

THE RAYMORE PARKS AND RECREATION BOARD MET IN REGULAR SESSION TUESDAY, AUGUST 22 , 2017, IN THE CITY HALL COUNCIL CHAMBERS AT 100 MUNICIPAL CIRCLE, RAYMORE, MISSOURI.

MEMBERS PRESENT: Chairman Manson, Members: Castleman, Cipolla, Harris, Houdyshell, Seimears and Trautman. Members Eastwood and Heath absent

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

1. Call to Order: Chairman Manson called the meeting to order at 7:02 pm.

2. Roll Call

3. Pledge of Allegiance

4. Personal Appearance

Dan Barnes - Festival in the Park Committee President gave the board a brief update on the upcoming event at Memorial Park, September 21 - 23. The 2017 Festival in the Park is planned and all arrangements are made. There are more sponsors and vendors this year. Movie night on Saturday will feature the movie Trolls. Musical entertainment will be provided on Friday by the band Patton T. Member Harris asked when is wristband night? It is 2 days, Thursday and Friday. Weather over the last couple of years has been good, causing increased patronage. The Festival Organization appreciates the continued help with the festival and the park. Jeff Schmill will be the parade marshall this year to thank him for his tireless work every year.

5. Acceptance of Minutes

July 25, 2017

Motion: Member Harris moved to accept the July 25, 2017 minutes.
Member Castleman seconded.

Discussion:

Vote:	7 Aye	Member Castleman	Aye
	0 Nay	Member Cipolla	Aye
	2 Absent	Member Eastwood	Absent
		Member Harris	Aye
		Member Heath	Absent
		Member Houdyshell	Aye
		Member Manson	Aye
		Member Seimears	Aye
		Member Trautman	Aye

6. Committee Reports

Budget Committee	(did not meet)
Recreation Committee	(did not meet)
Grounds Committee	(did not meet)

7. Staff Reports

Recreation Superintendent John McLain submitted a written report. He highlighted several

APPROVED: October 24, 2017 (8-0, 1 Abstain)

Items during the month of August. Fall sports are ongoing with team building, coach meetings, practice and game schedules. Movie night occurs this Friday August 25 and features the movie Sing.

Parks Superintendent Steve Rulo submitted a written report. He highlighted a correction of start game date for soccer. His previous report indicated that soccer games would start on August 26. They are actually starting September 16. A couple disc golf holes will be temporarily moved due to the RAC construction. Hole #4 tee box will be moved to the West, while hole #5 will be moved 30 yards to the North. All the park seasonals are gone.

Parks & Recreation Director Musteen submitted a written report. He presented the city manager, Mr. Feuerborn, with the proposed budget that will be reviewed by the city council. This is the budget the board approved in July. The Athletic Coordinator position has been offered, pending background checks and drug tests. Jerri Lynn Keith is resigning and moving on to the Cass County Sheriff's Office. GO Bond projects at TB Hanna progress. Staff and the CIP Committee are interviewing potential consulting groups that will help design the features and develop the design and construction plans. They will recommend a company to use, then we will inform the Park Board. The Memorial Park Improvements project will be going out for bids this week. Member Castleman asked if the Dining Out for 89th Sustainment Brigade Event included alcohol. Yes they did. He spoke about the toasting process for the event. How did it go? It went well. Chairman Manson asked about the Mud Run attendance this year. 250 participants vs 182 last year.

8. Old Business

A. Centerview Update

Report Item

Director Musteen provided a brief overview of Centerview operations.

Musteen provided some numbers and statistics for the building including 28 external bookings thus fare with 35 internal (city departments) bookings. 17 bookings are pending to see if they would like to use the building.

Word of mouth is working quite well in getting people in the building for tours and rentals. A more structured advertising campaign will begin later this year. Staff enjoys working in the building. Mr. McLain serves as the facility manager.

Revenues have exceeded expectations, but there are one time expenses as well. We did buy a floor scrubber for Centerview, after renting one for a couple of weeks.

Some policy changes may occur in the future.

There are a few warranty items to address. A few rain leaks going on.

Member Seimears asked as we use the building more, do we have enough staff to attend Centerview after hours and the RAC building at the same time? Director Musteen explained that staff is choosing to attend the first several events so we can evaluate the needs of extra staff. We will train part time staff, both adult and teens to help out as attendants. Will an Event Coordinator be needed? We think that will be something that will be useful down the line.

Member Houdyshell asked if the floor scrubber is transportable? Yes it is not too big. it be transported between buildings. How often is it used? When needed, usually after a bigger rental or as needed based on usage in the buildings. What is the cost of the machine? \$6500 We are hoping we will only need one machine.

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9. New Business

A. Memorial Park Fields 3 and 4

Action Item

The Raymore-Peculiar School District owns the southeast corner of Memorial Park where current tee-ball fields #3 and #4 are located. Staff presented an opportunity to request a transfer of ownership for this section of property.

This is an opportunity to own what we already maintain. First step is a Letter of Request from the Park Board through the City Manager. We are asking the Board's authorization to draft a letter through the City Attorney to have the City Manager present to the School Board.

Chairman Manson asked if there are any monies involved. At this time no money is involved, just the first step of negotiations.

Member Harris asked for clarifications on a few things. Is the north parking lot ours and the south lot theirs? The north is ours and the south is theirs. Will the request include the south parking lot? No we will only ask for the grassy area and the fields. Is it something we need to consider regarding the expansion of the parking lot if needed? Perhaps that will be in the negotiation process.

Motion: Member Harris moved to accept the action item to have city staff start the process for a Letter of Request from the Park Board.

Member Houdyshell seconded

Discussion: Member Castleman asked if we have thought about asking the area be donated to the City. No discussions have been started yet.

Vote:	7 Aye	Member Castleman	Aye
	0 Nay	Member Cipolla	Aye
	2 Absent	Member Eastwood	Absent
		Member Harris	Aye
		Member Heath	Absent
		Member Houdyshell	Aye
		Member Manson	Aye
		Member Seimears	Aye
		Member Trautman	Aye

11. Public Comment

12. Board Member Comment

- Member Cipolla offered congratulations on the mud run.
- Member Seimears commented that the mud run was awesome! She enjoyed watching the kids get muddy. Staff was very involved helping out the kids
- Member Houdyshell stated she was sorry she missed the mud run. She really enjoys the bed of flowers at Lucy Webb and Memorial Park. She also likes the one by Recreation Park island.
- Member Harris commented the flower beds do look good. Sing the movie is awesome, go see it! The Farmer's Market runs 5 more weeks. Festival in the Park is upcoming. Mud run was great, was fun working at the foxhole obstacle. Thanks to Mrs. Keith for her service to the city and her work for the Park Board, the food trucks, Touch a Truck, the Christmas Tree Trail and the special events she helped bring to the city.
- Chairman Manson offered congratulations on the increased attendance at the mud run.

13. Adjournment

APPROVED: October 24, 2017 (8-0, 1 Abstain)

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

Discussion: None

Vote:	7 Aye	Member Castleman	Aye
	0 Nay	Member Cipolla	Aye
	2 Absent	Member Eastwood	Absent
		Member Harris	Aye
		Member Heath	Absent
		Member Houdyshell	Aye
		Member Manson	Aye
		Member Seimears	Aye
	Member Trautman	Aye	

The regular meeting of the Raymore Park Board adjourned at 7:54 pm.

Respectfully submitted,
Greta Naab
Office Assistant