

THE RAYMORE PARKS AND RECREATION BOARD MET IN REGULAR SESSION TUESDAY, MAY 22, 2018, IN THE CITY HALL COUNCIL CHAMBERS AT 100 MUNICIPAL CIRCLE, RAYMORE, MISSOURI.

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

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

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

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

April 24, 2018

Motion: Member Harris moved to accept the minutes of April 24, 2018 meeting with the adjustment of staff member Naab’s attendance record to reflect her absence.
Member Houdyshell seconded.

Discussion:

Vote:	6 Aye	Member Cipolla	Aye
	0 Nay	Member Eastwood	Absent
	2 Absent	Member Harris	Aye
		Member Heath	Aye
		Member Houdyshell	Aye
		Member Manson	Aye
		Member Seimears	Absent
		Member Trautman	Aye

6. Committee Reports

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

7. Staff Reports

Recreation Superintendent McLain highlighted his written report. Congratulations to Coordinator Brennan on his Certified Youth Sports Administrator. Coordinator Patrick trained on an app (When I Work) for the scheduling of the camp counselors. Coordinators Brennan and Patrick had training for the summer camp counselors and concession stand workers of CPR/AED/First aid. The Coordinators also trained on the Point of Sale on rectrac to be used at the concession stands. Camp

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counselors have been training last week and this, for camp which begins next week. We had numerous grad parties over the last 2 weekends at Centerview. The Raymore Peculiar School Foundation Mad Dash 5k was held at Recreation Park with 160 people attending. June 2 is the Fishing Derby and June 30 is the Spirit of America celebration.

Member Harris asked "Have we had credit card sales prior to getting the Point of Sale program?" Yes. We are currently using a program through ETS that allows our ipads to take payments of credit cards. Point Of Sale will have the actual price of the individual items. Member Harris asked "How have the baseball tournaments been?" Last weekend was rained out. All the others have had many teams numbering from 13 to 22 teams per tournament.

Parks Superintendent Rulo highlighted his written report. Tandem Paving has been working at Recreation Park on the safety trail to keep pedestrians out of the parking lot. Bridging the Gap helped plant trees along the new trail. Bradley Simmons will begin his Eagle Project. Member Harris asked "Of that 75%, what is not complete?" Replacing the bridge by the pond with a boardwalk and extending a trail that will go from the crosswalk to the RAC building.

Parks & Recreation Director Musteen highlighted his written report. Staff and other department personnel will be meeting with Unlimited Play for the beginning of the fund raising. The Arboretum will be opened with a ribbon cutting in June at Memorial Park, as well as the new trail and flagpole in the park. Farmer's Market is opening, Fishing Derby is coming up, summer camp will be starting and Raymore United soccer tryouts will be happening as well.

Monique Louis was recognized with the 2018 Lieutenant Governor's Senior Service Award.

Member Houdyshell asked "What class is Monique teaching?" She is involved with the Age Mastery Program, a 10 week program for the senior and aging community, she has taught and facilitated the classes.

Member Harris asked about colors and design of the RAC. The color and design refer to the layout and color of the basketball markings and the walking track. The floor is a maple color.

Member Houdyshell asked about a pickleball league. We will not have one at this time. There are 7 outdoor courts already.

8. Old Business - None

9. New Business

A. City Council / Parks & Recreation Board MOU

Action Item

Director Musteen presented the Memorandum of Understanding between the City Council and the Parks & Recreation Board for review.

Member Harris opened discussion on Section 3 A2 Evaluation of the Park Director. Should the Park Director's evaluation be given by the full Park Board rather than just the Chair. This would bring it in line with the City Council and how they evaluate the City Manager. Member Houdyshell agrees consistency is a key as well. Member Harris wondered if a specific date should be set for the evaluation? No that date falls on the anniversary of the hire date. Member Harris asked if the personnel code could be changed? City Council is looking at that.

Member Trautman commented that the chair spends more time with the Director than any other Board Member, he feels that he would not have the same insight as the chair would.

No further Board discussion.

Motion: Member Harris moved to accept the MOU as presented and present it to the City Council
Member Houdyshell seconded.

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Discussion:

Vote:	6 Aye	Member Cipolla	Aye
	0 Nay	Member Eastwood	Absent
	2 Absent	Member Harris	Aye
		Member Heath	Aye
		Member Houdyshell	Aye
		Member Manson	Aye
		Member Seimears	Absent
		Member Trautman	Aye

B. Capital Improvement Plan Action Item

Staff requested approval of the proposed 5 year Capital Improvement Plan.

Motion: Member Harris moved to approve the CIP.
Member Trautman seconded.

Discussion:

Vote:	6 Aye	Member Cipolla	Aye
	0 Nay	Member Eastwood	Absent
	2 Absent	Member Harris	Aye
		Member Heath	Aye
		Member Houdyshell	Aye
		Member Manson	Aye
		Member Seimears	Absent
		Member Trautman	Aye

10. Public Comment

Bradley Simmons is trying to achieve Eagle Scout. He wants to make a Monarch Butterfly Habitat. He detailed the steps and research to design the placement of the plants. A location was scouted and after contact with numerous city departments he contacted Director Musteen. He then researched the cost of plants and mulch. Total cost estimate for the flowers is less than \$280. The mulch is \$51. Total cost of the project is less than \$428. He will be renting a water tank to water the plants for the first week. Cost \$25. He figures that he can do all his work in 4 days. The project will be at hole #16 on the disc golf course.

Member Houdyshell commended him on his presentation to the Park Board. Member Cipolla agreed. Member Harris agreed with the other 2 members on the scout’s presentation.

Director Musteen recommends that the Park Board approve this project and move forward.

Motion: Member Harris moved to approve the Eagle Scout Project.
Member Cipolla seconded.

Discussion:

Vote:	6 Aye	Member Cipolla	Aye
	0 Nay	Member Eastwood	Absent
	2 Absent	Member Harris	Aye

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Member Heath	Aye
Member Houdyshell	Aye
Member Manson	Aye
Member Seimears	Absent
Member Trautman	Aye

11. Board Member Comment

Chairman Manson states it has been his pleasure to work with the Board over the past years. Member Cipolla will miss Chairman Manson and she loves looking at all the improvements in the park.

Member Harris enjoyed the parks, offered congratulations to Monique for her award, and gave thanks to Chairman Manson for his service to the Park Board and the City.

Member Heath thanks the staff for all their hard work, thanks to Bradley Simmons and will miss Chairman Manson.

Member Trautman appreciates the hard work of both Member Castleman and Chairman Manson with the board and park staff.

Member Houdyshell gave thanks to Chairman Manson and Member Castleman.

12. Adjournment

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

Discussion: None

Vote:	6 Aye	Member Cipolla	Aye
	0 Nay	Member Eastwood	Absent
	2 Absent	Member Harris	Aye
		Member Heath	Aye
		Member Houdyshell	Aye
		Member Manson	Aye
		Member Seimears	Absent
		Member Trautman	Aye

The regular meeting of the Raymore Park Board adjourned at 7:51 pm.

Respectfully submitted,
Greta Naab
Office Assistant