member Cipolla arrived at 7:13pm and took part in all the votes except the minute approval.

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

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

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Personal Appearance**

5. **Acceptance of Minutes of May 23, 2017 Meeting**

**Motion:** Member Harris moved to approve the May 23, 2017 minutes. Member Castleman seconded.

**Discussion:** None

<b>Vote:</b>	8 Aye	Member Castleman	Aye
	0 Nay	Member Cipolla	Absent
	1 Absent	Member Eastwood	Aye
		Member Harris	Aye
		Member Heath	Aye
		Member Houdyshell	Aye
		Member Manson	Aye
		Member Seimears	Aye
		Member Trautman	Aye

6. **Committee Reports**

Budget Committee	(June 13, 2017)
Recreation Committee	(did not meet)
Grounds Committee	(did not meet)

7. **Staff Reports**

Recreation Superintendent John McLain highlighted his written report which included updates on the Rectrac system training for the Centerview facility, preparation for Spirit of America Event on July 1, the upcoming movie night on July 28 at the Depot in T.B. Hanna Station featuring The Lego Batman Movie and announcing the last week for recreation baseball.

Parks Superintendent Steve Rulo submitted a written report. Mr. Rulo reported that Memorial Park parking lot lines were painted, staff has been prepping for Spirit of America celebration and he gave a special thanks to the Board Members for attending the Arbor Day Dedication.

**APPROVED: July 25, 2017 (7-0)**

Parks & Recreation Director Musteen submitted a written report in which he stated that Recreation Superintendent Mclain accepted a \$200 donation check from the Ray-Pec Sunrise Optimist Club to support the Spirit of America celebration, Recreation Coordinator Keith received a grant from Walmart for \$500 and four interviews for the Athletic Coordinator position are scheduled for next week. In addition, Site Supervisor Dave Cappleman submitted a report that the shade structures are a huge hit with the Senior Softball tournament attendees and they also enjoy the park and the trail system. Recreation Park is one of their favorite parks to play in. Musteen also stated that the Spirit of America event will be on July 1 at Recreation, the car show and food trucks all start at 4:00 pm.

**8. Old Business**

**9. New Business**

**A. Park Operations Shop - Facility Fence**

**Action Item**

Part of the Capital Improvement Plan for FY17 included \$50K for the park maintenance facility fencing and replacement of the concrete at the garage door area. This project is budgeted out of Fund 25. Staff brought a recommendation to the board to move forward with the fencing portion of this project. A map of the project area was available.

Member Castleman asked if the improvements would provide a benefit or reduce our risk in that area? Yes it will, more than a benefit, it will ultimately reduce our liability in the long term.

Member Eastwood asked if they thought of extending the fence to the south of the shops? Yes but it is currently cost prohibitive, but will be looked at in the future.

Member Harris asked will the \$39,00 include the mow strip? Yes.

**Motion:** Member Harris moved to accept the Park's Operations Shop Facility Fence of \$39,000, with American Fence Company.  
Member Castleman seconded.

**Discussion:**

<b>Vote:</b>	9 Aye	Member Castleman	Aye
	0 Nay	Member Cipolla	Aye
	0 Absent	Member Eastwood	Aye
		Member Harris	Aye
		Member Heath	Aye
		Member Houdyshell	Aye
		Member Manson	Aye
		Member Seimears	Aye
		Member Trautman	Aye

**B. Concrete Improvement Projects**

**Action Item**

The FY17 Capital Improvement plan included several concrete projects related to park improvements. Staff requested a recommendation of the board to move forward with a contract for the projects.

Member Harris commented on the presentation of the proposals and not having other bidders? Director Musteen agreed that the method is different due to the fact that Public Works is still checking references on all the bidders and working through the process for their associated projects. Musteen added that there were 4 bidders for the total project and the park related project were under the budgeted amount. The Park Board would be approving the ADA Access at Memorial Park and Park Maintenance bay approach portions of the total bid. By getting approval for the bidder of the park projects, the entire project can move forward when the references are finalized. However, it is at the Park Board's discretion to wait.

**Motion:** Member Harris moved to accept the Concrete Improvement Projects  
Member Castleman seconded

**Discussion:** Member Houdyshell asked about the \$1500.00 difference between bidders.

<b>Vote:</b>	9 Aye	Member Castleman	Aye
	0 Nay	Member Cipolla	Aye
	0 Absent	Member Eastwood	Aye
		Member Harris	Aye
		Member Heath	Aye
		Member Houdyshell	Aye
		Member Manson	Aye
		Member Seimears	Aye
		Member Trautman	Aye

**C. Budget Amendment - Memorial Park Concessions Action Item**

Staff is requesting a budget amendment out of Fund 25 fund balance to cover expenses associated with repairs needed at the Memorial Park Concession building.

Member Houdyshell asked about the price difference of \$5350 versus \$6000. Park Superintendent Rulo stated that the the extra amount is for any contingencies, such as wall repair or plumbing issues. The unit must be replaced.

Member Harris asked why this needs to be approved now? Staff is suggesting the amendment be approved now rather than wait another month for the other 2 bidders and the budget amendment process through the council. If the quote obtained is the low bidder, we will use them, if the other quotes are below the \$5350, then the project would be under budget.

**Motion:** Member Harris moved to accept the Budget Amendment of \$6000 for the repairs at the Memorial Park concession stand exhaust fan.  
Member Castleman seconded

**Discussion:** None

<b>Vote:</b>	9 Aye	Member Castleman	Aye
	0 Nay	Member Cipolla	Aye
	0 Absent	Member Eastwood	Aye
		Member Harris	Aye
		Member Heath	Aye
		Member Houdyshell	Aye
		Member Manson	Aye
		Member Seimears	Aye
		Member Trautman	Aye

**10. Board Elections**

**Call for Nominees**

**Motion for Chair:** Member Castleman moved to have the Chairman and Vice-Chair retain their current positions. Chairman Manson called for an affirmation vote.

**Discussion:** Member Houdyshell asked if this vote was the only vote and the only nomination? Chairman Manson replied that it was a motion to retain both seats and would only require one vote. Chairman Manson explained that other nominations can still be made.

<b>Vote:</b>	5 Aye	Member Castleman	Aye
	3 Nay	Member Cipolla	Aye
	1 Abstain	Member Eastwood	Nay
		Member Harris	Nay
		Member Heath	Aye
		Member Houdyshell	Nay
		Member Manson	Abstain
		Member Seimears	Aye
		Member Trautman	Aye

**Motion for Vice Chair:**

Bryan Harris stated he is declining the position for Vice Chair. He feels there are concerns over communications within the Park Board. Discussion ensued among the Board Members regarding the communication concerns. Member Cipolla suggested that the Park Board move the discussion to a work session.

Member Harris moved to table the election of Vice Chair to the July Park Board Meeting. Member Castleman seconded.

**Discussion:** None

<b>Vote:</b>	7 Aye	Member Castleman	Aye
	2 Nay	Member Cipolla	Aye
		Member Eastwood	Nay
		Member Harris	Aye
		Member Heath	Aye
		Member Houdyshell	Aye

Member Manson	Aye
Member Seimears	Nay
Member Trautman	Aye

**11. Public Comment**

**12. Board Member Comment**

Member Harris commented on the good job to the recreation staff for the ball schedule and parks crew for the great fields. He has no ill will toward any board members. Centerview grand opening was awesome.

Member Houdyshell is excited to see the July celebration, everyone on the board is great, but everyone needs to have their own opinion.

Member Eastwood said the shade structures are nice, could we have some more picnic tables?

Member Heath said Centerview is awesome.

Member Cipolla sorry for being late. Commented she has a new appreciation of disc golf through her grandchildren. Will there be area for little kids at the disc golf course?

Chairman Manson-Centerview is excellent and beautiful. He is sorry he has been remiss in his communication in the past. Wants an active participant for the vice chair that feels useful.

**13. Adjournment**

**Motion:** Member Harris moved to adjourn the regular meeting.  
Member Castleman seconded.

**Discussion:** None

<b>Vote:</b>	9 Aye	Member Castleman	Aye
	0 Nay	Member Cipolla	Aye
	0 Absent	Member Eastwood	Aye
		Member Harris	Aye
		Member Heath	Aye
		Member Houdyshell	Aye
		Member Manson	Aye
		Member Seimears	Aye
		Member Trautman	Aye

The regular meeting of the Raymore Park Board adjourned at 7:56 pm.

Respectfully submitted,  
Greta Naab  
Office Assistant