



RAYMORE PARKS AND RECREATION BOARD

AGENDA

Tuesday, January 23, 2018

**7:00PM - City Hall
100 Municipal Circle
Raymore, Missouri 64083**

- 1. Call to Order**
- 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 28, 2017
 - B. Park Board Minutes December 12, 2017
- 6. Committee Reports**

Recreation Committee	(did not meet)
Budget Committee	(did not meet)
Grounds Committee	(did not meet)
- 7. Staff Reports**
Recreation Superintendent
Parks Superintendent
Parks & Recreation Director
- 8. Old Business**
 - A. T.B. Hanna Station Action Item

Staff is presenting a recommendation to the Park Board for award of contract with CFS Engineers for design consulting and construction management at T.B. Hanna Station.
- 9. New Business - None**



10. **Public Comment**
11. **Board Member Comment**
12. **Adjournment**

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

- *Recreation Committee Meeting Notes - January 9 2018*
 - *Status of Capital Improvements*
 - *Financials - As of December 31, 2017*
-

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 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, NOVEMBER 28 , 2017, IN THE CITY HALL COUNCIL CHAMBERS AT 100 MUNICIPAL CIRCLE, RAYMORE, MISSOURI.

MEMBERS PRESENT: Chairman Manson, Members: Castleman, Cipolla, Heath, Harris, Houdyshell, Seimears and Trautman. Member Eastwood is absent. Member Cipolla arrived after the vote to approve the minutes.

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

1. Call to Order: Chairman Manson called the meeting to order at 7:03 pm.

2. Roll Call

3. Pledge of Allegiance

4. Personal Appearances

5. Acceptance of Minutes October 24, 2017

Motion: Member Harris moved to accept the minutes of October 24, 2017. Member Castleman seconded.

Discussion:

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

6. Committee Reports

Recreation Committee	October 24, 2017
Budget Committee	(did not meet)
Grounds Committee	(did not meet)

7. Staff Reports

Recreation Superintendent John McLain submitted a written report. He highlighted several items - Staff wrapped up fall programming and are getting ready for winter programs. Mayor's Christmas Tree lighting this Friday will include cookies, cocoa and Santa photo opportunity. Athletic Coordinator Brennon is working on basketball league and practices. Coaches meeting is Thursday night.

Member Harris asked when is the actual tree lighting. It will be after the Mayor addresses the crowd, which should take about 15 minutes.

Parks Superintendent Steve Rulo submitted a written report. He highlighted that MDC stocked trout in Johnston Lake, about 900 fish, and the same amount should be stocked again in February. Park staff did get the water fountain tapped for Ward Park Place. The fountain will be placed shortly as

will the pergola. Boy scouts will have their annual Christmas tree recycling January 6, 8 am-1 pm. They will be collecting the trees on the deck of the park house.

Member Harris thanked staff for the fountain at Ward Park and asked when the fountain will be installed? Superintendent Rulo stated it will be installed in about three weeks, with water turned back on in the spring.

Harris asked is the Scout recycling program the only option for tree disposal? Or will the current trash hauler take care of trees at the curb? Director Musteen stated we will check with Mr. Ekey about the new trash hauler and if they will pick up the Christmas trees.

Parks & Recreation Director Musteen submitted a written report. He highlighted that the cement projects at Memorial Park are wrapping up. Asphalt has been laid for the trail, curb and guttering as well. Signs for the arboretum will be ordered for the spring. Wednesday the Mayor and the Rotary Club will plant 14 trees on Lucy Webb at the South end of the park. Hawk Ridge Park preliminary plans have been submitted to City departments for review. The design consultants will present the plan to Planning and Zoning on December 19th. Approved proposal by the CIP committee of T. B. Hanna will be presented to Mr. Feuerborn.

8. New Business

A. Unlimited Play

Action Item

Staff presented a Memorandum of Understanding between Unlimited Play and the City of Raymore for the partnership to build an inclusive playground at Hawk Ridge Park.

Member Houdyshell asked how long will it take to raise the funds, how much will need to be raised and who will they target for the fundraising? Director Musteen stated depends on the design as to the cost needed, anywhere from \$250,000 to \$500,000 which is what we would need for us.

Member Houdyshell asked since we have a limited time frame to use the GO bond money, does it conflict with the fund raising? Director Musteen stated we can use the GO bond money to do the basic start up while the fundraising continues.

Chairman Manson asked can this part of the park be separated from the project? Director Musteen Yes.

Member Castleman asked if the fundraising is all local? Director Musteen stated they will develop a team locally to target the local area cities and corporations. Member Castleman asked can we campaign to use the money for the railcar placement for the playground? Director Musteen stated that would be up to the City Manager.

Member Seimears asked if the \$10,000 would be the only fee they need? Director Musteen Yes

Member Harris said that in the MOU #3 it is stated that we would have to use the preferred vendor for Unlimited Play, specifically Little Tikes Commercial. Does this limit the bargaining power and fees to be paid? Director Musteen stated they have done bidding with all the major suppliers. Since this has been done by Unlimited Play, we don't have to do 3 quote bidding for playground equipment. We are paying them \$10,000 for 4 services; design, fundraising, public relations and construction supervision.

Member Harris asked if we can do those 4 things internally? Is it worth the money to use them for those services? Director Musteen stated they have expertise in all the areas that go above what we can do. Chairman Manson said this will help to alleviate the work the staff would need to do.

Member Houdyshell asked if we have talked to other cities that used their services? Director Musteen stated yes and we have not heard any negative feedback.

Member Seimears likes that the owners have children with disabilities. They have an insight into what kids with special needs require.

Member Castleman asked if the contract will expire? Director Musteen stated we will negotiate the project timeline.

Member Trautman asked how they build a fundraising team. Director Musteen stated they will work with the staff to put together a team to take on the fundraising effort.

Motion: Member Harris moved to accept the MOU between Unlimited Play and the City of Raymore and present to the City Council.
Member Castleman seconded.

Discussion:

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

11. Public Comment

12. Board Member Comment

Member Trautman thanked the staff for the continued hard work on a daily basis.
Member Castleman commented that events at Centerview are very solid for November.
Member Houdyshell gave everyone holiday wishes.
Member Seimears wished happy holidays and thanks to the staff.
Member Heath wished happy holidays to all.
Chairman Manson wished happy holidays and thanks to the staff.

13. Adjournment

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

Discussion: None

Vote:	8 Aye	Member Castleman	Aye
	0 Nay	Member Cipolla	Aye

1 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 7:51 pm.

Respectfully submitted,
Greta Naab
Office Assistant

THE RAYMORE PARKS AND RECREATION BOARD MET FOR SPECIAL SESSION TUESDAY DECEMBER 12, 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. Member Eastwood and Member Heath are absent.

STAFF PRESENT: Director Musteen, Superintendent Rulo and Superintendent McLain.

Attorney Jonathan Zerr was present. Jim Schuessler was present representing CFS.

1. Call to Order: Chairman Manson called the meeting to order at 7:03 pm.

2. Roll Call

3. Pledge of Allegiance

4. New Business

A. T. B. Hanna Station Improvements

Action Item

The 2016 G.O. Bond initiative included improvements at T.B. Hanna Station. These improvements include a sprayground, playground and other amenities. An RFQ for a design consultant was issued in late summer. Staff presented a recommendation to the Park Board for award of contract with CFS Engineers.

Member Harris asked the cost of the ice rink? Outside shelter is \$40,000

Member Houdyshell asked for the other cost to put the ice rink under the shelter. \$30,000-\$35,000 with the difference being the cost of fencing.

Member Houdyshell asked if we can find the money to include the ice rink as well as the other items? We can look into finding the money and present it at the next work session.

Member Harris, if we go ahead with the contract for the design, will it have the sprayground, the playground and the bathrooms? Director Musteen stated that they will design the sprayground and the bathrooms. The ice rink and the playground are not part of this contract. If the Board chooses to use CFS for the design of the playground and the ice rink, those items can be amended at the January 16 work session. Today's contract sets the cost for the design and construction.

Member Houdyshell asked why do we need any assistance for the ice rink? Director Musteen responded we could probably do that in house but their assistance would help keep the flow of the park.

Member Cipolla thought the restrooms were prefabricated. Why do we need them to do any designing for it? Director Musteen stated layout, infrastructure, utilities, and they will help engineer and design.

Member Seimears is curious as to what the finances are applied to? CFS representative Jim Schuessler responded that mechanical, electrical and plumbing will use the bulk of the money. They have to meet health codes. They will need to make sure all

the pieces of the sprayground will work together. Also they will consult with the board to make sure they are happy with the design and the process. Member Seimears asked what does the bidding cost include? Schuessler stated creating the drawings and meetings with the contractors to find the best bid for construction.

Member Harris asked if we can convert the sprayground to the ice rink in the winter? Director Musteen stated it is a possibility, although we currently have all the concrete we need for the sprayground under the Depot. Discussion ensued.

Chairman Manson called for a motion to accept the action item.

Member Harris stated he cannot make a motion tonight, because it does not include the ice rink. He feels that it would just come back for approval again. He feels that the ice rink was promoted to the public and that we can find the funds to include it in this contract.

The Board can ask the staff to gather the ice rink information and amend it to the contract at a future date.

Director Musteen suggested tabling the action item.

Jonathan Zerr stated that a motion to table would be needed.

Motion: Member Harris moved to table the T. B. Hanna Consultant contract to the next Board meeting January 23. Member Harris also would like to give the staff directions to research the ice rink.

Member Houdyshell 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

B. Budget Amendment

Action Item

The Parks and Recreation Office Assistant that serves as the main customer service representative is currently a part-time position. Staff presented a proposal to convert this part-time position to a full-time position. A budget amendment will be required.

Member Harris asked for clarification on the the money being amended.

Motion: Member Harris moved to accept the budget amendment for the full time Office Assistant.

Member Castleman seconded

Discussion: Member Castleman asked as facilities expand will we see an expansion of staff? Director Musteen stated we will see more when the RAC building is completed.

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	

5. Adjournment

Motion: Member Harris moved to adjourn the regular meeting.

Member Castleman seconded.

Discussion: None

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

The meeting of the Raymore Park Board adjourned at 7:31 pm.

Respectfully submitted,
Greta Naab
Office Assistant

STAFF REPORT

To: Park Board
From: John McLain, CPRP/AFO
Recreation Superintendent
Date: January 2018
Subject: Recreation Report

Administrative Operations

- Staff worked on programming activities in Rec Trac for Spring.
- Staff booked rentals for Centerview, both internal and paid.
- Provided customer service via the phone, email, and walk ups.
- Superintendent McLain continued scheduling Facility Attendants to work Centerview afterhour rentals.
- Superintendent McLain continued scheduling and working with contractors repairing warranty items at Centerview.
- Staff continued implementation of policy and procedures for Centerview.
- Staff completed set up and breakdowns of facility bookings at Centerview.
- Staff gave Centerview tours and rental quotes to interested parties.
- Staff updated RecTrac with new programs and events.
- Staff helped begin registration for the Winter/Spring programs.
- Staff began planning details to upcoming events.

Meetings/Trainings Attended

- Athletic Coordinator Brennon
 - December 11 - South Metro Basketball game scheduling meeting
 - December 14 - NAYS (National Alliance for Youth Sports) Webinar
 - December 14 - Challenger Sports soccer camp and training meeting
 - December 18 - Recreational soccer shareplay meeting with Harrisonville and Pleasant Hill.
 - December 28 - KCML Soccer meeting
 - January 10 - Recreational and competitive soccer meeting
 - January 11 - Support staff planning meeting with Coordinator Patrick
 - January 18 - KCML Soccer Meeting
- Recreation Coordinator Patrick
 - December 6 - Kansas City Metro Programming meeting
 - December 7 - Kona Ice meeting with business developer Eric Wright
 - December 13 - Aging Mastery program meeting with facilitators Monique Lewis and Karen Bartz
 - January 11 - Support staff planning meeting with Coordinator Brennon
- Recreation Superintendent McLain
 - December 5, 12, & 19 - One on one with Recreation Coordinator Patrick
 - December 5, 12, & 19 - One on one with Athletic Coordinator Brennon

- December 5, 12, & 19 - One on one with Office Assistant Naab
- December 12 - Park Board meeting
- December 14 - Marketing Meeting with Communication Specialist McGhee
- December 14 - Challenger Sports soccer camp and training meeting
- December 27 - Rec Trac software build update
- December 27 - Parks Code review meeting
- January 4, 9, 16, 23, & 30 - One on one with Recreation Coordinator Pattrick
- January 4, 9, 16, 23, & 30 - One on one with Athletic Coordinator Brennon
- January 4, 9, 16, 23, & 30 - One on one with Office Assistant Naab
- January 9 - Park Board work session
- January 10 & 25 - Bi-weekly Marketing meeting with Communication Specialist McGhee
- January 10 - Soccer programming meeting
- January 12 - Meeting with local soccer club representative
- January 16 - Joint work session with City Council and Park Board
- January 23 - Park Board meeting

Programs

- Staff set up, oversaw and packed up Mayor's Tree Lighting and Christmas Tree Trail
- Staff collected, counted and distributed items for Mayor's Coat Drive
- Staff finalized planning new programs and events for the Winter Program Guide.
- Staff continued offering programs at Centerview.
- New programs are being researched by new coordinators.

Rentals/Events/Concessions

- Rentals
 - Centerview
 - December 1 - Holiday Party
 - December 1 - Retirement Party
 - December 2 - South Metro Holiday Party
 - December 5 - Tri-County Art Holiday Party
 - December 5 - Communications
 - December 5 - HOA Meeting
 - December 6 - Parks and Recreation
 - December 12 - Police
 - December 13 - Communications & Parks and Recreation
 - December 13 - HOA Meeting
 - December 14 - Community Bank
 - December 15 - Parks and Recreation
 - December 17 & 18 - Parks and Recreation
 - December 20 - Communications & Parks and Recreation
 - December 21 - HOA Meeting
 - December 27 - Communications
 - December 27 - Baptist Church
 - January 3 - Communications
 - January 5 - Communications
 - January 5 - HOA Meeting
 - January 6 - Baby Shower
 - January 9 - Parks and Recreation
 - January 9 - HOA Meeting

- January 10 - Communications
- January 11 - Parks and Recreation
- January 13 - Birthday Party
- January 16 - Police
- January 18 - Communications & Parks and Recreation
- January 19 - Police & Parks and Recreation
- January 23 - Parks and Recreation
- January 23 - Chamber of Commerce
- January 23 - HOA Meeting
- January 24 - Communications
- January 25 - Communications & Parks and Recreation
- January 25 - HOA Meeting
- January 25 - Edward Jones
- January 26 - Parks and Recreation
- January 27 - Employee Relations Committee
- January 29 - Parks and Recreation
- January 30 - Parks and Recreation
- January 30 - HOA Meeting
- January 31 - Communications
- Ball Fields
 - N/A
- Events
 - Held during the Month
 - December 1- Mayor's Tree Lighting
 - Upcoming
 - February 9- Father-Daughter Valentines Ball
 - March 31- The City of Raymore's Annual Easter Festival
- Concessions
 - Concessions are shut down for winter.

Sports (Adult)

- Men's Softball
 - Spring Season scheduled to begin April 29, registration currently open.

Sports (Youth)

- Winter Sports
 - Tiny Basketball
 - Program began January 13.
 - 37 total participants
 - Instructional Basketball
 - Program began January 13.
 - 34 total participants
 - Youth Basketball Program
 - Season began games January 13.
 - 194 total participants
 - 1 Competitive Basketball team.
 - Futsal
 - Currently 21 enrolled in Futsal program.

- Last day of program February 9.
- Spring
 - Tiny Sports
 - Tiny Soccer and Tiny T-Ball registrations are currently open
 - Soccer
 - Registration is open.
 - Baseball/Softball
 - Registration is open.

STAFF REPORT

To: Park Board
From: Steve Rulo
Parks Superintendent
Date: January 23, 2018
Subject: Parks and Maintenance Report

Park Operations

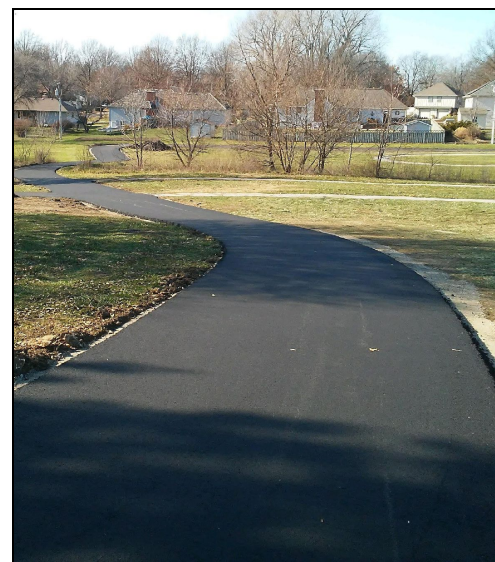
- Park Staff prepped and helped out at the Mayor's Tree Lighting Event.
- Park Staff trimmed trees around Johnston Lake.
- Park Staff poured the concrete apron around the pad at Ward Park for the Pergola install.
- Staff fixed walls and painted at the Park House so it is ready for summer camp.
- The Fence project at the maintenance shop is nearing completion.
- Equipment has been taken in for winter service.
- Staff has started remodeling the shop offices and lunch room.
- Staff has helped out with plowing snow when needed for snow events.
- Staff picked up approximately 100 trees for free from the Forest Relief out of St. Louis. Some of the trees were planted by the Rotary Club in Memorial Park.

MONTHLY REPORT

December 2017 / January 2018

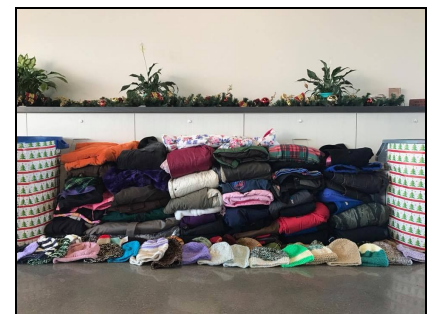
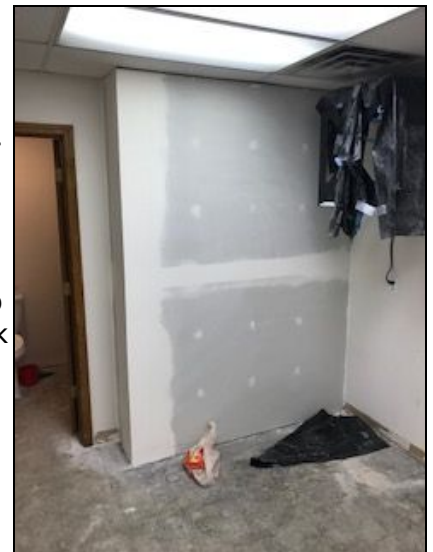
HIGHLIGHTS

- The Parks & Recreation Department hosted the Mayor's Christmas Tree Lighting celebration at T.B. Hanna Station on Friday, Dec. 1.
- Fourteen local businesses and organizations participated in the Christmas Tree Trail as they decorated Christmas Trees at T.B. Hanna Station for the Mayor's Tree Lighting Celebration. The Christmas Tree Trail remained on display throughout the holiday season.
- Park Maintenance staff removed and stored the yellow and green shade fabric on the shade structures at the Recreation Park baseball complex for the winter.
- The Kansas City Metro Programmers Group met at Centerview in early December for their regularly scheduled meeting. This a roundtable discussion of ideas and recreation programs being offered in the metro area, about 25 recreation professionals attended the meeting.
- The new trail at Memorial Park and the Park Maintenance Facility fencing projects made significant progress. Weather has delayed final completion.
- The South Metro Sports Group consisting of Belton, Grandview, Peculiar, Harrisonville, Raymore and Pleasant Hill have joined forces to provide opportunities for boys and girls in kindergarten through 8th grade to play recreational basketball. Youth basketball league practices began in December and games began January 20.
- Recreation Coordinator Katie Pattrick used December to plan for several upcoming programs and events. The Father-Daughter Valentine's Ball, 50 Plus Day Trips and Aging mastery Program information and much more are available in the Parks and



Recreation program guide delivered to residents in early January.

- Parks Superintendent Steve Rulo completed the application process for the Tree City USA certification. Tree City USA is a nationwide program that provides the framework for communities to manage their public trees. More than 3,400 communities have made the commitment to becoming a Tree City USA. Raymore has been recognized as a Tree City USA community since 2013.
- Recreation Superintendent John McLain and Athletic Coordinator Todd Brennon met with representatives from Challenger Sports in December, topics of the meeting included Raymore United SC trainer obligations and summer soccer camp offerings.
- Parks maintenance staff worked on the administration area of the parks maintenance facility. As part of the 2018 CIP plan, the administration area at the parks maintenance shop was slated for remodel and upgrades. Staff is doing the work in-house throughout the winter months.
- Recreation Superintendent John McLain and Office Assistant Greta Naab assisted the I.T. Department and Vermont Systems support staff in updating the RecTrac software system.
- Parks & Recreation Department held the 2017 Mayor's Coat Drive. Donation efforts brought in 63 coats, 40 hats/pairs of gloves and extra articles of clothing.
- Athletic Coordinator Todd Brennon attended Kansas City Metro League soccer meeting in late December. The meeting was held to prepare and plan for the upcoming spring competitive soccer season.
- The Parks Maintenance crew members participated in the snow removal plan with Public Works during recent snow events.
- Registration for spring sports is underway. For more information on youth baseball/softball, girls volleyball and youth soccer, contact the Parks and Recreation Office at 816-322-2791 or log onto www.raymore.com/parks
- Director Nathan Musteen and Superintendent Steve Rulo attended the Shade Tree Conference in Topeka, Thursday, Jan. 11 and Friday, Jan. 12.
- Progress continues on the Raymore Activity Center.



- Recreation Coordinator Todd Brennon attended and assisted with South Metro Sports Group competitive basketball coaches meeting held in Belton on Tuesday, Jan. 9.
- Youth recreational basketball, instructional basketball and tiny basketball programs started Saturday, Jan. 13. These programs will use the South Middle School and the Creekmoor Elementary School gyms.

PARKS & RECREATION BOARD

December 12, 2017: The Parks & Recreation Board met in a special meeting. Topics of discussion included a budget amendment for personnel and award of contract for improvement designs and consulting at T.B. Hanna Station.

January 9, 2018: The Parks & Recreation Board met in work session. Topics included further discussion of the improvement projects and a contract for consulting and design at T.B. Hanna Station. In addition, the Board discussed the upcoming Joint Work Session with the City Council.

CENTERVIEW

Centerview continues to remain a popular venue for events, parties, meetings and trainings. Since December 1, 2017 through January 14, the facility was utilized on 55 different occasions including: Shop with a Cop hosted the Raymore Police Department and the Emerald Club's Holiday Party hosted by the Community Bank of Raymore.

RECREATION PROGRAMS & SPECIAL EVENTS

SPRING VOLLEYBALL LEAGUE

Register by 2/9 to receive \$10 discount!

Girls: Grades 3-8

- Six-week league + single elimination tournament
- Practices start in March
- Games in April and May

Fee: \$65
Register by 2/23




REGISTRATION IS OPEN FOR SPRING SPORTS!

Spring Volleyball League

Recreational Soccer

Spring South Metro USSSA Competitive Baseball and Softball

Adult Softball

www.raymore.com/parks





2018 Raymore Youth Basketball Programs

- Tiny Basketball - 37 participants
- Instructional Basketball - 34 participants
- Youth Basketball League - 265 players
- Competitive Basketball League - 1 team



RAYMORE
come home to *more*

WE'RE HIRING

Seasonal Horticulturist

For more information or to apply, visit Raymore.com/Jobs



Father-Daughter
Valentine's Ball

Friday, Feb. 9 ♥ 7-9 p.m. ♥ Centerview
Ages 4-12

Join in a special evening that fathers and daughters will remember for a lifetime. There will be music, snacks, games and a photo booth to help capture the memories.

Ages: 4-12

Cost: \$30 per couple + \$5 for each additional daughter or dad.

Register by Feb. 2 to attend! Call 816-322-2791.



Raymore Parks and Recreation Board Agenda Item Information Form

Department Division: P&R Administration
Submitted By: Nathan Musteen
Date: January 23, 2018

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

Title / Issue / Request:

T.B. Hanna Station Consultant Contract

Background / Justification:

In August, the City of Raymore interviewed three qualified architect / design teams who submitted proposals to plan and prepare final design, layout and construction phase documents for the T.B. Hanna Station Improvements.

On September 12, staff gave an update to the Park Board regarding the design consultant interviews for the T.B. Hanna Station Improvements. After a brief outline of the interviews and scoring of the interview team, staff requested to bring to the Park Board at a future business meeting a recommendation for CFS Engineering as the preferred choice of the interview committee.

During October and November, staff worked with the CFS Engineer team and members of the Capital Improvement committee to identify the scope of work and present a project that meets the expectations as defined by the 2016 G.O. Bond initiative and stays within the funding allocated for the project.

The Park Board reviewed the proposal for the improvement projects on December 12. With a few changes as directed by the Board, staff presented a revised proposal to the City Council on January 16 in a joint work session of the City Council and Park Board.

Listed below are cost estimates on the proposed projects and attached is a draft contract for consulting services including construction supervision with CFS Engineers for T.B. Hanna Station Improvements.



The proposal reflects the revisions as directed by the Park Board and approved by the Council during the January 16th work session.

Financial Impact: \$53,100

Sprayground (Priority #1)

Consulting / Design Fees	
• CFS & Indigo Design	\$ 9,000
• MEP Consultant Design	\$ 12,000
• Bidding	\$ 1,700
• Construction Administration	\$ 3,500

TOTALS

Design / Consulting Fees: \$ 26,200

Synthetic Ice Rink (Priority #3)

Consulting / Design Fees	
• CFS	\$ 4,000
• Bidding	\$ 500
• Construction Administration	\$ 500

TOTALS

Design / Consulting Fees: \$ 5,000

Restroom (Prefab Concrete ADA Restroom)

Consulting / Design Fees	
• CFS & Indigo Design	\$ 3,000
• MEP Consultant Design	\$ 2,500
• Bidding	\$ 900
• Construction Administration	\$ 2,700

TOTALS

Design / Consulting Fees: \$ 9,100

Post Office / Storage Facility

Consulting / Design Fees	
• CFS & Indigo Design	\$ 2,000
• Strata Architecture	\$ 6,400
• MEP Consultant Design	\$ 1,200
• Bidding	\$ 1,200
• Construction Administration	\$ 2,000

TOTALS

Design / Consulting Fees: \$ 12,800

Project Timeline:

January 23 -	Park Board
February 12 -	1st Reading, City Council
February 26 -	2nd Reading, City Council
February 27 -	Notice to Proceed

Staff Recommendation:

Staff recommends CFS Engineers as the best qualified firm for award of the T.B. Hanna Station Improvement Project and requests a motion to move forward with a recommendation to the City Council in the amount of \$53,100 for consulting, design, bidding and construction administration fees.

Attachments:

1. Draft - Contract



CITY OF RAYMORE
CONTRACT FOR PROFESSIONAL SERVICES

TB Hannah Station Improvements

Agreement made this 26th day of February 2018 between CFS Engineers, an entity organized and existing under the laws of the State of Missouri, with its principal office located at 1421 E. 104th St., Suite 100, Kansas City, MO 64131, hereafter referred to as the **Consultant**, and The City of Raymore, Missouri, a Charter City organized and existing under the laws of the State of Missouri, with its principal office located at 100 Municipal Circle, Raymore, Missouri, hereafter referred to as the **City**.

This contract and applicable attachments represent the entire understanding and agreement between the parties and no oral, implied, alterations or variations to the contract will be binding on the parties, except to the extent that they are in writing and signed by the parties hereto. This contract shall be binding upon the heirs, successors, administrators, executors and assigns of the parties hereto.

In the event there are any inconsistencies in the provisions of this contract and those contained in the proposal they will be resolved in accordance with the terms of this contract.

This contract is effective as of February 27, 2018 and coincidental with the City Manager's signature and attestation by the City Clerk and shall remain in effect as described within the attachments.

ARTICLE I
THE WORK

Consultant agrees to perform work and provide deliverables as specified in and according to the Request for Qualifications/Quote RFQu #17-276-301 further refined by the Scope of Services in Appendix A and the General Terms and Conditions in Appendix B, commonly referred to as Contract Terms and Conditions and according to Contract Agreement set forth here. Consultant agrees to provide all labor, materials, tools, permits, and/or professional services and perform the contracted work in accordance with all specifications, terms and conditions as set forth within RFQu #17-276-301 including insurance and termination clauses as

needed or required. The work as specified in Appendix A, may commence upon the signing of this contract and scheduling and approval of the City.

ARTICLE II TIME OF COMMENCEMENT AND COMPLETION

The work shall begin upon Council approval and City Manager's signature. The date of substantial completion shall be that date when the project or portions of the project are officially accepted by the Owner through formal action of the City Council for utilization of the project for its intended purpose. The City shall be the sole determiner as to the fulfillment of the work as described.

ARTICLE III CONTRACT SUM AND PAYMENT

The City agrees to pay the Consultant, \$53,100 which is "not to exceed" fifty three thousand, one hundred dollars for completion of the work, subject to the provisions herein set.

ARTICLE IV CONTRACT PAYMENT

The City agrees to pay the Consultant for the completed work as follows:

The Consultant shall provide the City with monthly billings for progress payments as the work is completed. Payment will constitute full and complete payment as per individual invoice and within thirty (30) days of completion and acceptance of Consultant's work. The City will be the sole judge as to the sufficiency of the work performed.

In the event of the Consultant's failure to perform any of his duties as specified in this contract and addendums, or to correct an error within the time stipulation agreed upon by both parties, the City shall have the right to deduct an amount not to exceed twenty-five (25%) per invoice.

Lien waivers shall be provided, as applicable, to the City with each progress billing/monthly invoice, for that portion of completed work. Full release lien waivers from all vendors, suppliers and sub-Consultants shall be provided to the City prior to final payment of retainage, as applicable.

Payment shall be made upon receipt of invoices presented in duplicate as outlined in Appendix B.

ARTICLE V INSURANCE REQUIREMENTS

Insurance shall be provided as outlined in the General Terms and Conditions Appendix B to the Contract.

All policies for liability protection, bodily injury, or property damage shall include the City of Raymore as an additional insured as such respects operation under this contract (except for Worker's Compensation and Professional Liability coverage).

Consultant agrees to hold harmless and indemnify the City from any liability for damage, injury or death arising out of the work performance of the contract.

ARTICLE VI RESPONSIBILITIES

The City shall provide all information or services under their control with reasonable promptness and designate a representative to render decisions on behalf of the City and on whose actions and approvals the Consultant may rely.

The Consultant's responsibilities and obligations under this agreement are accepted subject to strikes, outside labor troubles (including strikes or labor troubles affecting vendors or suppliers of Consultant), accidents, transportation delays, floods, fires, or other acts of God, and any other causes of like or different character beyond the control of Consultant. Impossibility of performance by reason of any legislative, executive, or judicial act of any governmental authority shall excuse performance of or delay in performance of this agreement. The City and the Consultant shall agree upon such any delay or cancellation of performance and execute an agreement in writing documenting the excuse of performance or delay in performance of this agreement.

Consultant agrees to provide all services necessary to perform and complete the contract as specified. Consultant further agrees to keep and not change Project Manager and Project Team without notification and consent of the City.

Consultant will supervise and direct the work performed, and shall be responsible for his employees. Consultant will also supervise and direct the work performed by sub-Consultants and their employees and be responsible for the work performed by sub-Consultants hired by the Consultant.

Consultant agrees to obtain and maintain, during the term of this contract, the necessary licenses and permits required by federal, state, county and municipal governments to perform the services as required by this contract. Consultant shall bear the cost of any permits which he is obligated to secure. Consultant will also ensure any sub-Consultants hired will obtain the necessary licenses and permits as required.

Consultant agrees to comply with all applicable federal, state, county and municipal laws and regulations, including, but not limited to, affirmative action, equal employment, fair labor standards and all applicable provisions of the Occupational Safety and Health Act of 1970, as amended. Consultant agrees to ensure sub-Consultants and their employees comply with all applicable laws and regulations aforementioned.

Consultant also agrees to be, at all times, in full compliance with any and all applicable federal, state and local laws and regulations as they may change from time to time.

ARTICLE VII TERMINATION OF AGREEMENT

With Cause – If Contractor fails to perform his duties as specified in this contract, the City through its appointed representative, shall notify the Contractor to correct any default under the terms of this contract. Such notification may be made in writing, and delivered via regular, certified facsimile or e-mail. If the Contractor fails to correct any default after notification of such default, the City shall have the right to immediately terminate this agreement by giving the Contractor ten (10) days written notice, and delivered via regular, certified facsimile or e-mail.

Without Cause – The City may terminate this agreement at any time by providing sixty (60) days written notice, by certified mail, to the Consultant at the address listed below. In the event this agreement is terminated, the City may hold as a retainer the amount needed to complete the work in accordance with Appendix B specifications.

ARTICLE VIII ARBITRATION

In case of a dispute, the Consultant and the City shall each appoint a representative, who, together, shall select a third party attorney in good standing and licensed to practice law in Missouri, to arbitrate the issue. Resolution of the issue will be binding upon both parties.

ARTICLE IX WARRANTY

Consultant shall, within ten (10) days of written notice from the City, correct any work found to be defective, incorrect or not in accordance with Appendix A specifications.

Consultant warrants that the goods shall be delivered free of the rightful claim of any third person by way of non-payment on the part of the Consultant for any tools and equipment in use or materials used and consumed on City property in completion of this agreement, and if City receives notice of any claim of such infringement, it shall, within ten [10] days, notify Consultant of such claim. If City fails to forward such notice to Consultant, it shall be deemed to have released Consultant from this warranty as to such claim.

ARTICLE X AFFIDAVIT of WORK AUTHORIZATION

Pursuant to 285.530 RSMo, the consultant must affirm its enrollment and participation in a federal work authorization program with respect to the employees proposed to work in connection with the services requested herein by

- * submitting the attached AFFIDAVIT OF WORK AUTHORIZATION and
- * providing documentation affirming the bidder's enrollment and participation in a federal work authorization program (see below) with respect to the employees proposed to work in connection with the services requested herein.

E-Verify is an example of a federal work authorization program. Acceptable enrollment and participation documentation consists of the following two pages of the E-Verify Memorandum of Understanding (MOU): 1) a valid, completed copy of the first page identifying the bidder and 2) a valid copy of the signature page completed and signed by the bidder, the Social Security Administration, and the Department of Homeland Security – Verification Division.

ARTICLE XI
ENTIRE AGREEMENT

The parties agree that this constitutes the entire agreement and there are no further items or provisions, either oral or otherwise. Consultant agrees that it has not relied upon any representations of Consultant as to prospective performance of the goods, but has relied upon its own inspection and investigation of the subject matter.

The parties have executed this agreement at The City of Raymore the day and year first above written.

IN WITNESS WHEREOF, the parties hereunto have executed two (2) counterparts of this agreement the day and year first written above.

SEAL)

THE CITY OF RAYMORE, MISSOURI

By: _____
Jim Feuerborn, City Manager

Attest: _____
Jean Woerner, City Clerk

SEAL)

CFS ENGINEERS

By: _____

Title: _____

Attest: _____

Appendix A

Scope of Services

The following projects have been identified in the General Obligation Bond and additional capital improvement projects identified for T.B. Hanna Station:

- **General Obligation Bond Projects**
 - Sprayground
 - Synthetic Ice rink

- **Future Projects**
 - Public Restrooms
 - Remodel of Existing Historic Post Office Structure

For purposes of this contract, the scope of work will include the following tasks associated with the sprayground, synthetic ice rink, public restroom facility, remodel of existing historic post office structure and general park improvements related with these amenities.

TASK 1: THE PLAN

Site Visit: Members of the CFS Team and representatives of the City will visit the project site to review the existing conditions and any impacts to the final design. Elements to be reviewed include but are not limited to: existing amenities; access; surrounding land use (existing and future); existing utilities and infrastructure; topography and drainage patterns; viewsheds and vistas; and existing vegetation.

Field Survey: CFS will assist City Staff in acquiring topographic and boundary surveying services for the park area with all pertinent information needed to prepare the required design and construction documents. Cost for Survey Services are Additional Services to this agreement.

City Council Work Session / Presentation: CFS will participate in a presentation to the City Council and the Park Board to confirm project design, priorities and preferences.

Review Meetings: The design team will meet with City staff for final approval of a presentation to the Parks and Recreation Board and the City Council. The plans will include an updated conceptual plan that identifies all the proposed projects currently funded and for future improvements.

TASK 2: DESIGN DEVELOPMENT

Design: Upon approval of the Park Board and City Council, The CFS Team will complete a set of design development drawings (for all components selected by city staff to move forward with design. See fee schedule below.) This task includes a team design workshop, submission of design documents with alternatives, cost estimate and review meeting with City Staff.

Task 2: Design Development will require two (2) City/team meetings.

TASK 3: CONSTRUCTION DRAWINGS (for selected design projects to move forward)

Design: Upon approval review of design development comments, the CFS Team will complete the Construction Drawings which will further detail the planned improvements associated specifically with the sprayground, synthetic ice rink, public restroom facility, remodel of existing historic post office structure and general park improvements related with these amenities which includes but not limited to the following:

- Grading and Erosion Control Plans
- Sprayground, Pump House, Plumbing Plans and Details
- Sprayground, storage facility and Restroom Layout Drawings
- Restroom and storage facility Mechanical, Electrical and Plumbing Hookups
- Synthetic Ice Rink layout, the Depot conversion, storage facility needs and decorative fencing.

Cost Estimate: In addition, the CFS team will revise the Preliminary Opinion of Probable Construction Costs. The costs will be based on quantity takeoffs of the completed plans.

Project Manual: The Design Team will document all Technical Specifications for the work included in the Construction Documents and will coordinate with the City to prepare the full project manual and necessary bid documents. The City will provide front end documents for bidding. The Design Team will also complete all required permit applications. Securing the final permit(s) will be the responsibility of the successful contractor.

Anticipated attendance at two (2) City Department / Design Team meetings over the course of the Construction Drawing Phase and a final presentation at a Planning and Zoning Meeting.

TASK 4 - BIDDING AND NEGOTIATION

CFS will assist the City with assembling the bid documents, advertising for bid, assembling a list of qualified bidders, and answer questions of bidders prior to the bid date. CFS will attend pre-bid meetings with staff to review the project with potential bidders. CFS will assist the City with bid tabulation and review and assist with bid qualification.

TASK 5 – CONSTRUCTION PHASE SERVICES

During the construction phase of the project, CFS will provide construction administration services. Below is a summary of scope.

- Process Shop Drawings, Materials Submittals, Substitution Requests, Addenda, and other necessary documentation.
- CFS will review pay applications in comparison to work in progress.
- Attend regular progress meetings.
- Perform periodic site visits to observe construction progress and conformance with design intent and construction documents.
- Provide quick resolution to any conflicts that may occur during construction with the goal of maintaining design integrity and project schedule.
- Process punch lists and project closeout documentation.

Appendix B

General Terms and Conditions

A. *Procedures*

The extent and character of the services to be performed by the Consultant shall be subject to the general control and approval of the Parks and Recreation Director in consultation with the Finance Director or their authorized representative(s). The Consultant shall not comply with requests and/or orders issued by any other person. The Parks and Recreation Director will designate his/her authorized representatives in writing. Both the City of Raymore and the Consultant must approve any changes to the contract in writing.

B. *Contract Period*

Award of this contract is anticipated prior to the end of February 2018, with final design and bid specifications completed within 90 days.

C. *Insurance*

The Consultant shall procure, maintain, and provide proof of, insurance coverage's for injuries to persons and/or property damage as may arise from or in conjunction with, the work performed on behalf of the City of Raymore by the Consultant, its agents, representatives, employees or sub consultants. The City of Raymore shall be named as an additional insured under such insurance contracts (except for Worker's Compensation coverage). A Certificate of Insurance will be required within ten calendar days from the date of receipt of the Notice of Award. Claims made on policies must be in force or that coverage purchased for three (3) years after contract completion date.

1. General Liability

Owners and Protective Liability.

Minimum Limits

General Liability:

\$2,000,000 Each Occurrence Limit

D. *Hold Harmless Clause*

The Consultant shall, during the term of the contract including any warranty period, indemnify, defend, and hold harmless the City of Raymore, its officials, employees, agents, residents and representatives thereof from all suits, actions, or claims of any kind, including attorney's fees, brought on account of any personal injuries, damages, or violations of rights, sustained by any person or property in consequence of any neglect in safeguarding contract work or on account of any act or omission by the Consultant or his employees, or from any claims or amounts arising from violation of any law, bylaw, ordinance, regulation or decree. The vendor agrees that this clause shall include claims involving infringement of patent or copyright.

E. *Exemption from Taxes*

The City of Raymore is exempt from state sales tax and federal excise tax. Tax exemption certificates indicating this tax exempt status will be furnished on request, and therefore the City shall not be charged taxes for materials or labor.

F. *Employment Discrimination by Contractors Prohibited/Wages/ Information*

During the performance of a contract, the Consultant shall agree that it will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, or disabilities, except where religion, sex or national origin is a bona fide occupational qualification reasonably necessary to the normal operation of the Consultant; that it will post in conspicuous places, available to employees and applicants for employment, notices setting forth nondiscrimination practices, and that it will state, in all solicitations or advertisements for employees placed by or on behalf of the Consultant, that it is an equal opportunity employer. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient to meet this requirement.

The Consultant will include the provisions of the foregoing paragraphs in every subcontract or purchase order so that the provisions will be binding upon each sub consultant or vendor used by the Consultant.

G. *Invoicing and Payment*

The Consultant shall submit invoices, in duplicate, for services outlined above in the scope of services under Appendix A.

H. *Cancellation*

The City of Raymore reserves the right to cancel and terminate this contract in part or in whole without penalty upon 30 days written notice to the Consultant. Any contract cancellation notice shall not relieve the Consultant of the obligation to deliver and/or perform on all outstanding orders issued prior to the effective date of cancellation.

I. *Contractual Disputes*

The Consultant shall give written notice to the City of Raymore of its intent to file a claim for money or other relief at the time of the occurrence or the beginning of the work upon which the claim is to be based.

The written claim shall be submitted to the City no later than sixty (60) days after final payment. If the claim is not disposed of by agreement, the City of Raymore shall reduce their decision to writing and mail or otherwise forward a copy thereof to the Consultant within thirty (30) days of receipt of the claim.

City decision shall be final unless the Consultant appeals within thirty (30) days by submitting a written letter of appeal to the Finance Director, or his designee. The Finance Director shall render a decision within sixty (60) days of receipt of the appeal.

J. *Severability*

In the event that any provision shall be adjudged or decreed to be invalid, such ruling shall not invalidate the entire Agreement but shall pertain only to the provision in question and the remaining provisions shall continue to be valid, binding and in full force and effect.

K. *Applicable Laws*

This contract shall be governed in all respects by federal and state laws. All work performed shall be in compliance with all applicable City of Raymore codes.

L. *Drug/Crime Free Work Place*

The Consultant acknowledges and certifies that it understands that the following acts by the contractor, its employees, and/or agents performing services on City of Raymore property are prohibited:

1. The unlawful manufacture, distribution, dispensing, possession or use of alcohol or other drugs; and
2. Any impairment or incapacitation from the use of alcohol or other drugs (except the use of drugs for legitimate medical purposes).
3. Any crimes committed while on City property.

The Consultant further acknowledges and certifies that it understands that a violation of these prohibitions constitutes a breach of contract and may result in default action being taken by the City of Raymore in addition to any criminal penalties that may result from such conduct.

M. *Inspection*

At the conclusion of each job order, the Consultant shall demonstrate to the Public Works Director or his authorized representative(s) of the City that the work is fully complete and in compliance with the scope of services. Any deficiencies shall be promptly and permanently corrected by the Consultant at the Consultant's sole expense prior to final acceptance of work, and normal warranties shall be issued at point of final acceptance by the City of Raymore.

N. *No Escalation of Fees*

The pricing of services contained in the contract for the selected Consultant shall remain in effect for the duration of the contract. No escalation of fees will be allowed.

O. *Permits*

The successful Consultant shall be responsible for obtaining all permits, and for incurring all expenses associated with those permits, prior to proceeding with the scope of work and services described in this solicitation. Included in these permits will be the "Business License" required of all vendors doing business within the City limits of Raymore (unless otherwise directed by the City Clerk). This permit can be obtained from the office of the City Clerk, 100 Municipal Circle, Raymore, Missouri, 64083.

P. Release of Information

Pursuant to 610.021 RSMo, all documents within a request for proposal will become open record to the public upon a negotiated contract being executed. All documents within a request for bid become open record as soon as the bid is opened. Bidders and proposers should be aware that all documents within a submittal will become open records.

Q. Rejection of Bids

The City reserves the right to reject any and all bids, to waive technical defects in the bid, and to select the bid deemed most advantageous to the City.

R. Affidavit of Work Authorization and Documentation:

Pursuant to 285.530 RSMo, the consultant must affirm its enrollment and participation in a federal work authorization program with respect to the employees proposed to work in connection with the services requested herein by

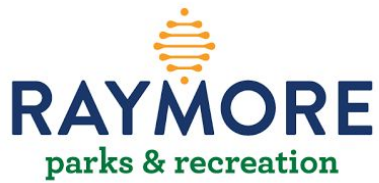
- * submitting the attached AFFIDAVIT OF WORK AUTHORIZATION and
- * providing documentation affirming the bidder's enrollment and participation in a federal work authorization program (see below) with respect to the employees proposed to work in connection with the services requested herein.

E-Verify is an example of a federal work authorization program. Acceptable enrollment and participation documentation consists of the following two pages of the E-Verify Memorandum of Understanding (MOU): 1) a valid, completed copy of the first page identifying the bidder and 2) a valid copy of the signature page completed and signed by the bidder, the Social Security Administration, and the Department of Homeland Security – Verification Division.



MISCELLANEOUS ITEMS

- January 9, 2018 - Work Session Notes
- Status of Capital Improvements (P&R Related)
- Financials - As of December 31, 2017



**Work Session Agenda
Raymore Parks and Recreation Board**

Tuesday, January 9, 2018

**6:00PM - City Hall
100 Municipal Circle
Raymore, Missouri 64083**

Park Board Chair Manson called the meeting to order at 6:05pm.

Members of the Park Board present were Chairman Manson, Vice Chairman Trautman, Members Houdyshell and Harris.

City Staff present: Recreation Superintendent McLain, Parks Superintendent Rulo and Parks and Recreation Director Musteen.

1. T.B. Hanna Station

- a. Director Musteen gave a review of the G.O. Bond improvement projects scope of work, consultant design fees and presentation to the Park Board.
 - i. A brief summary of the improvement projects and changes that were made at the Park Board's direction were presented.
 - 1. The Synthetic Ice Rink was included in the proposal
 - ii. Discussion ensued regarding project details including the connecting trail, future parking and restroom facility.
 - iii. General discussion continued - Park Board approved the proposed plan and directed Staff to present the plan to the City Council at the joint work session on January 16th with no changes.

2. Other

- a. Director Musteen reminded the Park Board Members of the upcoming joint work session on January 16th and the items on the agenda.
 - i. The Board was provided a brief refresher on Unlimited Play, the difference between ADA and all-inclusive and the track record of Unlimited Play with similar projects.
- b. The RAC
 - i. Director Musteen informed the Board that construction continues on the RAC and reminded them that the interior color scheme has been changed to match colors within the new branding plan.
- c. Football Goal Posts
 - i. Staff requested that the goal posts be removed at Recreation Park for safety reasons and to utilize the field solely as a soccer field for Raymore United games.
 - ii. The Board supports staff in removal of the goal posts

3. Adjournment - The meeting was adjourned at 7:00pm

Status of Park & Recreation Capital Improvements

1/23/2018

2017 Projects

- **Memorial Park Improvements:** This project will provide much needed improvements at Memorial Park including upgrades to the walking trail and the addition of a loop trail. *Park Sales Tax Fund, \$150,000 (NM)*
 - Loop Trail is finished, trail edges to be backfilled when weather allows
 - Boardwalk bridge will be installed when weather allows
 - Old trail on west side to be crack sealed and fog sealed in the spring as soon as weather permits
 - Completion - Spring 2018
- **ADA Access to Memorial Park Ball Fields:** A project that improves the accessibility on fields #1 and #2 at Memorial Park. Concrete pads will be installed at the spectator areas of both fields and connect to the future trail scheduled for FY17. *Park Sales Tax Fund, \$65,000 (NM)*
 - Construction is complete
- **Memorial Park West Parking Lot Extension:** With the improvements scheduled for Memorial Park's west side, the current parking lot is not sufficient to support the expected use. This project will expand the current lot and increase parking opportunities. *Park Sales Tax Fund, \$37,500 (NM)*
 - New construction is complete, remaining portions of the project include crack seal and fog seal the old parking lot and striping the entire parking lot.
 - Completion Spring 2018
- **Ward Park Shelter Facility:** A small picnic shelter will be built on a 12' x 12' pad to provide shade and offer a place to rest and picnic near the playground at Ward Park. *Park Sales Tax Fund, \$6,500 (NM)*
 - Park Maintenance staff are doing this project in-house. A cedar pergola will be constructed and installed along with a water fountain.
 - A water line has been installed with the help of Public Works
 - A concrete pad has been poured for the foundation of the structure and to set the new water fountain
 - The pergola will be completed in January when weather allows.
- **Raymore Arboretum:** This project converts the west side of Memorial Park into a living Arboretum with entrance and educational signage and supplemental tree planting. This project provides the Raymore Tree Board the opportunity to fund enhancements at the designated area of Memorial Park into an Arboretum. *04 - Restricted Revenue Fund \$10,000 (NM)*
 - This project is contingent on the trail/parking lot work currently under construction at Memorial Park.
 - Tree identification signs have been designed and trees currently in the park have been identified. Entrance signs at the north and south points of the park will be bid and manufactured in January/February and installed upon delivery.
 - The current trees will be trimmed and mulched along with new tree plantings to be ready for a ribbon cutting for late Spring 2018.

- Trail Lighting: This project involves a systematic study of costs, safety and needs assessment prioritizing the installation of lights along the trail system in the Parks and Recreation Department. *Park Sales Tax Fund, \$100,000 (NM)*
 - Project on hold
- Park Maintenance Facility Fencing & Building Apron - This project would involve installation of a six foot high chain link fence around the work area on the east side of the main shop facility, along with a concrete parking apron and maintenance bay approach to the building. *Capital Improvement Sales Tax Fund \$50,000, (NM)*
 - Currently under construction
 - Completion - January 2018

2016 Projects

- Hawk Ridge Park Phase (I-b) ADA Dock: This project involves the purchase and installation of an ADA dock in Johnston Lake at the park. Staff worked with CAPS (Community Assistance Program) with the Missouri Department of Conservation seeking opportunities for grants and partnerships to obtain additional funding. The Council and Park Board approved an updated agreement in which the MO Department of Conservation will provide assistance with this project and other amenities totalling 75% of total project costs with a maximum of \$178,000. In addition, a 50 ft long fishing jetty will be added to the overall fishing access portion of the project. *Parks Sales Tax Fund, \$45,000 (NM)*
 - Before P&Z on 12/19
 - Under plan review of MDC and City Engineering Department
 - Bidding to begin upon conclusion of the review process
 - Completion - Fall 2018
- Hawk Ridge Park Phase (I-c) Restroom: This project would involve the installation of a restroom facility at the park. This project has been partnered with the ADA Dock listed above and is also being completed and jointly funded under the CAPS agreement. *Park Sales Tax Fund, \$90,000 (NM)*
 - Before P&Z on 12/19
 - Under plan review of MDC and City Engineering Department
 - Bidding to begin upon conclusion of the review process
 - Completion - Fall 2018

2015 Projects

- Hawk Ridge Park Walking Trail - Lake Loop
This trail will be a concrete path that is 4" in depth and 10' in width that loops around the perimeter of Johnston Lake. This project was initially delayed and has been partnered with the ADA Dock listed above. The loop trail is also partially funded under the CAPS agreement. *Park Sales Tax Fund, \$160,000; (NM)*
 - Before P&Z on 12/19
 - Under plan review of MDC and City Engineering Department
 - Bidding to begin upon conclusion of the review process
 - Completion - Fall 2018

2013 Projects

- Landscaping Throughout the City - This project involves replacing or installing trees, shrubs and flowers in four City parks. *Park Sales Tax Fund, \$28,700. (NM)*
 - The remaining funds on this project will be used for the landscaping at the RAC.
 - The adaptive landscape committee will work together to implement a project that adheres to the new standards adopted by the committee. This will most likely be the 1st project to be designed and completed in-house using the new standards.
 - Completion - Summer 2018 in conjunction with the RAC construction.

Bond Projects

- Centerview: This Project includes the design and construction of a facility located on Municipal Circle that will include: Parks and Recreation Department offices, meeting room, event space, and outdoor gathering space.
 - Construction is complete
- Activity Center at Recreation Park: This project will replace the current Park House Rental / Camp Facility at Recreation Park. The Activity Center will include staff support space, a basketball gym, walking track, volleyball courts and recreation equipment storage space.
 - Construction is Underway
- HAWK RIDGE PARK Projects
 - Before P&Z on 12/19
 - Under plan review of MDC and City Engineering Department
 - Bidding to begin upon conclusion of the review process
 - Completion - Fall 2018

Hawk Ridge Park - Additional Signage: The final phase of the Hawk Ridge Park Master Plan calls for park signage that includes monument entrance signs, facility signs, trail and wayfinding signage, furnishings and other features that will enhance the park experience.

Hawk Ridge Park - Amphitheater: Located on the east side of Johnston Lake in Hawk Ridge Park, the amphitheater is the focal point of the HRP Master Plan and would be the facility for theater, musical performances and other community arts programming. This project involves other amenities that include additional parking, restrooms, trail enhancements, infrastructure and grading work.

Hawk Ridge Park - Parking lot expansion & ADA Playground: This phase of the Hawk Ridge Park improvements include an all-inclusive playground, parking and infrastructure expansion on the north-west side of Johnston Lake.

- Recreation Park Trail Rehabilitation: This project will replace broken down portions of the Recreation Park walking trail, crack seal and reseal the entire loop trail.
 - Construction is complete
- T.B Hanna Station Park - Splash Park/Skate Rink: T.B. Hanna Station will gain a number of new amenities that would join the newly opened Depot shelter. Included in this project would be a spray water park, community ice rink and playground.
 - Design/Consultant Contract before the Park Board (1/23/18)

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
<u>REVENUE SUMMARY</u>									
<u>NON-DEPARTMENTAL</u>									
MISCELLANEOUS	0.00	0.00	0.00	0.00	37.64	1,098.76	0.00	(1,098.76)	0.00
TOTAL NON-DEPARTMENTAL	0.00	0.00	0.00	0.00	37.64	1,098.76	0.00	(1,098.76)	0.00
<u>PARKS DIVISION</u>									
PROPERTY TAXES	0.00	0.00	0.00	376,201.00	257,563.01	258,370.09	0.00	117,830.91	68.68
MISCELLANEOUS	0.00	0.00	0.00	5,305.00	659.68	1,030.17	0.00	4,274.83	19.42
FACILITY RENTAL REVENUE	0.00	0.00	0.00	10,550.00	75.00	450.00	0.00	10,100.00	4.27
TRANSFERS - INTERFUND	0.00	0.00	0.00	450,000.00	8,333.33	16,666.66	0.00	433,333.34	3.70
TOTAL PARKS DIVISION	0.00	0.00	0.00	842,056.00	266,631.02	276,516.92	0.00	565,539.08	32.84
<u>RECREATION DIVISION</u>									
CONCESSION REVENUE	0.00	0.00	0.00	52,000.00	0.00	247.00	0.00	51,753.00	0.48
FACILITY RENTAL REVENUE	0.00	0.00	0.00	15,000.00	0.00	0.00	0.00	15,000.00	0.00
PROGRAM REVENUE	0.00	0.00	0.00	364,025.00	3,599.00	15,967.00	(85.00)	348,143.00	4.36
TOTAL RECREATION DIVISION	0.00	0.00	0.00	431,025.00	3,599.00	16,214.00	(85.00)	414,896.00	3.74
<u>CENTERVIEW</u>									
FACILITY RENTAL REVENUE	0.00	0.00	0.00	50,205.00	2,655.00	5,882.50	0.00	44,322.50	11.72
PROGRAM REVENUE	0.00	0.00	0.00	4,200.00	0.00	0.00	0.00	4,200.00	0.00
TOTAL CENTERVIEW	0.00	0.00	0.00	54,405.00	2,655.00	5,882.50	0.00	48,522.50	10.81
<u>RAYMORE ACTIVITY CENTER</u>									
TOTAL REVENUES	0.00	0.00	0.00	1,327,486.00	272,922.66	299,712.18	(85.00)	1,027,858.82	22.57
<u>EXPENDITURE SUMMARY</u>									
PARKS DIVISION	0.00	0.00	0.00	760,062.00	48,923.41	102,703.05	2,821.38	654,537.57	13.88
RECREATION DIVISION	0.00	0.00	0.00	581,732.00	23,740.92	55,511.54	1,529.78	524,690.68	9.81
CENTERVIEW	0.00	0.00	0.00	54,405.00	3,959.47	4,762.36	1,119.34	48,523.30	10.81
TOTAL EXPENDITURES	0.00	0.00	0.00	1,396,199.00	76,623.80	162,976.95	5,470.50	1,227,751.55	12.06
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	0.00	(68,713.00)	196,298.86	136,735.23	(5,555.50)	(199,892.73)	190.91-

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
NON-DEPARTMENTAL									
=====									
<u>MISCELLANEOUS</u>									
00-4350-0000 INTEREST REVENUE	0.00	0.00	0.00	0.00	37.64	1,098.76	0.00	(1,098.76)	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	0.00	37.64	1,098.76	0.00	(1,098.76)	0.00
<u>TRANSFERS - INTERFUND</u>									
TOTAL NON-DEPARTMENTAL	0.00	0.00	0.00	0.00	37.64	1,098.76	0.00	(1,098.76)	0.00
PARKS DIVISION									
=====									
<u>PROPERTY TAXES</u>									
25-4010-0000 REAL ESTATE PROPERTY TAX	0.00	0.00	0.00	320,442.00	218,955.85	219,118.95	0.00	101,323.05	68.38
25-4020-0000 PERSONAL PROPERTY TAX	0.00	0.00	0.00	55,759.00	38,607.16	39,251.14	0.00	16,507.86	70.39
TOTAL PROPERTY TAXES	0.00	0.00	0.00	376,201.00	257,563.01	258,370.09	0.00	117,830.91	68.68
<u>MISCELLANEOUS</u>									
25-4350-0000 INTEREST REVENUE	0.00	0.00	0.00	5,305.00	659.68	1,030.17	0.00	4,274.83	19.42
TOTAL MISCELLANEOUS	0.00	0.00	0.00	5,305.00	659.68	1,030.17	0.00	4,274.83	19.42
<u>FACILITY RENTAL REVENUE</u>									
25-4710-0000 PARK RENTAL FEES	0.00	0.00	0.00	10,550.00	75.00	450.00	0.00	10,100.00	4.27
TOTAL FACILITY RENTAL REVENUE	0.00	0.00	0.00	10,550.00	75.00	450.00	0.00	10,100.00	4.27
<u>TRANSFERS - INTERFUND</u>									
25-4901-0000 TRANSFER FROM GENERAL FUN	0.00	0.00	0.00	100,000.00	8,333.33	16,666.66	0.00	83,333.34	16.67
25-4947-0000 TRANSFER FROM PARK SALES	0.00	0.00	0.00	350,000.00	0.00	0.00	0.00	350,000.00	0.00
TOTAL TRANSFERS - INTERFUND	0.00	0.00	0.00	450,000.00	8,333.33	16,666.66	0.00	433,333.34	3.70
TOTAL PARKS DIVISION	0.00	0.00	0.00	842,056.00	266,631.02	276,516.92	0.00	565,539.08	32.84
RECREATION DIVISION									
=====									
<u>PROPERTY TAXES</u>									
<u>CONCESSION REVENUE</u>									
26-4700-0000 CONCESSION	0.00	0.00	0.00	52,000.00	0.00	247.00	0.00	51,753.00	0.48
TOTAL CONCESSION REVENUE	0.00	0.00	0.00	52,000.00	0.00	247.00	0.00	51,753.00	0.48

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	15,000.00	0.00	0.00	0.00	15,000.00	0.00
TOTAL FACILITY RENTAL REVENUE	0.00	0.00	0.00	15,000.00	0.00	0.00	0.00	15,000.00	0.00
<u>PROGRAM REVENUE</u>									
26-4715-1600 PROGRAM - LEAGUE MISC	0.00	0.00	0.00	31,150.00	296.00	96.00	0.00	31,054.00	0.31
26-4715-1605 PROGRAM - DAY CAMP	0.00	0.00	0.00	81,450.00	480.00	480.00	0.00	80,970.00	0.59
26-4715-1610 PROGRAM - BASEBALL/SOFTBA	0.00	0.00	0.00	93,050.00	408.00	408.00	0.00	92,642.00	0.44
26-4715-1615 PROGRAM - BASKETBALL	0.00	0.00	0.00	28,350.00	830.00	11,880.00	(85.00)	16,555.00	41.60
26-4715-1620 PROGRAM - SOCCER	0.00	0.00	0.00	60,100.00	344.00	904.00	0.00	59,196.00	1.50
26-4715-1625 PROGRAM - ADULT SOFTBALL	0.00	0.00	0.00	20,250.00	0.00	0.00	0.00	20,250.00	0.00
26-4715-1630 PROGRAM - MISC	0.00	0.00	0.00	9,675.00	136.00	184.00	0.00	9,491.00	1.90
26-4715-1635 PROGRAM - INSTRUCTIONAL	0.00	0.00	0.00	6,300.00	240.00	665.00	0.00	5,635.00	10.56
26-4715-1640 PROGRAM - TINY SPORTS	0.00	0.00	0.00	11,000.00	440.00	800.00	0.00	10,200.00	7.27
26-4715-1645 PROGRAM - FITNESS	0.00	0.00	0.00	7,200.00	425.00	550.00	0.00	6,650.00	7.64
26-4720-0000 SPECIAL EVENT CONTRIBUTIO	0.00	0.00	0.00	15,500.00	0.00	0.00	0.00	15,500.00	0.00
TOTAL PROGRAM REVENUE	0.00	0.00	0.00	364,025.00	3,599.00	15,967.00	(85.00)	348,143.00	4.36
TOTAL RECREATION DIVISION	0.00	0.00	0.00	431,025.00	3,599.00	16,214.00	(85.00)	414,896.00	3.74
CENTERVIEW =====									
<u>MISCELLANEOUS</u>									
<u>FACILITY RENTAL REVENUE</u>									
27-4710-0000 RENTAL FEES	0.00	0.00	0.00	50,205.00	2,655.00	5,882.50	0.00	44,322.50	11.72
TOTAL FACILITY RENTAL REVENUE	0.00	0.00	0.00	50,205.00	2,655.00	5,882.50	0.00	44,322.50	11.72
<u>PROGRAM REVENUE</u>									
27-4715-1600 PROGRAMS-MISC	0.00	0.00	0.00	4,200.00	0.00	0.00	0.00	4,200.00	0.00
TOTAL PROGRAM REVENUE	0.00	0.00	0.00	4,200.00	0.00	0.00	0.00	4,200.00	0.00
TOTAL CENTERVIEW	0.00	0.00	0.00	54,405.00	2,655.00	5,882.50	0.00	48,522.50	10.81
RAYMORE ACTIVITY CENTER =====									
<u>CONCESSION REVENUE</u>									
<u>FACILITY RENTAL REVENUE</u>									
<u>PROGRAM REVENUE</u>									
=====									

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									
25-5010-1250 SALARIES/WAGES	0.00	0.00	0.00	316,156.00	23,296.42	58,404.45	0.00	257,751.55	18.47
25-5020-1250 FICA	0.00	0.00	0.00	24,858.00	1,733.13	4,381.84	0.00	20,476.16	17.63
25-5030-1250 UNEMPLOYMENT	0.00	0.00	0.00	1,015.00	0.00	0.00	0.00	1,015.00	0.00
25-5040-1250 GROUP INSURANCE	0.00	0.00	0.00	60,925.00	4,547.19	9,091.78	0.00	51,833.22	14.92
25-5045-1250 LAGERS	0.00	0.00	0.00	47,461.00	3,219.55	8,177.44	0.00	39,283.56	17.23
25-5050-1250 OVERTIME	0.00	0.00	0.00	8,791.00	465.52	1,143.52	0.00	7,647.48	13.01
25-5060-1250 WORKERS COMP	0.00	0.00	0.00	8,688.00	632.64	1,265.28	0.00	7,422.72	14.56
TOTAL PERSONNEL	0.00	0.00	0.00	467,894.00	33,894.45	82,464.31	0.00	385,429.69	17.62
COMMODITIES									
25-6065-1250 EQUIPMENT & FIXTURES-PARK	0.00	0.00	0.00	6,900.00	0.00	0.00	0.00	6,900.00	0.00
25-6070-1250 FUEL/OIL	0.00	0.00	0.00	10,150.00	307.16	307.16	302.90	9,539.94	6.01
25-6150-1010 OFFICE SUPPLIES	0.00	0.00	0.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00
25-6260-1250 TOOLS/EQUIPMENT	0.00	0.00	0.00	2,500.00	0.00	0.00	512.39	1,987.61	20.50
25-6270-1010 UNIFORMS	0.00	0.00	0.00	282.00	0.00	0.00	0.00	282.00	0.00
25-6270-1250 UNIFORMS	0.00	0.00	0.00	4,881.00	2,194.72	2,194.72	149.99	2,536.29	48.04
TOTAL COMMODITIES	0.00	0.00	0.00	27,213.00	2,501.88	2,501.88	965.28	23,745.84	12.74
MAINTENANCE & REPAIRS									
25-6400-1010 BUILDING MAINTENANCE	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
25-6410-1250 EQUIPMENT MAINTENANCE	0.00	0.00	0.00	500.00	0.00	0.00	0.00	500.00	0.00
25-6430-1250 GROUNDS MAINTENANCE	0.00	0.00	0.00	40,000.00	596.24	596.24	967.78	38,435.98	3.91
25-6430-1255 GROUNDS MAINT-TREES	0.00	0.00	0.00	4,000.00	0.00	0.00	0.00	4,000.00	0.00
25-6490-1010 VEHICLE MAINTENANCE	0.00	0.00	0.00	1,000.00	5.99	5.99	0.00	994.01	0.60
TOTAL MAINTENANCE & REPAIRS	0.00	0.00	0.00	47,500.00	602.23	602.23	967.78	45,929.99	3.31
UTILITIES									
25-6800-1010 ELECTRICITY	0.00	0.00	0.00	42,664.00	4,221.28	4,494.94	0.00	38,169.06	10.54
25-6810-1010 WATER	0.00	0.00	0.00	258.00	0.00	0.00	0.00	258.00	0.00
25-6820-1010 NATURAL GAS/PROPANE	0.00	0.00	0.00	800.00	380.39	380.39	332.96	86.65	89.17
25-6840-1010 TELEPHONE	0.00	0.00	0.00	1,080.00	31.63	31.63	0.00	1,048.37	2.93
TOTAL UTILITIES	0.00	0.00	0.00	44,802.00	4,633.30	4,906.96	332.96	39,562.08	11.70
CONTRACTUAL									
25-7020-1010 ADVERTISING/LEGAL NOTICES	0.00	0.00	0.00	135.00	0.00	0.00	0.00	135.00	0.00
25-7090-1010 ED/TRAIN/SEMINAR	0.00	0.00	0.00	2,325.00	0.00	0.00	0.00	2,325.00	0.00
25-7090-1255 EDUCATION/TRAINING/SEMINA	0.00	0.00	0.00	680.00	205.00	205.00	160.00	315.00	53.68
25-7140-1250 EQUIPMENT RENTAL	0.00	0.00	0.00	1,000.00	0.00	325.04	0.00	674.96	32.50
25-7180-1010 INSURANCE	0.00	0.00	0.00	12,000.00	0.00	0.00	0.00	12,000.00	0.00
25-7210-1010 LEGAL SERVICES	0.00	0.00	0.00	500.00	0.00	0.00	0.00	500.00	0.00
25-7240-1010 MEALS/LODGING/MILEAGE	0.00	0.00	0.00	5,265.00	426.02	426.02	185.42	4,653.56	11.61
25-7240-1255 MEALS/LODGING/MILEAGE	0.00	0.00	0.00	450.00	90.00	90.00	0.00	360.00	20.00
25-7250-1010 MEMBERSHIP DUES	0.00	0.00	0.00	1,225.00	0.00	0.00	0.00	1,225.00	0.00
25-7280-1010 MISCELLANEOUS EXP	0.00	0.00	0.00	175.00	0.00	0.00	0.00	175.00	0.00
25-7300-1010 COPIER EXPENSE	0.00	0.00	0.00	1,896.00	66.60	66.60	0.00	1,829.40	3.51
25-7320-1250 PROFESSIONAL SERVICES	0.00	0.00	0.00	24,385.00	2,535.85	3,178.85	209.94	20,996.21	13.90
TOTAL CONTRACTUAL	0.00	0.00	0.00	50,036.00	3,323.47	4,291.51	555.36	45,189.13	9.69

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
PERSONNEL									
26-5010-1310 SALARIES/WAGES	0.00	0.00	0.00	243,236.00	15,124.13	39,742.14	0.00	203,493.86	16.34
26-5020-1310 FICA	0.00	0.00	0.00	18,859.00	1,138.38	3,001.33	0.00	15,857.67	15.91
26-5030-1310 UNEMPLOYMENT	0.00	0.00	0.00	781.00	0.00	0.00	0.00	781.00	0.00
26-5040-1310 GROUP INSURANCE	0.00	0.00	0.00	36,763.00	1,474.06	2,930.96	0.00	33,832.04	7.97
26-5045-1310 LAGERS	0.00	0.00	0.00	29,811.00	1,135.68	2,839.15	0.00	26,971.85	9.52
26-5050-1310 OVERTIME	0.00	0.00	0.00	3,292.00	7.09	7.09	0.00	3,284.91	0.22
26-5060-1010 WORKERS COMP	0.00	0.00	0.00	5,343.00	453.08	906.16	0.00	4,436.84	16.96
TOTAL PERSONNEL	0.00	0.00	0.00	338,085.00	19,332.42	49,426.83	0.00	288,658.17	14.62

COMMODITIES									
26-6190-1010 POSTAGE	0.00	0.00	0.00	427.00	0.00	0.00	2.49	424.51	0.58
26-6245-1010 SOFTWARE	0.00	0.00	0.00	1,350.00	0.00	0.00	0.00	1,350.00	0.00
26-6260-1010 TOOLS/EQUIPMENT/ADMIN	0.00	0.00	0.00	300.00	0.00	0.00	0.00	300.00	0.00
26-6260-1600 TOOLS/EQUIPMENT-MISC	0.00	0.00	0.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00
26-6260-1605 TOOLS/EQUIP - DAY CAMP	0.00	0.00	0.00	200.00	0.00	0.00	0.00	200.00	0.00
26-6260-1610 TOOLS/EQUIP- BASEBALL/SOF	0.00	0.00	0.00	4,000.00	0.00	0.00	0.00	4,000.00	0.00
26-6260-1615 TOOLS/EQUIPMENT-BASKETBAL	0.00	0.00	0.00	1,100.00	0.00	0.00	0.00	1,100.00	0.00
26-6260-1620 TOOLS/EQUIPMENT - SOCCER	0.00	0.00	0.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00
26-6260-1625 TOOLS/EQUIPMENT-ADULT SOF	0.00	0.00	0.00	150.00	0.00	0.00	0.00	150.00	0.00
26-6260-1640 TOOLS/EQUIPMENT - TINY SP	0.00	0.00	0.00	625.00	0.00	0.00	0.00	625.00	0.00
26-6270-1010 UNIFORMS	0.00	0.00	0.00	546.00	0.00	0.00	0.00	546.00	0.00
TOTAL COMMODITIES	0.00	0.00	0.00	12,698.00	0.00	0.00	2.49	12,695.51	0.02

UTILITIES

CONTRACTUAL									
26-7060-1010 CONCESSION EXP-ADMINISTRA	0.00	0.00	0.00	21,000.00	(162.68)	121.70	0.00	20,878.30	0.58
26-7090-1010 ED/TRAIN/SEMINAR	0.00	0.00	0.00	2,980.00	0.00	0.00	0.00	2,980.00	0.00
26-7240-1010 MEALS/LODGING/MILEAGE	0.00	0.00	0.00	4,570.00	48.88	48.88	0.00	4,521.12	1.07
26-7250-1010 MEMBERSHIP DUES	0.00	0.00	0.00	35.00	0.00	0.00	0.00	35.00	0.00
26-7280-1290 MISC/CASH/DEBT MGMT	0.00	0.00	0.00	6,600.00	248.20	573.33	0.00	6,026.67	8.69
26-7315-1010 PRINTING	0.00	0.00	0.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00
26-7330-1600 PROGRAM - MISC LEAGUES	0.00	0.00	0.00	12,000.00	240.50	240.50	252.35	11,507.15	4.11
26-7330-1605 PROGRAM - DAY CAMP	0.00	0.00	0.00	14,840.00	0.00	0.00	0.00	14,840.00	0.00
26-7330-1610 PROGRAM - BASEBALL/SOFTBA	0.00	0.00	0.00	38,274.00	0.00	0.00	0.00	38,274.00	0.00
26-7330-1615 PROGRAM - BASKETBALL	0.00	0.00	0.00	11,700.00	0.00	0.00	148.75	11,551.25	1.27
26-7330-1620 PROGRAM - SOCCER	0.00	0.00	0.00	39,500.00	42.00	292.00	155.65	39,052.35	1.13
26-7330-1625 PROGRAM - ADULT SOFTBALL	0.00	0.00	0.00	9,000.00	0.00	0.00	0.00	9,000.00	0.00
26-7330-1630 PROGRAMS MISC	0.00	0.00	0.00	7,300.00	0.00	67.20	0.00	7,232.80	0.92
26-7330-1635 PROGRAM - INSTRUCTION	0.00	0.00	0.00	4,750.00	0.00	0.00	0.00	4,750.00	0.00
26-7330-1640 PROGRAM - TINY SPORTS	0.00	0.00	0.00	1,500.00	0.00	149.50	0.00	1,350.50	9.97
26-7330-1645 PROGRAM - FITNESS	0.00	0.00	0.00	5,400.00	665.00	665.00	332.50	4,402.50	18.47
26-7340-1600 RENT	0.00	0.00	0.00	8,150.00	250.00	250.00	250.00	7,650.00	6.13
26-7360-1010 SOFTWARE MAINT - ADMINIST	0.00	0.00	0.00	12,600.00	3,000.00	3,000.00	0.00	9,600.00	23.81
26-7370-1600 SPECIAL EVENTS	0.00	0.00	0.00	28,250.00	76.60	676.60	388.04	27,185.36	3.77
TOTAL CONTRACTUAL	0.00	0.00	0.00	230,949.00	4,408.50	6,084.71	1,527.29	223,337.00	3.30

25 -PARK FUND

CENTERVIEW

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									
COMMODITIES									
27-6065-1010 EQUIPMENT & FIXTURES	0.00	0.00	0.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00
27-6150-1010 SUPPLIES	0.00	0.00	0.00	3,500.00	148.50	494.96	102.03	2,903.01	17.06
27-6190-1010 POSTAGE	0.00	0.00	0.00	250.00	0.00	0.00	0.00	250.00	0.00
27-6245-1010 SOFTWARE	0.00	0.00	0.00	500.00	0.00	0.00	0.00	500.00	0.00
27-6260-1600 TOOLS/EQUIP - MISC	0.00	0.00	0.00	250.00	0.00	0.00	0.00	250.00	0.00
27-6270-1010 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	6,180.00	148.50	494.96	102.03	5,583.01	9.66
MAINTENANCE & REPAIRS									
27-6400-1010 BUILDING MAINTENANCE	0.00	0.00	0.00	3,450.00	48.70	96.65	0.00	3,353.35	2.80
27-6410-1010 EQUIPMENT MAINTENANCE	0.00	0.00	0.00	250.00	0.00	0.00	0.00	250.00	0.00
27-6430-1010 GROUNDS MAINTENANCE	0.00	0.00	0.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00
TOTAL MAINTENANCE & REPAIRS	0.00	0.00	0.00	5,200.00	48.70	96.65	0.00	5,103.35	1.86
UTILITIES									
27-6800-1010 ELECTRICITY	0.00	0.00	0.00	16,800.00	369.56	369.56	0.00	16,430.44	2.20
27-6820-1010 NATURAL GAS/PROPANE	0.00	0.00	0.00	1,800.00	0.00	311.18	322.51	1,166.31	35.21
27-6840-1010 TELEPHONE	0.00	0.00	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00
27-6850-1010 TRASH	0.00	0.00	0.00	882.00	57.30	114.60	57.30	710.10	19.49
TOTAL UTILITIES	0.00	0.00	0.00	22,482.00	426.86	795.34	379.81	21,306.85	5.23
CONTRACTUAL									
27-7020-1010 ADVERTISING	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
27-7280-1010 MISCELLANEOUS EXPENSE	0.00	0.00	0.00	2,400.00	0.00	0.00	0.00	2,400.00	0.00
27-7300-1010 COPIER EXPENSE	0.00	0.00	0.00	1,896.00	266.16	266.16	0.00	1,629.84	14.04
27-7315-1010 PRINTING	0.00	0.00	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00
27-7320-1010 PROFESSIONAL SERVICES	0.00	0.00	0.00	4,247.00	848.60	888.60	0.00	3,358.40	20.92
27-7330-1600 PROGRAM - MISCELLANEOUS	0.00	0.00	0.00	3,000.00	0.00	0.00	637.50	2,362.50	21.25
27-7360-1010 SOFTWARE MAINTENANCE	0.00	0.00	0.00	3,000.00	2,220.65	2,220.65	0.00	779.35	74.02
TOTAL CONTRACTUAL	0.00	0.00	0.00	20,543.00	3,335.41	3,375.41	637.50	16,530.09	19.53
CAPITAL PROJECTS									
TOTAL CENTERVIEW	0.00	0.00	0.00	54,405.00	3,959.47	4,762.36	1,119.34	48,523.30	10.81

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>									
<u>COMMODITIES</u>									
<u>MAINTENANCE & REPAIRS</u>									
<u>UTILITIES</u>									
<u>CONTRACTUAL</u>									
<u>CAPITAL PROJECTS</u>									
TOTAL EXPENDITURES	0.00	0.00	0.00	1,396,199.00	76,623.80	162,976.95	5,470.50	1,227,751.55	12.06
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	0.00	(1,396,199.00)	(76,623.80)	(162,976.95)	(5,470.50)	(1,227,751.55)	12.06

*** END OF REPORT ***