THE RAYMORE PARKS AND RECREATION BOARD MET IN REGULAR SESSION TUESDAY, NOVEMBER 27, 2018, IN THE CITY HALL COUNCIL CHAMBERS AT 100 MUNICIPAL CIRCLE, RAYMORE, MISSOURI.

MEMBERS PRESENT: Chairman Trautman; Members Bartow, Cipolla, Eastwood, Harris, Heath, and Supple. Members Houdyshell and Seimears are absent.

STAFF PRESENT: Director Musteen, Superintendent McLain, Superintendent Rulo and Office Assistant Naab. Also present, City Attorney Jonathan Zerr and Communications Director Mike Ekey.

1. Call to Order: Chairman Trautman called the meeting to order at 7:00pm.

2. Roll Call

3. Pledge of Allegiance

4. Personal Appearances - None

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	**October 23, 2018**

Motion: Member Harris moved to accept the Park Board minutes of October 23, 2018. Member Cipolla seconded.

Discussion:

Vote:	7 Aye	Member Bartow	Aye
	2 Absent	Member Cipolla	Aye
		Member Eastwood	Aye
		Member Harris	Aye
		Member Heath	Aye
		Member Houdyshell	Absent
		Member Seimears	Absent
		Member Supple	Aye
		Member Trautman	Aye

6. Staff Reports

Recreation Superintendent McLain highlighted his written report. We have hired part time staff members to help out at the RAC and as gym monitors. They have been trained by Office Assistant Naab. They are currently working their assigned shifts. The concession stands have been shut down and items transferred to the RAC for the upcoming basketball season. Coordinator Brennon has meet with the South Metro Sports Group to wrap up the fall sports and prepare for the winter sports and KC Metro League to close out the soccer season for competitive soccer. The recreation

Basketball coach meeting is this evening. Both coordinators have been working on the Winter program guide. Coordinator VanKeulen has been working on the Mayor's Tree Lighting.

Parks Superintendent Rulo highlighted his written report. The Mayor's tree has been delivered and is being put together today. Staff is working to remove the ice and snow in the park. Restrooms closed for the season and should be open again around Easter.

Parks & Recreation Director Musteen highlighted his written report. Reminder that Centerview is closed for floor renovation. Staff is currently at the RAC. The first trout stocking took place at Johnston Lake in Hawk Ridge Park in November with the next stocking in February. The Santa Softball tournament was end of the season for baseball fields. There were 18 teams. Reminder, on December 17, a joint work session will be held with the City Council.

7. Old Business - None

8. New Business

A. <u>Recreation Park Pedestrian Bridge Replacement</u>   <u>Action Item</u>

Staff requested to enter a contract with Tasco LLC for the removal and replacement of the trail bridge between Moon Valley Park and Recreation Park.

Member Harris asked "Looking at the drawing, is this the picture that represents the bridge." Director Musteen replied "Yes it just comes in two pieces that are put together to form the bridge."

Motion: Member Harris moved to approve the bid with Tasco LLC for the removal and replacement of the trail bridge.
Member Cipolla seconded.

Discussion:

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

B. <u>Michelle Biondo, Grant Writing Services Contract</u>   <u>Action Item</u>

Staff requested to enter a contract with Michelle Biondo for grant writing services.

Member Harris asked "What are the anticipated number of hours? How do we pay her?" Director Musteen answered "The work would be paid at $65 per hour out of the General Fund."

Motion: Member Harris moved to approve the contract with Michelle Biondo for grant writing services.

APPROVED: January 22, 2019 (6-0, 1 Abstain)

Member Cipolla seconded.

Discussion:

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

C. Park Board Bylaws Amendment   Action Item

An amendment to the Park Board Bylaws revising the requirements for attendance under Section 5: Removal.

Member Harris asked "What is the difference between tardy and absent." Director Musteen replied "There is no designation between the two in the city codes. Members should notify Director Musteen if you are going to be late. A general rule of thumb would be an absence will be logged if a member arrives once any business or official voting begins."

Mr. Zerr also commented that the language presented in the packet does not reflect the definition of absences or tardiness. If the Board would like to further define them, they can do so. This packet simply reflects that an absence indicates that you are not here.

Motion: Member Harris moved to accept the bylaw amendment for Section 5 .
            Member Cipolla seconded.

Discussion:

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

9. Public Comment

10. Board Member Comment

Member Cipolla is excited to have a grant writer available to the board.

Chairman Trautman thanks the Director and his staff for their hard work and is also excited about the grant writer.

APPROVED: January 22, 2019 (6-0, 1 Abstain)

11. Adjournment

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

Discussion: None

Vote:

7 Aye	Member Bartow	Aye
0 Nay	Member Cipolla	Aye
2 Absent	Member Eastwood	Aye
	Member Harris	Aye
	Member Heath	Aye
	Member Houdyshell	Absent
	Member Seimears	Absent
	Member Supple	Aye
	Member Trautman	Aye

The regular meeting of the Raymore Park Board adjourned at 7:25 pm.

Respectfully submitted,
Greta Naab
Office Assistant

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