

**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?

**APPROVED: January 23, 2018 (6-0, 1 Abstain, 2 Absent)**

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:**

<b>Vote:</b>	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.

**APPROVED: January 23, 2018 (6-0, 1 Abstain, 2 Absent)**

**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.

<b>Vote:</b>	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

<b>Vote:</b>	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 meeting of the Raymore Park Board adjourned at 7:31 pm.

Respectfully submitted,  
Greta Naab  
Office Assistant