

AGENDA
RAYTOWN PARKS & RECREATION BOARD
Monday, September 16, 2024 7:00 PM

Hosted in person at the Raytown Parks Office:
5912 Lane Ave, Raytown MO 64133
Or via Zoom Link:
<https://us06web.zoom.us/j/85386514865>
Meeting ID: 853 8651 4865

I. Call to Order

II. Public Participation

Approval of Minutes –August 19th, 2024

III. Reports of Officers

President – Robbie Tubbs
Vice President – Evan Gorrell

IV. Reports of Standing & Special Committees

Personnel – Evan Gorrell
Finance – Melina Alford
Program – Brian Morris
Buildings & Grounds – Dave Thurman
Main Street- Robbie Tubbs

V. Staff Reports

Director – Dave Turner
Superintendent of Parks – Tony Mesa
Recreation- Marcus Germain

VI. New Business

1. Jackson County MOU for health services
2. REAP easement for Spire
3. Acceptance of TRIM Grant FY24-25

VII. Other Business

VIII. Announcements

IX. Adjourn

- Next regular Meeting: Monday, October 21, 2024, 7 PM at Raytown Parks office

**Raytown Park Board
Minutes
August 19, 2024**

Attendance:

Park Board: Robbie Tubbs, Evan Gorrell, Dave Thurman, Brian Morris, Jourdan Price, Melina Alford, Rhonda Herring. Zoom – Brent Hugh, Jules Sneddon

Staff: Dave Turner, Tony Mesa, Marcus Germain and Mary Ann McCormick

Guest: Mayor Mike McDonough, Zoom - Loretha Hayden

A quorum was declared present and the meeting was called to order. Dave Thurman made a motion to approve the minutes from July 15, 2024. Brian Morris seconded and the motion passed.

Reports of Officers:

President – great turnout at Raytown Live August 10th, Rice Tremonti found a Conestoga wagon – they are seeking donations for this.

Vice President - no report

Reports of Standing and Special Committees:

Personnel – no report

Finance – no report

Program – no report

Buildings & Grounds – no report

Main Street – a written report was distributed

Staff Reports:

Director – a written report was distributed. Sales tax was \$30,500.56

Superintendent of Parks - a written report was distributed

Recreation - a written report was distributed

New Business:

1. Brian Morris made a motion to approve Beck Events to have a “Meet & Greet” for Mama’s Family at Kenagy Park on November 30th and December 1st, 10 am – 4 pm. Melina Alford seconded and the motion passed. Beck Events will be in charge of all set up and take down of tent, portable toilets, warmers, trash disposal, etc.
2. An information packet was presented by Dave Thurman regarding Inclusive/Adaptive Playgrounds. The Park Board needs to start looking into adding some of these playgrounds in the next 3 to 4 years.
3. Parks Sales Tax 2025 will be on the August 2025 ballot. Will need to get a committee together no later than January to start the process. If you know of anyone, please contact Dave Turner.
4. Brian Morris made a motion to adjourn at 8:12 pm. Jourdan Price seconded and the motion passed.



Budget Report Account Summary

For Fiscal: 2023-2024 Period Ending: 09/30/2024

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 201 - PARKS & RECREATION						
Revenue						
201-00-00-100-41205	Parks/Storm Water Capital Sales Ta	370,000.00	370,000.00	31,353.98	335,376.91	-34,623.09 9.36 %
201-00-00-100-46102	Investment Income	17,000.00	17,000.00	0.00	37,101.65	20,101.65 218.25 %
201-00-00-100-46401	Miscellaneous Revenue	0.00	0.00	0.00	78.00	78.00 0.00 %
201-92-00-000-42122	Credit Card Processing Fee	968.00	968.00	41.64	1,038.73	70.73 107.31 %
201-92-00-100-41101	Real Estate Tax	559,998.00	559,998.00	175.64	496,872.07	-63,125.93 11.27 %
201-92-00-100-41102	Personal Property Tax	107,184.00	107,184.00	297.38	86,918.17	-20,265.83 18.91 %
201-92-00-100-41104	Delinquent Real Estate Taxes	12,000.00	12,000.00	20.37	10,360.06	-1,639.94 13.67 %
201-92-00-100-41105	Penalties	9,900.00	9,900.00	140.35	9,211.22	-688.78 6.96 %
201-92-00-100-41106	EXCESS PROCEEDS	0.00	0.00	0.00	439.02	439.02 0.00 %
201-92-00-100-41107	Railroad & Utilities Tax	19,700.00	19,700.00	0.00	18,500.32	-1,199.68 6.09 %
201-92-00-100-41108	Replacement Tax	28,500.00	28,500.00	0.00	32,740.70	4,240.70 114.88 %
201-92-00-100-41110	Circuit Breaker Refund	-680.00	-680.00	0.00	-532.06	147.94 78.24 %
201-92-00-100-41111	Delinquent Property Tax Revenue	9,700.00	9,700.00	245.17	13,100.06	3,400.06 135.05 %
201-92-00-100-41112	Contra Land Trust Account	0.00	0.00	0.00	-468.35	-468.35 0.00 %
201-92-00-100-43101	TRIM Grant	31,500.00	31,500.00	0.00	19,300.00	-12,200.00 38.73 %
201-92-00-100-46101	Interest Earnings	30,000.00	30,000.00	0.00	25,112.39	-4,887.61 16.29 %
201-92-00-100-46303	Gain on sale of Fixed Asset	15,000.00	15,000.00	975.00	4,750.00	-10,250.00 68.33 %
201-92-00-100-47101	Ballfield Lights Fees	1,500.00	1,500.00	0.00	180.00	-1,320.00 88.00 %
201-92-00-100-47105	Shelter House Rental Fees	25,000.00	25,000.00	755.00	27,275.86	2,275.86 109.10 %
201-92-00-100-47110	Sports Field Rental Fees	1,500.00	1,500.00	370.00	17,531.29	16,031.29 1,168.75 %
201-92-00-100-47116	Vending Machine-Kenagy	1,200.00	1,200.00	0.00	575.65	-624.35 52.03 %
201-92-00-100-47204	Team Sports League	24,000.00	24,000.00	505.00	6,246.83	-17,753.17 73.97 %
201-92-00-100-47220	Donations	11,000.00	11,000.00	0.00	9,350.00	-1,650.00 15.00 %
201-92-00-100-47425	Other Income	0.00	0.00	0.00	13,188.74	13,188.74 0.00 %
201-92-00-753-43000	State Grant - LWCF	456,000.00	456,000.00	0.00	1,437.50	-454,562.50 99.68 %
201-92-00-754-43101	Federal Grant - Omnibus (SuperSpl)	100,000.00	100,000.00	0.00	0.00	-100,000.00 100.00 %
201-92-00-755-43101	Federal Grant - Omnibus (Kenagy)	1,000,000.00	1,000,000.00	0.00	0.00	-1,000,000.00 100.00 %
	Revenue Total:	2,830,970.00	2,830,970.00	34,879.53	1,165,684.76	-1,665,285.24 58.82%
Expense						
201-00-00-100-58000	BMX Appropriation	25,000.00	25,000.00	0.00	25,000.00	0.00 0.00 %
201-00-00-100-59950	Operating Transfer - TIF EAT's	33,600.00	33,600.00	0.00	28,651.93	4,948.07 14.73 %
201-92-00-100-51102	Civilian Employees	489,668.00	489,668.00	0.00	418,104.44	71,563.56 14.61 %
201-92-00-100-51106	Part Time Employees	26,250.00	26,250.00	0.00	3,008.31	23,241.69 88.54 %
201-92-00-100-51111	Civilian Employees Overtime	7,075.00	7,075.00	0.00	2,989.27	4,085.73 57.75 %
201-92-00-100-51206	Life Ins	1,086.00	1,086.00	0.00	1,040.95	45.05 4.15 %
201-92-00-100-51212	Deferred Compensation - 401 A	2,963.00	2,963.00	0.00	3,371.57	-408.57 -13.79 %
201-92-00-100-51214	Civilian Pension - LAGERS	69,533.00	69,533.00	0.00	56,971.86	12,561.14 18.07 %
201-92-00-100-51215	Health Insurance	76,849.00	76,849.00	0.00	60,294.26	16,554.74 21.54 %
201-92-00-100-51218	Med Exp - HSA contribution	6,000.00	6,000.00	0.00	3,978.64	2,021.36 33.69 %
201-92-00-100-51220	Dental	5,271.00	5,271.00	0.00	3,833.82	1,437.18 27.27 %
201-92-00-100-51221	Vision	996.00	996.00	0.00	837.00	159.00 15.96 %
201-92-00-100-51225	FICA	40,390.00	40,390.00	0.00	31,053.03	9,336.97 23.12 %
201-92-00-100-51231	Auto Allowance	4,980.00	4,980.00	0.00	4,045.00	935.00 18.78 %
201-92-00-100-51238	Phone Allowance	3,360.00	3,360.00	0.00	2,760.00	600.00 17.86 %
201-92-00-100-51240	Workers Compensation Insurance	18,583.00	26,834.93	0.00	24,703.81	2,131.12 7.94 %
201-92-00-100-52101	Office Supplies	600.00	600.00	0.00	36.29	563.71 93.95 %
201-92-00-100-52122	Credit Card Processing Charge	3,500.00	3,500.00	0.00	1,746.39	1,753.61 50.10 %
201-92-00-100-52200	Operating Supplies	3,450.00	3,450.00	0.00	2,211.61	1,238.39 35.90 %
201-92-00-100-52233	Uniforms	3,300.00	3,300.00	0.00	173.95	3,126.05 94.73 %
201-92-00-100-52250	Professional Services	1,100.00	1,100.00	0.00	186.01	913.99 83.09 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 09/30/2024

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>201-92-00-100-53200</u> Repair & Maintenance Supplies	94,700.00	94,700.00	0.00	51,160.86	43,539.14	45.98 %
<u>201-92-00-100-53200</u> Fuel	15,000.00	15,000.00	0.00	6,546.46	8,453.54	56.36 %
<u>201-92-00-100-53210</u> Postage	500.00	500.00	0.00	3.70	496.30	99.26 %
<u>201-92-00-100-53241</u> Printing & Promotions	1,500.00	1,500.00	0.00	403.46	1,096.54	73.10 %
<u>201-92-00-100-53250</u> Dues & Memberships	2,900.00	2,900.00	0.00	890.00	2,010.00	69.31 %
<u>201-92-00-100-53401</u> Electricity	38,000.00	38,000.00	0.00	25,498.36	12,501.64	32.90 %
<u>201-92-00-100-53411</u> Gas	3,300.00	3,300.00	0.00	3,658.80	-358.80	-10.87 %
<u>201-92-00-100-53421</u> Water	7,700.00	7,700.00	0.00	4,942.53	2,757.47	35.81 %
<u>201-92-00-100-53431</u> Telephone	7,200.00	7,200.00	0.00	4,494.48	2,705.52	37.58 %
<u>201-92-00-100-53500</u> Equipment Expense	1,700.00	1,700.00	0.00	101.23	1,598.77	94.05 %
<u>201-92-00-100-53600</u> Repair & Maintenance Services	1,500.00	1,500.00	0.00	600.00	900.00	60.00 %
<u>201-92-00-100-53644</u> Computer Services	9,000.00	9,000.00	0.00	2,739.28	6,260.72	69.56 %
<u>201-92-00-100-53701</u> Education and Training	3,400.00	3,400.00	0.00	880.00	2,520.00	74.12 %
<u>201-92-00-100-53711</u> Meals & Travel	1,350.00	1,350.00	0.00	1,040.68	309.32	22.91 %
<u>201-92-00-100-53913</u> General Liability Insurance	44,000.00	44,000.00	0.00	39,464.96	4,535.04	10.31 %
<u>201-92-00-100-53961</u> Bank Charges	4,300.00	4,300.00	0.00	1,868.08	2,431.92	56.56 %
<u>201-92-00-100-53999</u> Miscellaneous Contractual	136,800.00	136,800.00	0.00	70,200.69	66,599.31	48.68 %
<u>201-92-00-100-54500</u> Recreational Programming	51,800.00	51,800.00	900.00	19,398.08	32,401.92	62.55 %
<u>201-92-00-100-55000</u> Vehicle Expense	9,800.00	9,800.00	0.00	3,244.06	6,555.94	66.90 %
<u>201-92-00-100-57000</u> Capital Expenditures	29,000.00	29,000.00	0.00	0.00	29,000.00	100.00 %
<u>201-92-00-753-57000</u> Capital Expenditures - LWCF	912,000.00	912,000.00	0.00	8,110.10	903,889.90	99.11 %
<u>201-92-00-754-57000</u> Capital Expenditures - Omnibus (Su	100,000.00	100,000.00	0.00	10,618.28	89,381.72	89.38 %
<u>201-92-00-755-57000</u> Capital Expenditures - Omnibus (Ke	1,000,000.00	1,000,000.00	0.00	9,602.50	990,397.50	99.04 %
Expense Total:	3,299,004.00	3,307,255.93	900.00	940,464.73	2,366,791.20	71.56%
Fund: 201 - PARKS & RECREATION Surplus (Deficit):	-468,034.00	-476,285.93	33,979.53	225,220.03	701,505.96	147.29%
Report Surplus (Deficit):	-468,034.00	-476,285.93	33,979.53	225,220.03	701,505.96	147.29%

Budget Report

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 201 - PARKS & RECREATION						
Revenue	2,830,970.00	2,830,970.00	34,879.53	1,165,684.76	-1,665,285.24	58.82%
Expense	3,299,004.00	3,307,255.93	900.00	940,464.73	2,366,791.20	71.56%
Fund: 201 - PARKS & RECREATION Surplus (Deficit):	-468,034.00	-476,285.93	33,979.53	225,220.03	701,505.96	147.29%
Report Surplus (Deficit):	-468,034.00	-476,285.93	33,979.53	225,220.03	701,505.96	147.29%

Budget Report

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
201 - PARKS & RECREATION	-468,034.00	-476,285.93	33,979.53	225,220.03	701,505.96
Report Surplus (Deficit):	-468,034.00	-476,285.93	33,979.53	225,220.03	701,505.96

Fund Balance Report

As Of 09/12/2024



City of Raytown, MO

Fund	Beginning Balance	Total Revenues	Total Expenses	Ending Balance
201 - PARKS & RECREATION	1,074,511.00	1,165,684.76	940,464.73	1,299,731.03
Report Total:	1,074,511.00	1,165,684.76	940,464.73	1,299,731.03

Raytown Parks & Recreation Department
Director's Report
September 16, 2024

BOA - We will need to get acceptance of the TRIM Grant as approved by the MO Dept of Conservation.

53rd ST property LWCF – The contractors started demolition on the property on July 29th and have been making great progress. I have contacted our archeologist for the required oversight when grading deeper than 4' of the current surface. He will begin his part of the project sometime during the last week in September.

OMNIBUS - I have publicized information related to the project stating that we have completed our Environmental Review, and intend to move forward with the project. I am still working on the DRGR reporting site to enter our information for the draw down of funds related to the projects.

George Butler & Associates - I have been in contact with archeologist Clark Sturdevant to fulfill that part of the contract with the LWCF demolition project. We are still working to coordinate with Public Works to update their sanitary sewer line project which is taking place concurrently with our demolition project.

FY 24/25 Budget - We have submitted the budget work for FY24/25. Our possible projects will be new flooring in the Parks office, truck replacement of a 2011 Ford Ranger, and August 2025 Election expenses. I had a meeting to review the Parks budget with the Finance Dept on July 11th. August 13th was our review with the BOA.

Festival of Trails- We are finalizing set up for the 2024 Festival of Trails on September 14th. All of our advertising banners and event signage has been donated by H&H Colorlab. We will start advertising the event in August. We have also paid for a ¼ page ad in the Lee's Summit Tribune. The CERT team will be helping with traffic control at the event.

Ongoing Issues- We have had incidents of people sleeping overnight at Colman and Kenagy that we have been addressing. We do contact these people and try to get them some community resources through Matt Cushman with EMS. There have been more numbers of 4-wheelers and go carts driving around the park properties. We have been confronting them when possible. We are also tracking down un-permitted practices and field usage, and trying to get the groups to comply with our field use policies.

Little Blue Trace- We have a new group that will reserve LBT soccer fields for flag football July-December. The league is the Dynasty Youth Sports Club, Dan Caruth-Woodard is our contact.

Mowing- We did not have our contractor mow all properties this week, instead we had him do selective trimming around parking lots, walking trails, and fences, etc. We will be putting our mowing contract out to bid again this year. Our current contractor has done a great job, but got the 2024 bid at an extremely low price point.

FIFA World Cup- I have been attending the 2026 FIFA World cup planning meetings hosted at the Chamber of Commerce. The next upcoming meeting is Wednesday Sept 18th.

Sales Tax Revenue- August Sales Tax was \$30,500.56. September Sales Tax is \$31,353.98



September 2024

PARK MAINTENANCE REPORT



Horticulture / Right of Way

The North Island by Wendy's has developed a sinkhole that PW is working to resolve. We will need to plant new shrubs to replace the shrubs that will be lost in that project. We have received confirmation that our Tulip bulb order is in, and we have asked them to hold them in their cooler until October. We did some tree trimming at Rice Tremonti ahead of the Festival of the Trails.

Park Maintenance

1. We have replaced roofs on three of the information signs in various parks.
2. The piers have been poured and the installation of the sunshade at the Kenagy tennis courts is in process.
3. The roofing material for shelter number two at Kritser Park has been ordered. This will complete the roofing projects at Kritser.
4. We are working on the completion of repairs to the surface of the tennis courts at Minor Smith.
5. We are performing preventative maintenance to the caulking on the tennis courts at Colman and Kenagy. This work will take several days and several hundred dollars in materials.

Raytown Parks & Recreation

Park Board Recreation Report
Submitted by: Marcus Germain
Sports & Special Events Supervisor
September 16, 2024

Softball

Season wraps up on the 25th, Monday/Tuesday league wrapped up last Monday. Had issues with sportsmanship throughout the Summer.

Adult Tennis League

Been going smooth, had a mix-up with the high school over some missing balls, issue has been resolved. Season wraps up in October.

Raytown Live

Had our last Raytown Live on Saturday, following the festival of the trails.

Raytown Main Street Association
September 2024
Robbie Tubbs

The Economic Committee is looking at other Main Street websites and concludes that we should have a more robust site for RMSA. He found that Google pays an estimated \$10,000/month if you allow their ads on your website.

Jules has found four HUD grants for Main Streets. Some with 3 year disbursements. Not all are matching fund programs. There are two from the state and two from the county.

The Economic Committee has been looking at other Main Street websites and concludes that we should have a more robust site for RMSA. The platform is GoDaddy, so Jason will try to get the login information from Alex Ross. He suggested they start from scratch to build a more robust website.

April has possibly found a building at 63rd and Blue Ridge Blvd to store the items for Holiday with a Heart Christmas gifts.

Pam said she talked with the music director at the high school. He would like a riser that elevates the singers. The parents complained last year they could not see their children. There was a lot of jostling from the parents trying to take photos of the kids.

Jeff Hirst, with the Chamber said the 816 day seems to be successful. They're thinking about having a scavenger hunt next year.

April said it would be nice to have another Raytown clean-up day. We haven't had anything formal since covid. It was suggested all the groups in Raytown get together on the same day for the clean-up. Jeff is looking into the Adopt-A-Street program. He's working with city hall to make that happen.

Agenda item 1

Review a newly proposed MOU agreement between Jackson County Public Health and Raytown Parks & Recreation to use the Raytown Parks locations for distribution of medical services administered by the Jackson County Public Health.



Memorandum of Understanding (MOU) Open Point of Dispensing (POD)

This Memorandum of Understanding is entered into this ____ day of _____, 20____ by and between Raytown Parks and Recreation and Jackson County Public Health (JCPH), operated by Truman Medical Center, Incorporated (UH or University Health).

Background / Recitals —

WHEREAS, the Center for Disease Control and Prevention (CDC) has established the Strategic National Stockpile (SNS), which includes medical countermeasures and supplies; and

WHEREAS, the CDC will provide SNS assets to JCPH in the event of a public health emergency through the Missouri Department of Health and Senior Services (DHSS); and

WHEREAS, JCPH approves the allocation of a pre-determined quantity of prophylactic medication and/or supplies to Raytown Parks and Recreation; and

WHEREAS, JCPH wishes to collaborate with Raytown Parks and Recreation to enhance its ability to respond to a public health emergency; and

NOW THEREFORE, in consideration of the foregoing, the parties hereto agree as follows:

I. Purpose

The purpose of the Memorandum of Understanding (MOU) is to define the relationship between the Jackson County Health Department (JCPH) and Raytown Parks and Recreation during a public health emergency.

II. Definitions

- A. **Public Health Emergency** – refers to any event, natural or manmade, that requires immediate public health intervention.
- B. **Mass Prophylaxis** – refers to the administration of health interventions including, but not limited to, antibiotics, vaccines, and antidotes to large numbers of persons to provide protection against disease and/or to prevent the spread of disease in the community.
- C. **SNS** – a strategic stockpile of medications and supplies controlled by the federal government that would be rapidly deployed to an area affected by a public health emergency.

- D. **Open POD** – a location where SNS materials and medication will be dispensed to the public and operated by the JCPH.

III. Responsibilities of JCPH

JCPH will:

1. Run all POD operations including set-up, provide staffing, and clean-up.
2. Provide a point-of-contact, including an alternate and backup, to answer questions or concerns about these arrangements.
3. Notify Organization and request the use of its facilities, grounds, and equipment upon the request for the SNS assets. JCPH will inform the Raytown Parks and Recreation of the time period (if known) their facility is needed for the purpose of mass dispensing for disease prevention and control activities.
4. In the event that Raytown Parks and Recreation accrues any actual specific costs directly attributable to serving as an open POD that are above and beyond normal or anticipated expenses during a Public Health Emergency, JCPH agrees to assist in securing reimbursement from any applicable governmental entity if requested for said actual costs if supported by proper documentation as determined by the reimbursing entity.
5. Provide Just-in-Time Training (JITT) to Raytown Parks and Recreation employees working with JCPH during a public health emergency/crisis.
6. Include the Raytown Parks and Recreation administrators and staff volunteers working with the JCPH during a public health emergency in the priority prophylaxis population.
7. Operate POD locations with a scaled response that will meet the needs of the situation and one that will provide services only as long as individual events demand. JCPH cannot foresee in advance how long a POD will be open and when it will close.

IV. Responsibilities of Raytown Parks and Recreation

Raytown Parks and Recreation will:

1. Serve as an Open POD site to the Strategic National Stockpile (SNS).
2. Provide a facility/building or location open to the general public that may be used by JCPH as a publicly available POD site in the event of a public health emergency and if deemed necessary by JCPH. In the event of an emergency, JCPH may choose not to activate the POD location based on need, circumstances and severity of emergency.
3. Allow use of its facilities, grounds, and equipment after it is determined that there is a public health emergency that requires deployment of the SNS assets.
4. Designate points-of-contact in case of an emergency :
 - a. An administrative point-of-contact will serve as the primary point-of-contact. This person should have the authority and ability to open the facility/building at any time.

- b. List primary point-of-contacts and notify JCPH of changes in this contact information.
 - c. In the event that the designated POC is no longer with Raytown Parks and Recreation, it will be the responsibility of Raytown Parks and Recreation to inform JCPH of changes. MOU updates and signatures will be required.
5. Facilities will be visited by JCPH personnel for a general site assessment Appointment will be scheduled after obtaining approval from the Administrative Point of Contact or designee.
6. The facility/building will be listed in a confidential JCPH Public Health Emergency Response Plan. A copy of the plan will be kept on file at JCPH, 3651 NE Ralph Powell Rd, Lee's Summit, MO 64064.
7. Encourage Raytown Parks and Recreation employees and especially medical professionals to volunteer at the POD during a public health emergency.
8. Maintain general liability insurance. Organization shall provide a certificate of insurance evidencing such coverage to JCPH or TMC if requested.
9. Participate in JAOCHD facility activation drill on a yearly basis.

V. Mutual Indemnification

To the extent permitted by law, JCPH and Raytown Parks and Recreation shall indemnify and save the other Party and its directors, employees and representatives from and against all claims, demands, loss, liability, damage or expense (including attorneys' fees) arising out of any acts, omissions or circumstances of the other Party and its directors, employees and representatives.

VI. Duration of the Agreement

This MOU will remain in place for five (5) years. This MOU will automatically renew each year after that for consecutive terms of one (1) year. This MOU may be terminated at any time, with sixty (60) days advanced written notification, by either party.

VII. Amendments

This MOU may be amended by written agreement of both parties or by their respective designee. Any alterations to the MOU will need to be signed by both parties before going into effect.

VIII. Points of Contact (POC)

A. JCPH —

Name:	Name:
Title	Title:
Phone:	Phone:
Email:	Email:

B. Raytown Parks and Recreation —

Name:	Name:
Title:	Title:
Phone:	Phone:
Cell Phone:	Cell Phone:
Email:	Email:

Name:	Name:
Title:	Title:
Phone:	Phone:
Cell Phone:	Cell Phone:
Email:	Email:

C. *In the event that the designated POC is no longer with Raytown Parks and Recreation, it will be the responsibility of the Raytown Parks and Recreation to inform JCPH of the changes. MOU updates and signatures will be required.*

IX. Authority to Enter into Agreement

The persons executing this MOU, on behalf of their respective entities, hereby represent and warrant that they have the right, power, legal capacity, and appropriate authority to enter into this MOU on behalf of the entity for which they sign.

X. POD Address(s):

Agenda item 2

Spire Gas Energy is requesting an easement on the Raytown Park 75th ST property neighboring REAP. The proposal is for an easement in the right of way along 75th ST, and for a permanent easement 30' x 30' for a regulator station that will house above ground gas utility piping and valves. The Raytown Parks Dept. has requested that if the plan moves forward that the regulator station be housed in a privacy fence to not be an eye sore to the rest of the property. All ongoing maintenance on the proposed Spire easement will be performed by Spire.

The offer from John Strauss with Spire:

I have 2 options for the easements:

1. Reg station only – If Spire is unable to acquire the additional easements to the east from Elliott Place and or Saccone partners, Spire will only be requesting the 30' x 30' reg site.

Spire is willing to offer \$3,500.00 for the 900 square foot or \$3.89 per square foot.

2. Reg & Perm / TCE- If Spire can acquire the easements to the east, Spire would be requesting the reg site, permanent and TCE for the pipe easement.

Spire is willing to offer \$1,020.00 Permanent pipe

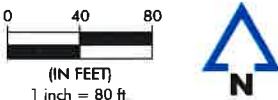
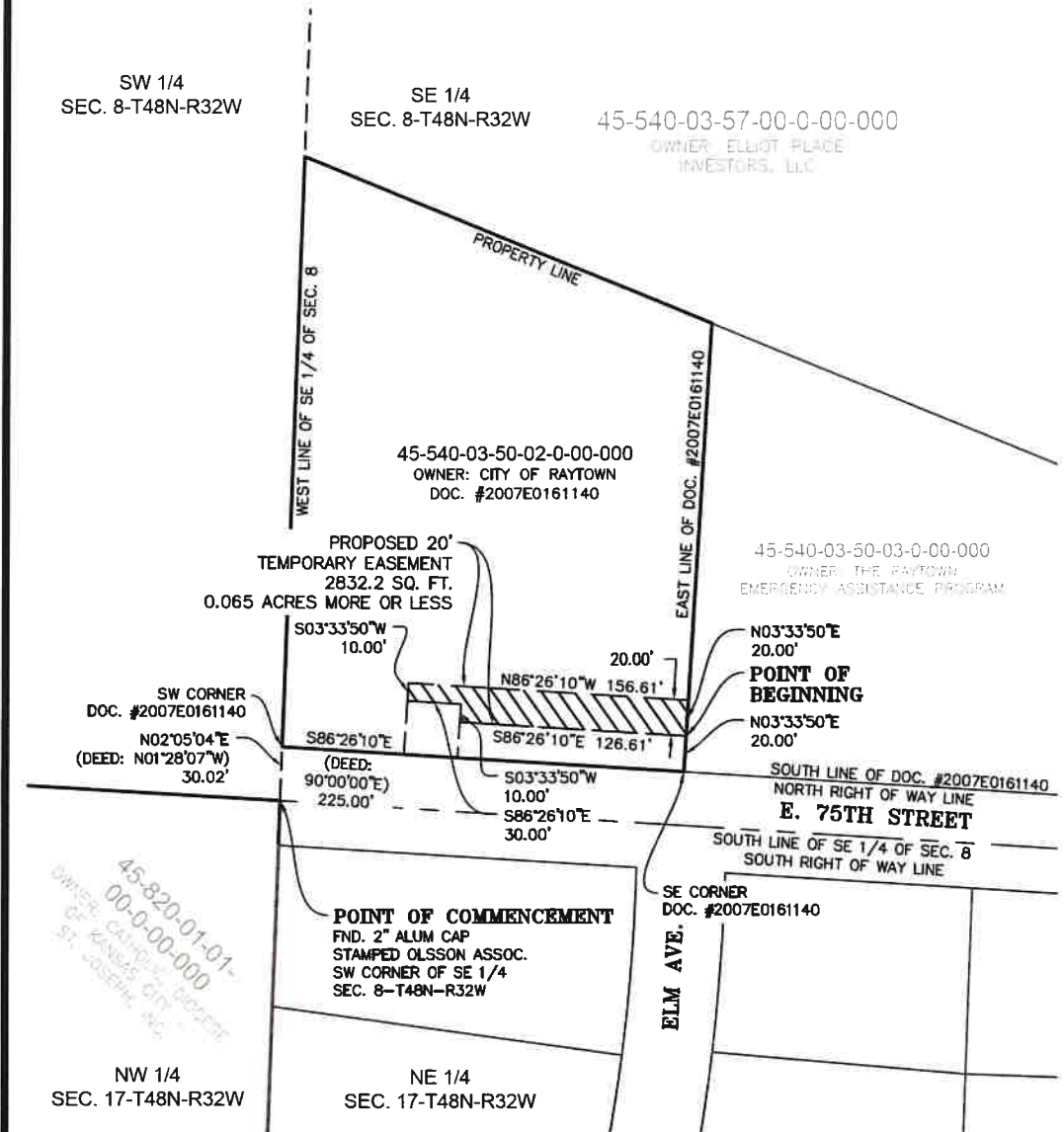
\$ 300.00 TCE

\$3,500.00 Reg Site

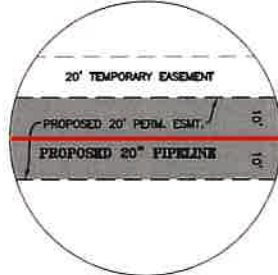
Total Offer \$4,820.00 Round up to \$5,000.00

Please see attached exhibits that show the layout of the easements.

PROPOSED PIPELINE
SECTION 8, TOWNSHIP 48 NORTH, RANGE 32 WEST,
6TH PRINCIPAL MERIDIAN, JACKSON COUNTY, MISSOURI



OWNER: CITY OF RAYTOWN
PIN: 45-540-03-50-02-0-00-000
DOCUMENT # 2007E0161140
PROPOSED EASEMENT = 119.6 FEET
CENTERLINE LENGTH 7.2 RODS



EASEMENT DETAIL
NOT TO SCALE



- GENERAL NOTES:
1. THIS EXHIBIT DOES NOT DEPICT ALL EXISTING UTILITIES IN THE AREA. PLEASE NOTIFY THE ONE-CALL SYSTEM FOR ALL UTILITY LOCATIONS BEFORE EXCAVATING OR DIGGING.
 2. OWNERSHIP INFORMATION WAS PROVIDED BY THE CLIENT.
 3. BASIS OF BEARINGS - MISSOURI STATE PLANE COORDINATE SYSTEM-MO WEST ZONE
 4. DATE OF LAST SITE VISIT: 04/16/24

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making lives better.

1700 Swirl Street, STE 100
North Kansas City, Missouri 64116
816-756-0444
fax 816-756-1763

45-540-03-50-02-0-00-000
PROPOSED PIPELINE EASEMENT
EAST LEG - PHASE 13

SECTION 8-T48N-R32W
JACKSON COUNTY, MISSOURI
2023000381-130
05-06-24

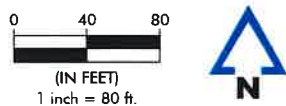
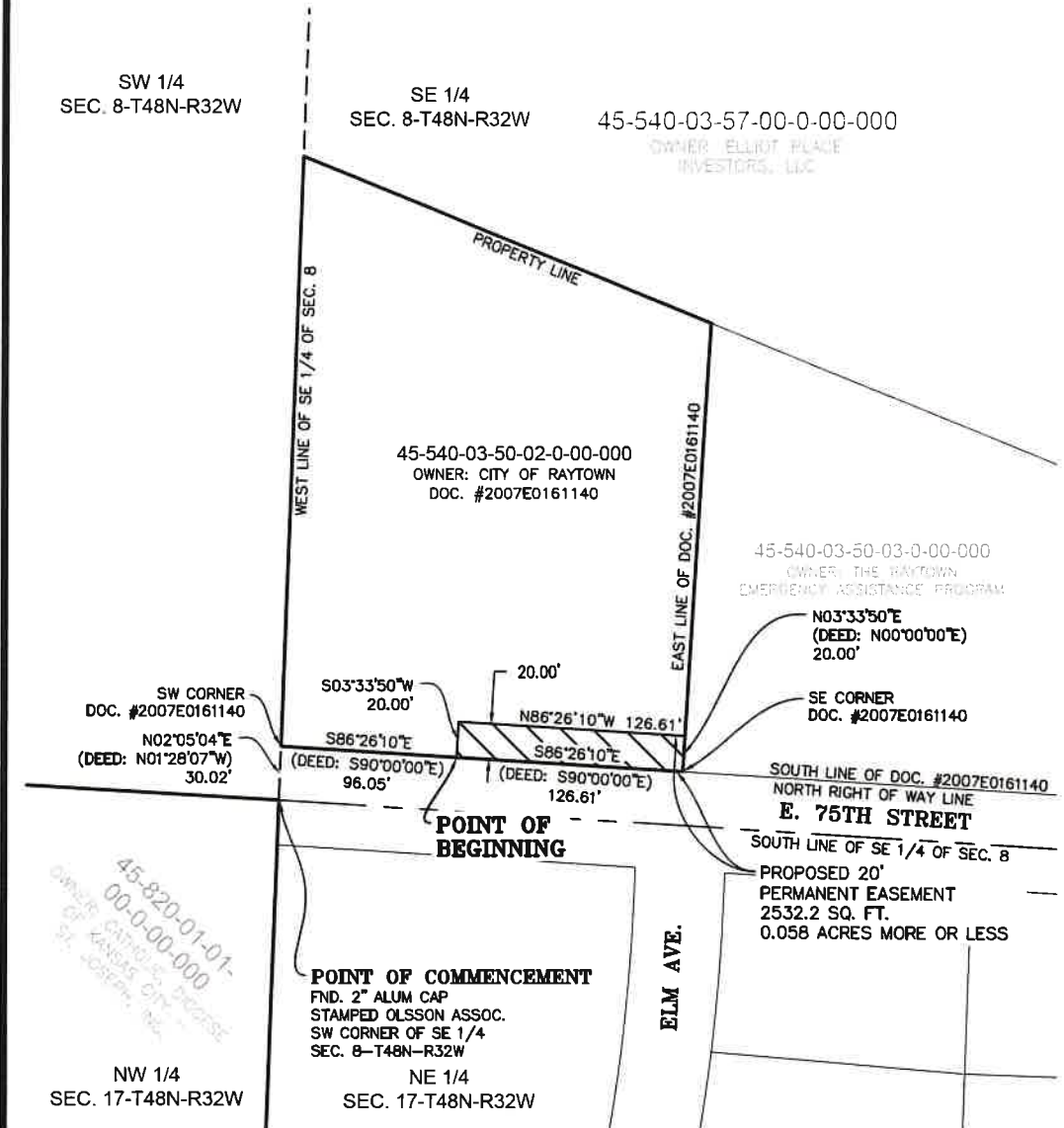
REVISIONS

SURVEYOR SRW DRAWN BY CAW
CHECKED BY

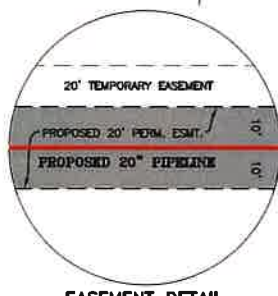
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DRAWING PATH: F:\2023000381-130\04-Drawings\Survey\2023000381-130 - Exhibits.dwg

PROPOSED PIPELINE
SECTION 8, TOWNSHIP 48 NORTH, RANGE 32 WEST,
6TH PRINCIPAL MERIDIAN, JACKSON COUNTY, MISSOURI



OWNER: CITY OF RAYTOWN
PIN: 45-540-03-50-02-0-00-000
DOCUMENT # 2007E0161140
PROPOSED EASEMENT = 119.6 FEET
CENTERLINE LENGTH 7.2 RODS



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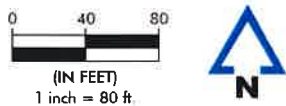
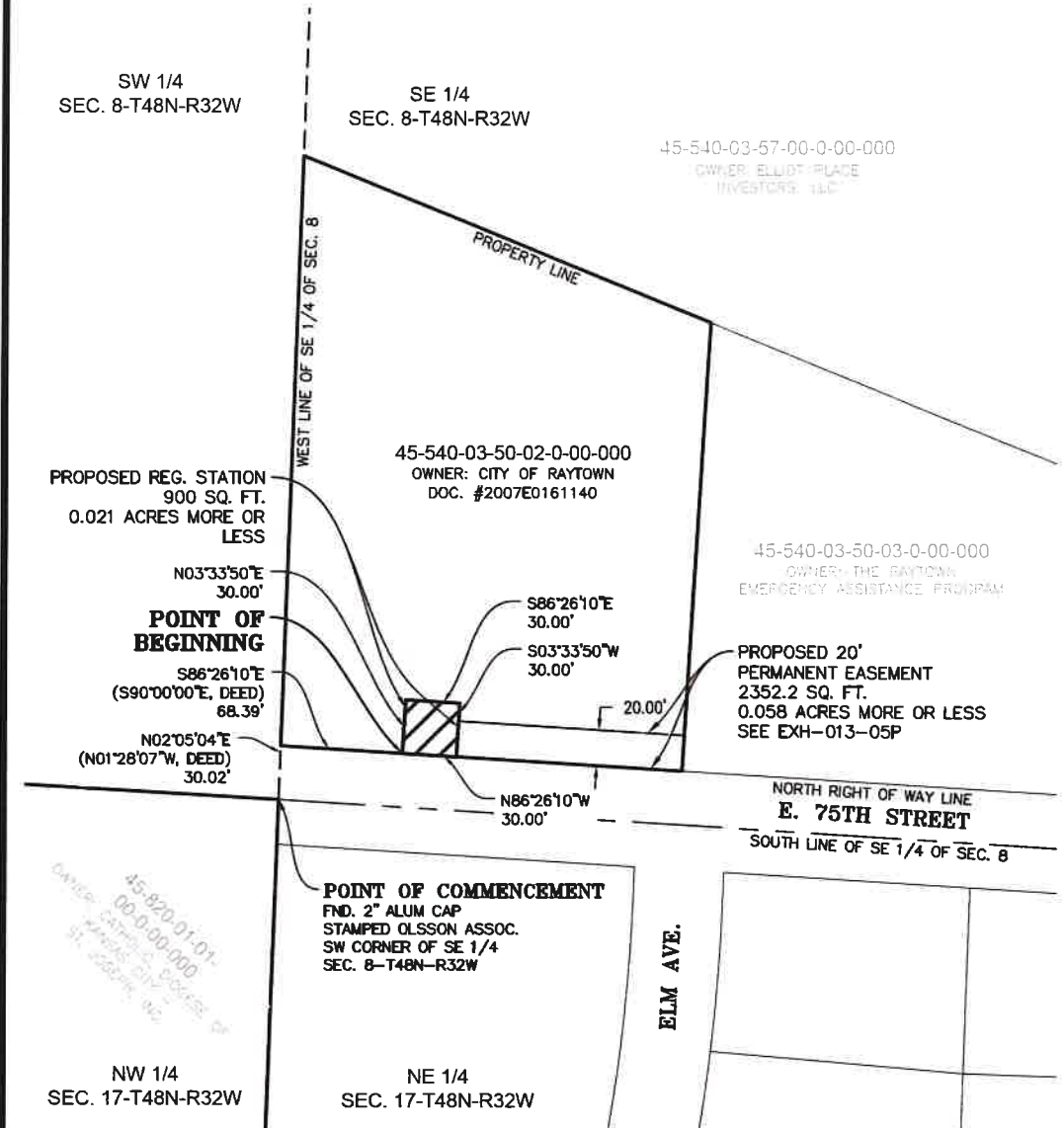
1700 Swift Street, STE 100
North Kansas City, Missouri 64116
816-756-0444
fax 816-756-1763

45-540-03-50-02-0-00-000
PROPOSED PIPELINE EASEMENT
EAST LEG - PHASE 13
SECTION 8-T48N R32W
JACKSON COUNTY, MISSOURI
2023000381-130
05-06-24

REVISIONS
SUPERVISOR SRW
DRAWN BY CMW
SKETCH NO
EXH-013-05P

DRAWING PATH: P:\2023000381-130\04-Drawings\Survey\2023000381-130 - Exhibit.dwg

PROPOSED REG STATION
SECTION 8, TOWNSHIP 48 NORTH, RANGE 32 WEST,
6TH PRINCIPAL MERIDIAN, JACKSON COUNTY, MISSOURI



OWNER: CITY OF RAYTOWN
 PIN: 45-540-03-50-02-0-00-000
 DOCUMENT # 2007E0161140
 PROPOSED REG STATION = 900 SQ. FT
 OR 0.021 ACRES MORE OR LESS



- GENERAL NOTES:
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 3. BASIS OF BEARINGS - MISSOURI STATE PLANE COORDINATE SYSTEM-MO WEST ZONE
 4. DATE OF LAST SITE VISIT: 04/16/24

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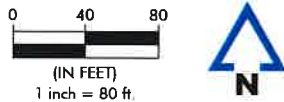
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45-540-03-50-02-0-00-000
 PROPOSED PIPELINE EASEMENT
 EAST LEG - PHASE 13
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 JACKSON COUNTY, MISSOURI
 2023000381-130
 05-06-24

REVISIONS
 SURVEYOR
 CMW
 EXH-013-05R

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PROPOSED REG STATION
SECTION 8, TOWNSHIP 48 NORTH, RANGE 32 WEST,
6TH PRINCIPAL MERIDIAN, JACKSON COUNTY, MISSOURI



OWNER: CITY OF RAYTOWN
PIN: 45-540-03-50-02-0-00-000
DOCUMENT # 2007E0161140
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PROPOSED PIPELINE EASEMENT
EAST LEG - PHASE 13

SECTION 8-T48N-R32W
JACKSON COUNTY, MISSOURI
2073000381-130
05-06-24

REVISIONS

SURVEYOR: SRW
DRAWN BY: CMW

EXH-013-05R

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Agenda item 3

Acceptance of the FY24/25 TRIM Grant through Missouri Dept. of Conservation for \$24,026. This is a 90% matching grant, that was submitted by Tony Mesa, with an expected reimbursement of \$21,550.

Raytown Parks and Recreation Community Forestry Cost-Share Plan FY 2025 – Tree pruning and hazard mitigation, native tree planting and tree management software subscription project.

MDC PLANNER:

Charles C. Conner
Community Forester
ISA Certified Arborist Municipal Specialist #MW-4430AM
ISA Tree Risk Assessment Qualified
Charles.Conner@mdc.mo.gov
816-622-0900

Scope of Project:

Removal or reduction to ~ 8-10 feet of 7 trees, pruning 13 trees, and planting 14 native trees in Raytown's park system. Purchase of a 3-year subscription to Davey Treekeeper tree management software.

MDC FY25 Reimbursement Funding Level: 90% - Tier 2 and TCUSA Certified

Background/Description:

Seven hazardous trees were identified for removal/mitigation in Raytown's FY24 tree inventory and/or identified in-field by MDC Planner spring of 2024. All seven trees were endorsed for removal in the field by Charles Conner, (MDC Community Forester), in June 2024. Thirteen trees needing crown cleaning/deadwooding in the 2024 inventory were selected for pruning in this project also.

The Parks Department will contract out the removal (3 trees) and stump grinding (3 stumps), reduction to wildlife snags around 8-10ft tall, (4 trees), and pruning of 13 trees. The Parks Department will also plant 14 new native replacement trees in the fall of 2024. Trees will be free, 3-gallon pots provided by ForestReleaf and native species. Species will be selected and ordered by MDC Planner when information becomes available. Trees planted by Parks staff will be planted and mulched to A300 industry and MDC standards, (attached). Tree species information and geolocation information, (park, latitude and longitude in decimal degrees), will be provided to the Department once planting is finished and submitted for reimbursement.

The City shall also purchase a 3-year software subscription to Davey Treekeeper inventory management for a sum of \$3,600.00/year.

Project Map:

N/A. See tree information below for tree removal and pruning location data.

New 14 tree planting locations and species data will be provided to Department at project close-out. Data provided will be species, park, latitude, and longitude.

Plan Timeline:

Tree removal can only occur between November 1, 2024, and March 31, 2025, per federal bat guidelines. Removal outside this window will not receive Department reimbursement.

ALL WORK WILL BE COMPLETED, PAID AND RECIPITS AND CORRESPONDING PAPERWORK TURNED INTO THE MDC REPRESENTATIVE BY MAY 1, 2025, FOR PROJECT REIMBURSEMENT.

Publicly Plan:

The Park Department will work with the local media to publicize the awarding of the grant along with details about its purpose and funding. Information will also be posted on various social media platforms. They will also provide the Department representative with copies of the social media posts and 3-5 digital photographs of the removal work, pruning and/or planting being performed for our own publicity efforts.

Estimated Project Costs

A. Reimbursable Costs

- 1. Tree removal and stump grinding service (7 trees total) \$5,550.00
- 2. Tree pruning of 13 trees by contractor.....\$5,200.00
- 3. 3-year subscription to Davey Treekeeper software.....\$10,800.00

Reimbursable Cost Total..... \$21,550.00

B. Non-Reimbursable Costs

- 1. Administrative – preparation, bids, paperwork, updating inventory and reporting..... \$2,155.00
- 2. Paid Labor: Delivery, planting and mapping of 14 native trees in park system.
 - a. Maintenance Superintendent – 4 hours (\$37.38/hr.) \$149.52
 - b. Maintenance Employee 1 – 4 hours (\$23.00/hr.) \$92.00
 - c. Maintenance Employee 2 – 4 hours (\$20.00/hr.) \$80.00

Non-Reimbursable Costs Total..... \$2,476.52

Total Project Cost..... \$24,026.52

MDC Reimbursement @ 90% = \$21,550.00 (Total reimbursable cost)