

**AGENDA
RAYTOWN PARKS & RECREATION BOARD**

**Monday, December 20, 2021
Raytown Parks Office, 5912 Lane Ave, Raytown MO 64133**

7:00 PM

I. Call to Order

II. Public Participation

Approval of Minutes –November 15th meeting.

III. Reports of Officers

President – Dave Thurman

Vice President – Robbie Tubbs

IV. Reports of Standing & Special Committees

Personnel – Jenny Perkins

Finance – Robbie Tubbs

Program – Evan Gorrell

Buildings & Grounds – Brent Hugh

Rice-Tremonti – Brian Morris

BMX- George Mitchell

V. Staff Reports

Director – Dave Turner

Superintendent of Parks – Tony Mesa

Recreation- Mike Conrad

VI. New Business

1. Approve Contract with McConnell & Assoc.
2. Approve Kenagy playground replacement Athco
3. Parks facility naming policy
4. January meeting date

VII. Other Business

VIII. Announcements

IX. Adjourn

- Next Meeting: Monday, January 10 or 24, 2021, 7 PM

**Raytown Park Board
Minutes
November 15, 2021**

Attendance:

Park Board: Brian Morris, William McClendon, Jenny Perkins, Dave Thurman, Evan Gorrell, Michael Anderson, Robbie Tubbs, Brent Hugh and George Mitchell

Staff: Dave Turner, Tony Mesa, Mike Conrad and Mary Ann McCormick

Guests: Bonnaye Mims

A quorum was declared present at 7:00 pm and the meeting was called to order. Evan Gorrell made a motion to approve minutes from October 18, 2021 meeting. Jenny Perkins seconded and the motion passed.

Reports of Officers:

President – no report

Vice President – no report

Reports of Standing & Special Committees:

Personnel – no report

Finance – no report

Program – Evan reported that committee met and approved FY2021-22 Fees Schedule and recommended Park Board to adopt Naming/Renaming of Parks at upcoming meeting.

Buildings & Grounds – Brent Hugh reported reviewed plans for Kenagy playground and need additional information from Athco before any recommendations. Reviewed focus group recommendations on 53 ST property.

Rice-Tremonti – Brian reported Holiday Open House is Dec. 11th & 12th. Rentals for December are maxed out.

BMX – George & Dave met with BMX Board on 10/27/21. Discussed having BMX Board assign positions such as President, Vice President, Treasurer and Secretary. Discussed the importance of having regularly scheduled meetings. Discussed the finance reporting that needs to be in closer compliance to the City's purchasing policy and become a 501(c)(3). Park Board recommended setting a timeline for expectations and then what the consequences would be.

Staff Reports:

Director – a written report was distributed. Focus Group for 53 St Property met on November 1st and they came up with a list of possible amenities that they would like to see at that property. Top 5: Splash pad, outdoor amphitheater, playground, off-leash dog park, outdoor tennis/pickle ball courts.

Superintendent of Parks - a written report was distributed.

Recreation Report - a written report was distributed. Festival of Trails will happen again in September 2022.

New Business:

1. Brian Morris made a motion to approve FY2021-22 Schedule of Fee and Charges as recommended by the Program Committee. William McClendon seconded and the motion passed.
2. Robbie Tubbs made a motion to participate in the Creative Communities Alliance Program in 2022. William McClendon seconded and the motion passed. Side note: Robbie would like to have someone look into the suggestion by Jenny about installing an art wall for photo ops in Raytown.

3. George Mitchell made a motion to purchase and 2022 Ford Ranger Ext. Cab 4 x 2 not to exceed \$30,000 and sell 2003 Ford Ranger. Michael Anderson seconded and the motion passed.
4. Michael Anderson made a motion to adjourn at 8:25 pm. Jenny Perkins seconded and the motion passed.

Next Park Board meeting Monday, December 20, 2021.



Budget Report Account Summary

For Fiscal: 2021-2022 Period Ending: 12/31/2021

| | | 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 | 320,000.00 | 320,000.00 | 35,293.97 | 54,975.01 | -265,024.99 | 82.82 % |
| 201-00-00-100-46102 | Investment Income | 4,000.00 | 4,000.00 | 0.00 | 14.40 | -3,985.60 | 99.64 % |
| 201-00-00-100-46401 | Miscellaneous Revenue | 600.00 | 600.00 | 0.00 | 0.00 | -600.00 | 100.00 % |
| 201-92-00-000-42122 | Credit Card Processing Fee | 900.00 | 900.00 | 0.00 | 6.10 | -893.90 | 99.32 % |
| 201-92-00-100-41101 | Real Estate Tax | 441,000.00 | 441,000.00 | 19,598.57 | 25,824.13 | -415,175.87 | 94.14 % |
| 201-92-00-100-41102 | Personal Property Tax | 88,500.00 | 88,500.00 | 10,940.60 | 13,034.95 | -75,465.05 | 85.27 % |
| 201-92-00-100-41104 | Delinquent Real Estate Taxes | 11,400.00 | 11,400.00 | 213.98 | 1,419.82 | -9,980.18 | 87.55 % |
| 201-92-00-100-41105 | Penalties | 7,000.00 | 7,000.00 | 224.98 | 933.83 | -6,066.17 | 86.66 % |
| 201-92-00-100-41107 | Railroad & Utilities Tax | 20,000.00 | 20,000.00 | 0.00 | 0.00 | -20,000.00 | 100.00 % |
| 201-92-00-100-41108 | Replacement Tax | 26,000.00 | 26,000.00 | 0.00 | 0.00 | -26,000.00 | 100.00 % |
| 201-92-00-100-41110 | Circuit Breaker Refund | -1,200.00 | -1,200.00 | 0.00 | 0.00 | 1,200.00 | 0.00 % |
| 201-92-00-100-41111 | Delinquent Property Tax Revenue | 7,500.00 | 7,500.00 | 598.13 | 1,909.90 | -5,590.10 | 74.53 % |
| 201-92-00-100-46101 | Interest Earnings | 2,300.00 | 2,300.00 | 148.14 | 305.91 | -1,994.09 | 86.70 % |
| 201-92-00-100-46303 | Gain on sale of Fixed Asset | 15,000.00 | 15,000.00 | 0.00 | 0.00 | -15,000.00 | 100.00 % |
| 201-92-00-100-47101 | Ballfield Lights Fees | 1,800.00 | 1,800.00 | 0.00 | 85.00 | -1,715.00 | 95.28 % |
| 201-92-00-100-47105 | Shelter House Rental Fees | 19,000.00 | 19,000.00 | 0.00 | 0.00 | -19,000.00 | 100.00 % |
| 201-92-00-100-47110 | Sports Field Rental Fees | 7,000.00 | 7,000.00 | 0.00 | 0.00 | -7,000.00 | 100.00 % |
| 201-92-00-100-47116 | Vending Machine-Kenagy | 1,100.00 | 1,100.00 | 130.00 | 160.00 | -940.00 | 85.45 % |
| 201-92-00-100-47204 | Team Sports League | 34,000.00 | 34,000.00 | -36.00 | 6,280.00 | -27,720.00 | 81.53 % |
| 201-92-00-100-47220 | Donations | 13,000.00 | 13,000.00 | 0.00 | 0.00 | -13,000.00 | 100.00 % |
| 201-92-00-100-47425 | Other Income | 1,000.00 | 1,000.00 | 0.00 | 51.00 | -949.00 | 94.90 % |
| 201-92-00-200-47401 | Participant Fees - BMX | 20,000.00 | 20,000.00 | 316.75 | 2,128.65 | -17,871.35 | 89.36 % |
| 201-92-00-200-47405 | Concession Sales - BMX | 6,500.00 | 6,500.00 | 14.00 | 117.00 | -6,383.00 | 98.20 % |
| 201-92-00-200-47415 | ABA Memberships - BMX | 5,000.00 | 5,000.00 | 0.00 | 0.00 | -5,000.00 | 100.00 % |
| 201-92-00-718-43101 | Federal Grants - Parks | 225,000.00 | 225,000.00 | 0.00 | 0.00 | -225,000.00 | 100.00 % |
| | Revenue Total: | 1,276,400.00 | 1,276,400.00 | 67,443.12 | 107,245.70 | -1,169,154.30 | 91.60% |
| Expense | | | | | | | |
| 201-00-00-000-59941 | CASH LONG & SHORT | 0.00 | 0.00 | 0.00 | 1.90 | -1.90 | 0.00 % |
| 201-00-00-100-59950 | Operating Transfer - TIF EAT's | 32,000.00 | 32,000.00 | 0.00 | 0.00 | 32,000.00 | 100.00 % |
| 201-92-00-100-51102 | Civilian Employees | 386,519.06 | 386,519.06 | 15,890.21 | 47,404.22 | 339,114.84 | 87.74 % |
| 201-92-00-100-51106 | Part Time Employees | 30,958.27 | 30,958.27 | 0.00 | 170.18 | 30,788.09 | 99.45 % |
| 201-92-00-100-51111 | Civilian Employees Overtime | 1,887.45 | 1,887.45 | 63.26 | 395.80 | 1,491.65 | 79.03 % |
| 201-92-00-100-51206 | Life Ins | 989.00 | 989.00 | 0.00 | 103.67 | 885.33 | 89.52 % |
| 201-92-00-100-51212 | Deferred Compensation - 401 A | 3,152.69 | 3,152.69 | 128.68 | 383.12 | 2,769.57 | 87.85 % |
| 201-92-00-100-51214 | Civilian Pension - LAGERS | 57,484.16 | 57,484.16 | 1,662.52 | 5,516.68 | 51,967.48 | 90.40 % |
| 201-92-00-100-51215 | Health Insurance | 48,299.79 | 48,299.79 | 3,305.25 | 9,915.75 | 38,384.04 | 79.47 % |
| 201-92-00-100-51218 | Med Exp - HSA contribution | 7,500.00 | 7,500.00 | 0.00 | 625.00 | 6,875.00 | 91.67 % |
| 201-92-00-100-51220 | Dental | 4,601.00 | 4,601.00 | 171.69 | 515.07 | 4,085.93 | 88.81 % |
| 201-92-00-100-51221 | Vision | 1,004.00 | 1,004.00 | 38.39 | 115.17 | 888.83 | 88.53 % |
| 201-92-00-100-51225 | FICA | 32,462.38 | 32,462.38 | 1,111.29 | 3,360.65 | 29,101.73 | 89.65 % |
| 201-92-00-100-51231 | Auto Allowance | 4,980.00 | 4,980.00 | 0.00 | 415.00 | 4,565.00 | 91.67 % |
| 201-92-00-100-51236 | Ins Opt Out Incentive | 1,992.00 | 1,992.00 | 83.00 | 249.00 | 1,743.00 | 87.50 % |
| 201-92-00-100-51238 | Phone Allowance | 4,320.00 | 4,320.00 | 0.00 | 240.60 | 4,079.40 | 94.43 % |
| 201-92-00-100-51240 | Workers Compensation Insurance | 13,814.41 | 13,814.41 | 0.00 | 1,475.47 | 12,338.94 | 89.32 % |
| 201-92-00-100-52101 | Office Supplies | 600.00 | 600.00 | 0.00 | 0.00 | 600.00 | 100.00 % |
| 201-92-00-100-52200 | Operating Supplies | 3,450.00 | 3,450.00 | 58.02 | 58.02 | 3,391.98 | 98.32 % |
| 201-92-00-100-52233 | Uniforms | 3,300.00 | 3,300.00 | 75.46 | 75.46 | 3,224.54 | 97.71 % |
| 201-92-00-100-52250 | Professional Services | 1,400.00 | 1,400.00 | 0.00 | 0.00 | 1,400.00 | 100.00 % |
| 201-92-00-100-52300 | Repair & Maintenance Supplies | 59,700.00 | 59,700.00 | 0.00 | -5.04 | 59,705.04 | 100.01 % |
| 201-92-00-100-52301 | Fuel | 7,500.00 | 7,500.00 | 1,322.50 | 1,322.50 | 6,177.50 | 82.37 % |

Budget Report

For Fiscal: 2021-2022 Period Ending: 12/31/2021

| | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Remaining |
|--|-----------------------------------|-------------------------|---------------------|--------------------|--|----------------------------|
| 201-92-00-100-53101 | Postage | 500.00 | 500.00 | 0.00 | 0.00 | 500.00 100.00 % |
| 201-92-00-100-53241 | Printing & Promotions | 1,500.00 | 1,500.00 | 0.00 | 0.00 | 1,500.00 100.00 % |
| 201-92-00-100-53301 | Dues & Memberships | 2,700.00 | 2,700.00 | 0.00 | 0.00 | 2,700.00 100.00 % |
| 201-92-00-100-53401 | Electricity | 38,000.00 | 38,000.00 | 0.00 | 2,900.33 | 35,099.67 92.37 % |
| 201-92-00-100-53411 | Gas | 3,200.00 | 3,200.00 | 0.00 | 162.98 | 3,037.02 94.91 % |
| 201-92-00-100-53421 | Water | 7,500.00 | 7,500.00 | 0.00 | 733.56 | 6,766.44 90.22 % |
| 201-92-00-100-53431 | Telephone | 6,500.00 | 6,500.00 | 450.00 | 752.20 | 5,747.80 88.43 % |
| 201-92-00-100-53500 | Equipment Expense | 1,700.00 | 1,700.00 | 15.84 | 15.84 | 1,684.16 99.07 % |
| 201-92-00-100-53600 | Repair & Maintenance Services | 1,500.00 | 1,500.00 | 0.00 | 0.00 | 1,500.00 100.00 % |
| 201-92-00-100-53644 | Computer Services | 7,500.00 | 7,500.00 | 0.00 | 0.00 | 7,500.00 100.00 % |
| 201-92-00-100-53701 | Education and Training | 3,100.00 | 3,100.00 | 0.00 | 0.00 | 3,100.00 100.00 % |
| 201-92-00-100-53711 | Meals & Travel | 1,350.00 | 1,350.00 | 0.00 | 0.00 | 1,350.00 100.00 % |
| 201-92-00-100-53913 | General Liability Insurance | 45,365.00 | 45,365.00 | 0.00 | 3,733.71 | 41,631.29 91.77 % |
| 201-92-00-100-53961 | Bank Charges | 4,300.00 | 4,300.00 | 186.08 | 504.72 | 3,795.28 88.26 % |
| 201-92-00-100-53999 | Miscellaneous Contractual | 131,300.00 | 131,300.00 | 3,510.18 | 3,510.18 | 127,789.82 97.33 % |
| 201-92-00-100-54500 | Recreational Programming | 51,800.00 | 51,800.00 | 1,481.10 | 1,481.10 | 50,318.90 97.14 % |
| 201-92-00-100-55000 | Vehicle Expense | 9,500.00 | 9,500.00 | 0.00 | 0.00 | 9,500.00 100.00 % |
| 201-92-00-100-57000 | Capital Expenditures | 672,000.00 | 222,000.00 | 15,573.50 | 15,573.50 | 206,426.50 92.98 % |
| 201-92-00-200-52101 | Office Supplies - BMX | 500.00 | 500.00 | 0.00 | 0.00 | 500.00 100.00 % |
| 201-92-00-200-52200 | Operating Supplies - BMX | 15,000.00 | 15,000.00 | 0.00 | 0.00 | 15,000.00 100.00 % |
| 201-92-00-200-52250 | Professional Services - BMX | 10,000.00 | 10,000.00 | 0.00 | 0.00 | 10,000.00 100.00 % |
| 201-92-00-200-52300 | Repair & Maintenance Supplies - B | 9,000.00 | 9,000.00 | 0.00 | 0.00 | 9,000.00 100.00 % |
| 201-92-00-200-52301 | Fuel - BMX | 1,000.00 | 1,000.00 | 0.00 | 0.00 | 1,000.00 100.00 % |
| 201-92-00-200-52341 | Printing & Promotions - BMX | 1,000.00 | 1,000.00 | 0.00 | 0.00 | 1,000.00 100.00 % |
| 201-92-00-200-53401 | Electricity - BMX | 3,000.00 | 3,000.00 | 0.00 | 236.01 | 2,763.99 92.13 % |
| 201-92-00-200-53421 | Water - BMX | 700.00 | 700.00 | 0.00 | 0.00 | 700.00 100.00 % |
| 201-92-00-200-53431 | Telephone - BMX | 1,000.00 | 1,000.00 | 30.91 | 30.91 | 969.09 96.91 % |
| 201-92-00-200-53999 | Miscellaneous Contractual - BMX | 7,200.00 | 7,200.00 | 410.16 | 410.16 | 6,789.84 94.30 % |
| 201-92-00-718-57000 | Capital Expenditures - Grant | 0.00 | 450,000.00 | 47.00 | 47.00 | 449,953.00 99.99 % |
| Expense Total: | | 1,745,629.21 | 1,745,629.21 | 45,615.04 | 102,430.42 | 1,643,198.79 94.13% |
| Fund: 201 - PARKS & RECREATION Surplus (Deficit): | | -469,229.21 | -469,229.21 | 21,828.08 | 4,815.28 | 474,044.49 101.03% |
| Report Surplus (Deficit): | | -469,229.21 | -469,229.21 | 21,828.08 | 4,815.28 | 474,044.49 101.03% |

Budget Report

For Fiscal: 2021-2022 Period Ending: 12/31/2021

Group Summary

| Account Type | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Remaining |
|--|--------------------------|-------------------------|--------------------|--------------------|--|---------------------------|
| Fund: 201 - PARKS & RECREATION | | | | | | |
| Revenue | 1,276,400.00 | 1,276,400.00 | 67,443.12 | 107,245.70 | -1,169,154.30 | 91.60% |
| Expense | 1,745,629.21 | 1,745,629.21 | 45,615.04 | 102,430.42 | 1,643,198.79 | 94.13% |
| Fund: 201 - PARKS & RECREATION Surplus (Deficit): | | -469,229.21 | -469,229.21 | 21,828.08 | 4,815.28 | 474,044.49 101.03% |
| Report Surplus (Deficit): | | -469,229.21 | -469,229.21 | 21,828.08 | 4,815.28 | 474,044.49 101.03% |

Budget Report

For Fiscal: 2021-2022 Period Ending: 12/31/2021

Fund Summary

| Fund | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) |
|----------------------------------|--------------------------|-------------------------|--------------------|--------------------|--|
| 201 - PARKS & RECREATION | -469,229.21 | -469,229.21 | 21,828.08 | 4,815.28 | 474,044.49 |
| Report Surplus (Deficit): | -469,229.21 | -469,229.21 | 21,828.08 | 4,815.28 | 474,044.49 |

Fund Balance Report

As Of 12/15/2021



City of Raytown, MO

| Fund | Beginning Balance | Total Revenues | Total Expenses | Ending Balance |
|--------------------------|--------------------------|-----------------------|-----------------------|-----------------------|
| 201 - PARKS & RECREATION | 1,285,897.49 | 107,245.70 | 102,430.42 | 1,290,712.77 |
| Report Total: | 1,285,897.49 | 107,245.70 | 102,430.42 | 1,290,712.77 |

Raytown Parks & Recreation Department
Director's Report
December 20, 2021

2020 LWCF Grant project I have been working with Mike Mehaffey from McConnell & Associates on negotiating the best price for the renovation work on the Kenagy tennis courts. Mike informed me that the bidding documents were over kill on the amount of steel cable to be used, and said that he could keep the post tensions system within their recommended specs by cutting 15-20% of the steel cable, which will help us to maximize the use of funds for other tasks of the project, such as the fencing and repair of the asphalt trail after construction.

BOA- We are on the agenda for December 21st meeting to gain final contract approval to the Kenagy tennis court renovation project and the purchase of the 2022 Ford Ranger truck.

George Butler & Associates- I am still working with GBA on the plans for the 53rd ST Property redevelopment. Todd Trotter attended the LWCF workshop explaining the process of the grant application, and GBA will be submitting the environmental surveys in for review directly, which could have a 30-day turnaround from the Dept of Interior. I have been using the information from Paul Miller to support the grant description and to have construction budget numbers that should be reliable. As of now the grant request will be for \$880,000 for a total demolition and regrading of the property.

BMX- Mary Ann has set up a meeting with a tax attorney on Wednesday December 29th to discuss applying for 501-C3 tax status for the BMX board. She wants to know a few details about the group and the expectations before taking on this job on pro bono.

Kenagy Park Playground- I have been working with Brad Mohr of Athco to get a quote on the replacement playground at Kenagy Park. With the demolition of the existing structure and concrete subsurface, and installation we will be able to keep the costs within the \$90,000 budget. The plan will include going with a mulch surface instead of the rubberized pour in place, which increases costs by \$40-45,000.

Holiday Schedule- Offices will be closed for Christmas on December 24th and 27th. New Year closure will be on December 31st.

Staff- We have completed personnel reviews for staff and will have those reviewed by the Personnel Committee chair before submitting them to HR for their records.

City Works- Mary Ann has been making strides in giving details on what our needs are for the asset management program. Public works has been building their side of the program with streets, storm sewer, facilities, and fleet components. We are setting up workflow notifications, work order forms and records, and how to enter information from citizen input.

Shelter house- Maintenance staff reported some missing shingles on Wednesday Dec 15 at Minor-Smith from the severe wind. Tony and I did a quick drive through on all parks, and most of our shelter roofs have a few missing shingles. Kritser east shelter and the Koop house are also showing damage that needs repair. Tony and I will come up with a plan for repair of these structures.

Sales Tax Revenue- December sales tax to the Parks Department \$35,293.97.



December 2021

PARK MAINTENANCE REPORT



Horticulture / Right of Way

Scott and Josh have been working to complete tree trimming in conjunction with the TRIM grant along with fall trimming along trails. As the end of growing season came upon us The Horticulture staff performed additional end of season work on beds by cutting perennials and clearing leaves. End of season fertilization, and overseeding of the soccer fields at Kritser park and outfield of Colman ball field have been completed. The continued dry weather has extended the need for watering of trees planted in the last three months.

Park Maintenance

Alan and the guys have completed all winterizations throughout the park system. The shelter house roof at Kritser park has been stripped and part of the metal installed. We expect to complete this project by the end of the year (weather permitting). We have been processing firewood and performing end of season maintenance on all mowers. We have made fence repairs to the 53rd street park to help keep trespassers out and have installed barriers to discourage trespassers from climbing slide towers and or using the slides.

Staff responded to a call from RPD regarding a car into the privacy fence at the storage property located at 7826 Raytown Road. We removed debris and provided temporary fencing pending Insurance repairs.

All operations staff have been involved in leaf work and I expect this to continue through the winter.







PROPOSAL

Bid ID Number:49432
Date:12/15/2021

1225 Iron - North Kansas City, Missouri 64116 - Office (816) 842-6066 - Fax (816) 842-1638

| | |
|--|---|
| <p>Bid Submitted To:</p> <p>City of Raytown, Missouri 10000 E. 59th Street Raytown, MO 64133</p> <p>PHONE: _____ FAX: _____</p> <p>CONTACT: Dave Turner</p> | <p>Job Proposed:</p> <p>C. Lee Kenagy Park Tennis Courts 202 7834 Raytown Road Raytown, MO 64138</p> |
|--|---|

NOTICE TO OWNER: FAILURE OF THIS CONTRACTOR TO PAY THOSE PERSONS SUPPLYING MATERIAL OR SERVICES TO COMPLETE THIS CONTRACT CAN RESULT IN THE FILING OF A MECHANIC'S LIEN ON THE PROPERTY WHICH IS THE SUBJECT OF THIS CONTRACT PURSUANT TO CHAPTER 429, RSMO. TO AVOID THIS RESULT YOU MAY ASK THIS CONTRACTOR FOR "LIEN WAIVERS" FROM ALL PERSONS SUPPLYING MATERIAL OR SERVICES FOR THE WORK DESCRIBED IN THIS CONTRACT. FAILURE TO SECURE LIEN WAIVERS MAY RESULT IN YOUR PAYING FOR LABOR AND MATERIAL TWICE.

PAYMENT and COLLECTION: Payment is due upon receipt of Company's invoice. If Company provides this agreement/proposal/bid to an attorney for enforcement of its terms including but not limited to collection of amounts due, you agree to pay all expenses and cost, including but not limited to attorney's fees incurred by Company in such enforcement or collection. In the event all sums are not paid when due, all unpaid sums shall bear interest at the (18%) per annum until paid in full.

Mike Mehaffey

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory, and are hereby accepted.

Signature: _____

Name & Title (Please Print): _____

Date Accepted: _____

NOTES: THIS PROPOSAL MAY BE WITHDRAWN BY US IF NOT ACCEPTED WITHIN 30 DAYS.

| ID | Task Name | Duration | Start | Finish | Feb 20, '22 | Mar 27, '22 | May 1, '22 | Jun 5, '22 |
|----|--|----------|-------------|-------------|-------------|-------------|------------|------------|
| 1 | Mobilize | 1 day | Tue 3/1/22 | Tue 3/1/22 | [Gantt bar] | | | |
| 2 | Fence Fabric Removal | 5 days | Wed 3/2/22 | Tue 3/8/22 | [Gantt bar] | | | |
| 3 | Rock/underdrains/Net Posts Sleeves | 12 days | Wed 3/9/22 | Thu 3/24/22 | [Gantt bar] | | | |
| 4 | Post Tension Court Slab | 12 days | Fri 3/25/22 | Mon 4/11/22 | [Gantt bar] | | | |
| 5 | Concrete Slab Cure Time (30 calendar days) | 23 days | Tue 4/12/22 | Thu 5/12/22 | [Gantt bar] | | | |
| 6 | Fence Fabric and Gate Adjustment | 7 days | Tue 4/12/22 | Wed 4/20/22 | [Gantt bar] | | | |
| 7 | Sidewalk / asphalt repairs and hand rail | 6 days | Thu 4/21/22 | Thu 4/28/22 | [Gantt bar] | | | |
| 8 | Backfilling / Site Clean up | 4 days | Fri 4/29/22 | Wed 5/4/22 | [Gantt bar] | | | |
| 9 | Court Surface / Net Posts / Nets | 10 days | Fri 5/13/22 | Thu 5/26/22 | [Gantt bar] | | | |



Project: Kenagy Park TC - Sched
Date: Thu 12/2/21

Task

- Task
- Split
- Milestone
- Summary
- Project Summary
- Inactive Task
- Inactive Milestone
- Inactive Summary
- Manual Task
- Duration-only
- Manual Summary Rollup
- Manual Summary
- Start-only
- Finish-only
- External Tasks
- External Milestone
- Deadline
- Progress
- Manual Progress

Kenagy Tennis Court

Raytown Parks Bid Tab November 24, 2021

Time: 2:00pm.

Participating Bidders:

| | | Base bid: |
|---|---------------------|-----------|
| 1 | Gunter Construction | |
| | Alt 1 | |
| | Alt 2 | |
| | Total Bid Price | |

| | | Base bid: |
|---|-----------------|-----------|
| 2 | Elite Fence | |
| | Alt 1 | |
| | Alt 2 | |
| | Total Bid Price | |

| | | Base bid: |
|---|-----------------|-----------|
| 3 | Perfect Fence | |
| | Alt 1 | |
| | Alt 2 | |
| | Total Bid Price | |

| | | Base bid: |
|---|-----------------|--------------|
| 4 | PCC Sports | \$44,281.00 |
| | Bid Bond | |
| | Alt 1 | \$59,218.31 |
| | Alt 2 | |
| | Total Bid Price | \$523,499.31 |

| | | Base bid: |
|---|------------------------|-----------|
| 5 | McConnell & Associates | \$444,841 |
| | Bid Bond | |
| | Alt 1 | \$11,209 |
| | Alt 2 | \$14,520 |
| | Total Bid Price | \$470,570 |



Lenexa, KS 66215
13500 W. 108TH St.
913-469-5600 or 1-800-255-1102
FAX (913) 469-8134
Email: athco@athcollc.com

PROPOSAL

TO: DAVE TURNER
RAYTOWN PARKS & RECREATION
5912 LANE
RAYTOWN, MO 64133

DATE: DECEMBER 13, 2021

RE: KENAGY PARK

We are pleased to forward the following quotation. Our terms are net 30 days and all prices are subject to acceptance within 30 days.

State Sales tax Included **Not Included**

We propose to furnish and deliver FOB destination (freight included).

1 EACH – LANDSCAPE STRUCTURES CUSTOM PLAYBOOSTER PER DRAWING
#1153606-05-01

INCLUDES REMOVAL & DISPOSAL OF EXISTING STRUCTURE,
POURED-IN-PLACE SURFACE AND CONCRETE SLAB.

ALL THE ABOVE FOR THE SUM OF \$89,570.00
FOR INSTALLATION OF ABOVE ADD \$ INCLUDED

REMARKS: INSTALLATION ASSUMES EASY ACCESS TO SITE FOR INSTALLATION
EQUIPMENT AND NO ROCK AT FOOTING LOCATIONS. IF ROCK
IS ENCOUNTERED THERE WILL BE EXTRA CHARGES TO DRILL THROUGH
THE ROCK.

ADD \$2,645.00 FOR A TONGUE DRUM.

ADD \$2,595.00 FOR A TONGUE DRUM JUNIOR.

ABOVE PROPOSAL ASSUMES CONCRETE CURB AND WOOD MULCH BY OTHERS

***** A 3% convenience fee will be added for all credit card transactions over \$1,000.*****

**** Current "Tax Exemption Certificates" required when placing orders for materials only.****

This proposal accepted by:

Proposed by:

Name & Title

BRAD MOHR, GENERAL MANAGER



slan
landscape
structures

KENEGY PARK

1153606-05-01-01 • 10.07.2021



Your Premier Athletic & Recreational Source

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New Design within budget #1

NAMING AND RENAMING RAYTOWN PARKS AND RECREATION - PARKS, FACILITIES AND/OR FEATURES

The purpose of this policy is to establish a uniform procedure for the naming of Raytown Park and Recreation Department (RPRD) parks, significant facilities or prominent geographic features.

All requests for the naming or renaming of a park or recreational facility shall be made in writing on the attached application and returned to the Raytown Parks & Recreation Director.

NAMING OF RPRD PARKS, FACILITIES AND/OR FEATURES.

The following guidelines and criteria will be used when naming a RPRD park or, if deemed appropriate by the Raytown Park Board, a significant facility, or other prominent geographic feature within a park.

- A. A permanent name shall be assigned to a park, or to a general area of land designated as a new future park site, as soon as practical after acquisition of a park or such general area of land.
- B. A permanent name may be assigned, if deemed appropriate by the Raytown Park Board, to a significant RPRD facility when acquired or when developed.
- C. A permanent name may be assigned, if deemed appropriate by the Raytown Park Board, to a pond or other prominent geographic feature within a park.
- D. Duplication of the names of other parks or facilities within RPRD shall not be permitted.
- E. Recommendations for a name may come from a member of RPRD's Raytown Park Board, RPRD staff, neighborhood organizations in the same locality as the park or facility, concerned citizen/employees, special interest groups, and/or a donor who provides a substantial contribution to the acquisition and/or development of the land or facility.
- F. Prominent geographic features including local reference points (i.e. a pond or tree, etc.) may be considered for a potential name.
- G. Consideration to name a RPRD park, facility or prominent geographic feature in honor of a person (or persons or family) shall only be given if one of the following criteria has been met:
 - 1. For the name of an individual (excluding nationally significant individuals), or persons or family to be considered, that person, persons or family must have contributed significantly to the acquisition and/or development of the park or facility, or to RPRD overall. The suggested name must be accompanied by a biographical narrative, which

shall provide evidence of their contributions to the park, RPRD facility, or RPRD overall; or

2. A substantial donation, as determined in the sole discretion of the Raytown Park Board, must have been made to RPRD by or in memory of an individual, group or family; or
 3. A substantial donation must have been made to RPRD wherein the donor stipulates a name as a condition for the donation and RPRD accepts the donation subject to that condition; or
 4. The name of an outstanding community leader may be considered if they have made significant civic contributions and have given highly productive support to RPRD as determined in the sole discretion of the Raytown Park Board.
- H. After the Board considers a potential name (or names), public notice of the potential name (or names) shall be given for thirty (30) days by posting a notice on RPRD's website and other social media sources. Citizen/employee comments and suggestions may be emailed to the Raytown Parks Director through RPRD's website or by mail to Raytown Parks Director, Raytown Parks, 5912 Lane Ave., Raytown, MO 64133 and must be received or postmarked within the 30-day public notice period.
- I. The Raytown Park Board may take formal action to name (or rename if permitted) the park, facility or geographic feature after the expiration of the 30-day public notice period.

RENAMING OF RPRD PARKS, FACILITIES AND/OR FEATURES

The following guidelines and criteria shall be considered and met before renaming a RPRD park, facility or geographic feature:

- A. Once named, the renaming of RPRD parks or facilities is strongly discouraged. It is recommended that efforts to change a name be subject to the most critical examination so as not to diminish the original justification for the name or discount the value of the prior contributions.
- B. Land and/or facilities named by deed restriction shall not be renamed.
- C. Parks and facilities named after individuals shall not be changed unless it is found by the Raytown Park Board that the individual's personal character is or was such that the continued use of the name for a RPRD park or facility would not be in the best interest of RPRD.
- D. Those RPRD parks and facilities named for a location or a geographic feature may be considered for renaming by the Raytown Park Board. However, the existing name of a RPRD park or facility which is of local or national importance or which identifies an outstanding geographic or physical feature shall not be changed unless the Raytown Park

Board determines that there are extraordinary circumstances of local or national interest to justify the name change.

- E. Subject to the foregoing, in order for a RPRD park or facility to be considered for renaming, the recommended name must otherwise qualify according to the same guidelines and criteria as set forth above for originally naming parks and facilities and the same general procedure shall be followed.
- F. A geographic feature within a park which has been named may be renamed by the Raytown Park Board at any time.

OTHER NAMING ALTERNATIVES

- A. Land and/or facilities that are donated to RPRD may be named by deed restriction by the donor, subject to the acceptance of the donation by RPRD with such restriction. When considering whether to accept a donation with such a restriction, the acceptance of the land and/or facilities should be subject to the guidelines and criteria for naming parks and facilities noted above.
- B. A facility within a park (i.e., playground, picnic shelter, softball field, etc.) may be named separately from RPRD park or facility location subject to approval by the Raytown Park Board and on the condition that the facility name does not diminish or overshadow the park's name. All costs associated with naming a facility within a park will be paid for by the applicant. There will be a 7 (seven) year sunset on the naming of the facility.
- C. Park benches – park benches within the parks can be considered as an alternative to the park, recreational areas and facility naming process. Benches will be chosen by RPRD to keep with uniformity throughout the parks, recreational areas and facilities. Bench placement within each park will be determined by RPRD. Each bench will include a 3 x 5 engraved plaque. All costs associated with the park bench will be paid for by the applicant. Should the plaque and/or bench be damaged due to vandalism or natural aging, the RPRD will remove or repair the item at its sole discretion.
- D. Legacy Tree Planting Program – this program provides a means to commemorate individuals by planting a tree in their honor or memory. Each tree must meet the landscaping needs of the chosen park site and be chosen from our recommended tree list. The tree will be planted by the RPRD. Plantings will take place in April/May or October/November to help ensure the successful establishment of the tree. A small, personalized tag will be attached to the Living Legacy Tree. The RPRD will provide its regular standard of landscape care for the tree. If the tree does not survive, RPRD is not obligated to provide a replacement. All costs associated with the Legacy Tree Planting will be paid for by the applicant.



**Raytown Parks & Recreation
City of Raytown**

5912 Lane
Raytown, MO 64133-3751

Phone: 816/358-4100
Fax: 816/358-8791
www.raytownparks.com

Application for Naming/Renaming Parks, Facilities and/or Features

Date: _____
Nominator: _____
Address: _____
City: _____ State: _____ Zip: _____ Phone: _____
Email: _____

Please check one of the following:

Naming of RPRD Parks, Facilities and/or other Features

Renaming of RPRD Parks, Facilities and/or other Features

Proposed Name: _____

Proposed Site: _____

If a family member, what is the relationship? _____

Please illustrate below the reasons for your nomination. Please be as complete as possible. Attach additional pages or supportive materials if needed to clarify the nomination.

Community-wide activities responsible for: _____

Local clubs or organization served: _____

Major benefit(s) to the history of "the local community." _____

Why are you nominating this person? _____

Return to: Raytown Parks & Recreation, 5912 Lane Ave., Raytown, MO 64133

Date Received by RPRD: _____ Received by: _____



**Raytown Parks & Recreation
City of Raytown**

5912 Lane
Raytown, MO 64133-3751

Phone: 816/358-4100
Fax: 816/358-8791
www.raytownparks.com

**Application for Naming a Facility Within Park or
Purchase A Park Bench or Legacy Tree**

Date: _____

Nominator: _____

Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

Email: _____

_____ **Naming a facility within a park (i.e., playground, picnic shelter, softball field, etc.)**

Proposed Name for Facility: _____

Proposed Site: _____

Local clubs or organization served: _____

Why are you nominating this person? _____

_____ **Purchase a Park Bench**

_____ **Purchase a Legacy Tree**

Proposed Site: _____

Return to: Raytown Parks & Recreation, 5912 Lane Ave., Raytown, MO 64133

Date Received by RPRD: _____ Received by: _____