AGENDA
RAYTOWN PARKS & RECREATION BOARD
Monday, August 18, 2025 7:00 PM

Hosted in person at the Raytown Park Office
5912 Lane Ave, Raytown MO 64133

Or via Zoom Link:
https://us06web.zoom.us/j/89600090416

Meeting ID: 896 0009 0416

I. **Call to Order**

II. **Public Participation**

Approval of Minutes –July 21st, 2025

III. **Reports of Officers**
President – Brian Morris
Vice President – Jules Sneddon

IV. **Reports of Standing & Special Committees**
Personnel – Jourdan Price
Finance – Melina Alford
Program – Robbie Tubbs
Buildings & Grounds – Dave Thurman
Main Street- Robbie Tubbs

V. **Staff Reports**
Director – Dave Turner
Superintendent of Parks – Tony Mesa
Recreation- Matt Hartmann

VI. **New Business**

1. Skate Park renovation
2. Sponsorship display method discussion

VII. **Other Business**

VIII. **Announcements**

IX. **Adjourn**

- Next regular Meeting: September 15th, 7 PM at Raytown Parks office.

Raytown Park Board
Minutes
July 21, 2025

Attendance:
Park Board: Brian Morris, Robbie Tubbs, Melina Alford and Jourdan Price attended in person
Zoom – Dave Thurman, Jules Sneddon, Rhonda Herring and Brent Hugh.

Staff: Dave Turner, Tony Mesa, Matt Hartmann and Jonda DeMarco
Guests: Christy Sewing and Alderman Loretha Hayden

A quorum was declared present, and the meeting was called to order at 7:00pm. Robbie Tubbs made a motion to approve the minutes from June 16, 2025. Jourdan Price seconded, and the motion passed.

Reports of Officers:
President- Brian Morris wanted to thank Jourdan for providing the voice over and Dave Thurman on the images for the informational sales tax video.
Vice President – Jules Sneddon commented lots of conversation for sales tax increase on August ballot.

Reports of Standing & Special Committees:
Personnel – no report
Finance – no report
Program – no report
Buildings & Grounds – no report
Main Street – no report

Staff Reports:
Director – a written report was distributed
Superintendent of Parks – a written report was distributed
Recreation – a written report was distributed

New Business:

1. Christy Sewing from Rice-Tremonti updated on progress for year. Set back due to difficulty getting a contractor for proposed work -plans are exterior of house, new sign for Sophie White's Cabin. The east parlor rehab is finished with fresh paint and hardwood floors refinished. The upcoming events are Festival of the Trails Sept. 13 and Soup Social on Oct. 18.
2. Dave Turner discussed FY 26 Budget review – increase for trash service and security services due to FIFA next summer. Also increase to computer services for proposed upgrading to new program RecDesk – this will be online registration for sports with capability for shelter reservations.
3. Dave Turner also discussed the short notice on funds that needed to be submitted to county for the Sales Tax Increase on August ballot. Robbie Tubbs made a motion that transfer of fees be submitted. Melina Alford seconded, and the motion passed.
4. Jourdan Price made a motion to adjourn at 7:40pm. Robbie Tubbs seconded, and the motion passed.

Please note: August meeting will be on August 18, 2025

Budget Report
Account Summary

City of Raytown, MO

For Fiscal: 2024-2025 Period Ending: 08/31/2025

		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	362,000.00	362,000.00	0.00	278,164.53	-83,835.47	23.16 %
201-00-00-100-46102	Investment Income	17,000.00	17,000.00	0.00	22,420.36	5,420.36	131.88 %
201-00-00-100-46401	Miscellaneous Revenue	0.00	0.00	0.00	2,271.56	2,271.56	0.00 %
201-92-00-000-42122	Credit Card Processing Fee	1,000.00	1,000.00	27.15	900.85	-99.15	9.92 %
201-92-00-100-41101	Real Estate Tax	558,771.00	558,771.00	0.00	506,129.85	-52,641.15	9.42 %
201-92-00-100-41102	Personal Property Tax	101,057.00	101,057.00	0.00	84,612.76	-16,444.24	16.27 %
201-92-00-100-41104	Delinquent Real Estate Taxes	13,000.00	13,000.00	0.00	9,822.66	-3,177.34	24.44 %
201-92-00-100-41105	Penalties	9,900.00	9,900.00	0.00	7,608.00	-2,292.00	23.15 %
201-92-00-100-41107	Railroad & Utilities Tax	18,500.00	18,500.00	0.00	18,608.72	108.72	100.59 %
201-92-00-100-41108	Replacement Tax	30,000.00	30,000.00	0.00	35,559.46	5,559.46	118.53 %
201-92-00-100-41110	Circuit Breaker Refund	-700.00	-700.00	-9.18	-622.88	77.12	88.98 %
201-92-00-100-41111	Delinquent Property Tax Revenue	9,000.00	9,000.00	0.00	10,176.56	1,176.56	113.07 %
201-92-00-100-46101	Interest Earnings	30,000.00	30,000.00	0.00	12,845.95	-17,154.05	57.18 %
201-92-00-100-46303	Gain on sale of Fixed Asset	10,000.00	10,000.00	0.00	0.00	-10,000.00	100.00 %
201-92-00-100-47101	Ballfield Lights Fees	1,200.00	1,200.00	50.00	390.00	-810.00	67.50 %
201-92-00-100-47105	Shelter House Rental Fees	25,000.00	25,000.00	565.00	25,796.78	796.78	103.19 %
201-92-00-100-47110	Sports Field Rental Fees	4,000.00	4,000.00	480.00	12,090.00	8,090.00	302.25 %
201-92-00-100-47116	Vending Machine-Kenagy	400.00	400.00	0.00	327.08	-72.92	18.23 %
201-92-00-100-47204	Team Sports League	20,000.00	20,000.00	225.00	3,602.00	-16,398.00	81.99 %
201-92-00-100-47220	Donations	11,000.00	11,000.00	0.00	11,700.00	700.00	106.36 %
201-92-00-100-47425	Other Income	1,000.00	1,000.00	0.00	218.62	-781.38	78.14 %
201-92-00-725-43000	State Grants - TRIM	22,000.00	22,000.00	0.00	21,550.00	-450.00	2.05 %
201-92-00-753-43000	State Grant - LWCF	79,000.00	79,000.00	0.00	432,004.49	353,004.49	546.84 %
201-92-00-754-43101	Federal Grant - Omnibus (SuperSpl	1,985,000.00	1,985,000.00	0.00	0.00	-1,985,000.00	100.00 %
201-92-00-755-43101	Federal Grant - Omnibus (Kenagy)	980,000.00	980,000.00	0.00	0.00	-980,000.00	100.00 %
	Revenue Total:	**4,288,128.00**	**4,288,128.00**	**1,337.97**	**1,496,177.35**	**-2,791,950.65**	**65.11%**
Expense							
201-00-00-100-58000	BMX Appropriation	15,000.00	15,000.00	0.00	15,000.00	0.00	0.00 %
201-00-00-100-59950	Operating Transfer - TIF EAT's	35,000.00	35,000.00	0.00	26,570.10	8,429.90	24.09 %
201-92-00-100-51102	Civilian Employees	492,182.00	492,182.00	18,865.21	393,680.80	98,501.20	20.01 %
201-92-00-100-51106	Part Time Employees	24,099.00	24,099.00	437.19	1,945.02	22,153.98	91.93 %
201-92-00-100-51111	Civilian Employees Overtime	7,959.00	7,959.00	571.94	7,393.79	565.21	7.10 %
201-92-00-100-51206	Life Ins	1,294.00	1,294.00	0.00	965.91	328.09	25.35 %
201-92-00-100-51212	Deferred Compensation - 401 A	4,103.00	4,103.00	154.92	3,151.74	951.26	23.18 %
201-92-00-100-51214	Civilian Pension - LAGERS	73,309.00	73,309.00	2,760.07	53,172.46	20,136.54	27.47 %
201-92-00-100-51215	Health Insurance	75,033.00	75,033.00	3,800.52	63,274.83	11,758.17	15.67 %
201-92-00-100-51218	Med Exp - HSA contribution	7,500.00	7,500.00	0.00	5,000.00	2,500.00	33.33 %
201-92-00-100-51220	Dental	4,526.00	4,526.00	187.92	3,698.31	827.69	18.29 %
201-92-00-100-51221	Vision	1,058.00	1,058.00	41.97	818.05	239.95	22.68 %
201-92-00-100-51225	FICA	40,704.00	40,704.00	1,451.48	29,748.38	10,955.62	26.92 %
201-92-00-100-51231	Auto Allowance	4,980.00	4,980.00	0.00	2,790.00	2,190.00	43.98 %
201-92-00-100-51238	Phone Allowance	3,380.00	3,380.00	0.00	2,400.00	980.00	28.99 %
201-92-00-100-51240	Workers Compensation Insurance	34,855.59	34,855.59	0.00	23,237.04	11,618.55	33.33 %
201-92-00-100-52101	Office Supplies	600.00	600.00	0.00	79.86	520.14	86.69 %
201-92-00-100-52122	Credit Card Processing Charge	3,500.00	3,500.00	0.00	1,267.83	2,232.17	63.78 %
201-92-00-100-52200	Operating Supplies	3,500.00	3,500.00	0.00	1,492.31	2,007.69	57.36 %
201-92-00-100-52233	Uniforms	3,300.00	3,300.00	0.00	275.87	3,024.13	91.64 %
201-92-00-100-52250	Professional Services	1,400.00	1,400.00	0.00	123.80	1,276.20	91.16 %
201-92-00-100-52300	Repair & Maintenance Supplies	93,500.00	93,500.00	3,096.79	46,781.28	46,718.72	49.97 %
201-92-00-100-52301	Fuel	15,000.00	15,000.00	0.00	5,801.77	9,198.23	61.32 %

		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	314.68	1,185.32	79.02 %
201-92-00-100-53301	Dues & Memberships	2,900.00	2,900.00	0.00	814.50	2,085.50	71.91 %
201-92-00-100-53401	Electricity	38,000.00	38,000.00	0.00	16,557.87	21,442.13	56.43 %
201-92-00-100-53411	Gas	4,400.00	4,400.00	0.00	3,182.87	1,217.13	27.66 %
201-92-00-100-53421	Water	7,900.00	7,900.00	152.83	4,796.97	3,103.03	39.28 %
201-92-00-100-53451	Telephone	7,000.00	7,000.00	433.04	2,924.75	4,075.25	58.22 %
201-92-00-100-53500	Equipment Expense	1,700.00	1,700.00	0.00	179.68	1,520.32	89.43 %
201-92-00-100-53563	Elections	35,000.00	35,000.00	0.00	64,004.00	-29,004.00	-82.87 %
201-92-00-100-53600	Repair & Maintenance Services	1,500.00	1,500.00	0.00	375.00	1,125.00	75.00 %
201-92-00-100-53644	Computer Services	9,000.00	9,000.00	0.00	6,009.04	2,990.96	33.23 %
201-92-00-100-53701	Education and Training	3,400.00	3,400.00	0.00	1,470.00	1,930.00	56.76 %
201-92-00-100-53711	Meals & Travel	1,550.00	1,550.00	0.00	471.16	1,078.84	69.60 %
201-92-00-100-53913	General Liability Insurance	48,738.00	48,738.00	0.00	31,959.28	16,778.72	34.43 %
201-92-00-100-53961	Bank Charges	4,400.00	4,400.00	0.00	1,585.57	2,814.43	63.96 %
201-92-00-100-53999	Miscellaneous Contractual	144,000.00	144,000.00	5,279.98	56,302.51	87,697.49	60.90 %
201-92-00-100-54500	Recreational Programming	51,800.00	51,800.00	2,136.08	18,870.29	32,929.71	63.57 %
201-92-00-100-55000	Vehicle Expense	9,800.00	9,800.00	0.00	5,744.08	4,055.92	41.39 %
201-92-00-100-57000	Capital Expenditures	92,000.00	92,000.00	0.00	46,400.39	45,599.61	49.56 %
201-92-00-753-57000	Capital Expenditures - LWCF	158,000.00	1,002,584.43	0.00	838,700.56	163,883.87	16.35 %
201-92-00-754-57000	Capital Expenditures - Omnibus (Su	1,985,000.00	2,008,427.54	0.00	2,373.50	2,006,054.04	99.88 %
201-92-00-755-57000	Capital Expenditures - Omnibus (Ke	980,000.00	986,382.74	0.00	6,382.74	980,000.00	99.35 %
	Expense Total:	**4,533,870.59**	**5,408,265.30**	**39,369.94**	**1,798,088.59**	**3,610,176.71**	**66.75%**
	Fund: 201 - PARKS & RECREATION Surplus (Deficit):	**-245,742.59**	**-1,120,137.30**	**-38,031.97**	**-301,911.24**	**818,226.06**	**73.05%**
	Report Surplus (Deficit):	**-245,742.59**	**-1,120,137.30**	**-38,031.97**	**-301,911.24**	**818,226.06**	**73.05%**

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 201 - PARKS & RECREATION						
Revenue	4,288,128.00	4,288,128.00	1,337.97	1,496,177.35	-2,791,950.65	65.11%
Expense	4,533,870.59	5,408,265.30	39,369.94	1,798,088.59	3,610,176.71	66.75%
Fund: 201 - PARKS & RECREATION Surplus (Deficit):	**-245,742.59**	**-1,120,137.30**	**-38,031.97**	**-301,911.24**	**818,226.06**	**73.05%**
Report Surplus (Deficit):	**-245,742.59**	**-1,120,137.30**	**-38,031.97**	**-301,911.24**	**818,226.06**	**73.05%**

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
201 - PARKS & RECREATION	-245,742.59	-1,120,137.30	-38,031.97	-301,911.24	818,226.06
Report Surplus (Deficit):	**-245,742.59**	**-1,120,137.30**	**-38,031.97**	**-301,911.24**	**818,226.06**

Fund Balance Report

City of Raytown, MO

As Of 08/14/2025

Fund		Beginning Balance	Total Revenues	Total Expenses	Ending Balance
201 - PARKS & RECREATION		1,071,542.73	1,496,177.35	1,798,088.59	769,631.49
	Report Total:	**1,071,542.73**	**1,496,177.35**	**1,798,088.59**	**769,631.49**

Raytown Main Street Association
August 2025
Robbie Tubbs

Jules will help set up the Poiema Project which is individual stories to help set up businesses.

Main Street will work to help bring in new business

The Main Street building will be paid off in December.

The members approved the cover sheet for the Main Street web page.

Raytown Parks & Recreation Department
Director's Report
August 18, 2025

BOA – We extended our mowing purchase order from $31,900 to our budgeted amount of $50,000 for the FY 25 year. We will also report on the FY 26 Parks budget August 19th at the Committee of the Whole.

Colman Park security - We are working with I-Tech services to add the capability to remotely shut off the power to the Colman #1 and #2 shelters. This will include several hundred dollars in hardware purchases and some time for the contractor to install. I have worked out a plan for the Police to execute a drive through on noise disturbance calls, and if they agree that it is too loud, then I will remotely shut off electricity to the outlets of shelter house involved.

53rd ST property LWCF – We received our final reimbursement on July 23rd, and hosted the ribbon cutting for opening the Terry Copeland Park on August 13th.

OMNIBUS - I have been contacted by HUD personnel that we have a new grant manager again for the fourth time. I believe that we are fully approved to start drawing down this $3,000,000 grant award and our personnel access has been finalized for Jonda and John Bales. GBA is working on bidding documents for the Terry Copeland phase II development now. The grant managers at HUD are open to different procurement avenues including cooperative purchase agreements or a competitive bidding process.

George Butler & Associates –We met with Anthony Malone and Jim Schuessler August 7th about our 53rd ST phase II and Kenagy Park projects regarding what we will need from the GBA engineers. We will have GBA post the RFP for the 53rd ST property. The Section 3 hiring practices are something I have not had to include in bidding documents, so I would like to see the verbiage GBA uses in their bid documents before we send the Kenagy side out.

Southwood Lagoon Park- We were contacted by the LWCF Grant managers to set up a site inspection on Wednesday July 23rd. After researching the grant documents from 1971, we have 60-65 acres of property between 85th ST and 87th ST. I have not been contacted yet about our compliance with the LWCF demands on the property.

Rice-Tremonti- The house demo of 8805 E 66th ST is planned for the FY 26 budget year. The Board of Zoning Adjustment meeting August 14th was cancelled on Wednesday over a variance for putting in a gravel parking lot in the location of the current rental home. I did contact the Rice-Tremonti board and the neighbors to speak in support of the variance application, but that will be rescheduled.

Raytown Festival of the Trails- We will host the festival at Rice-Tremonti September 13th 10:00AM-4:00PM

Sales Tax collection- The new ¼ cent sales tax will begin being collected on April 1st, 2026 for a term of seven years. I expect the first increase in pay-out will come in May.

Sales Tax Committee- The Sales Tax Committee and volunteers went door to door around our park neighbors on August 2nd. Thank you to everyone who helped us get 74% support from the voters!

Sales Tax Revenue- July Sales Tax was $30,984.31. August was not posted at the time of this report. For FY25 we have collected $278,164.53, and if that average continues we should end the year with $370,886.

July 2025
PARK MAINTENANCE REPORT

TREE CITY USA

Horticulture / Right of Way

Staff have been working on keeping our newest trees watered and growing in the heat. We have lost three trees during the heat in the last sixty days, two at the power of trees and one at Colman. Staff have been spraying extensively at Little Blue Trace and many other areas as practical. The islands and the welcome to Raytown sign areas are improving looking much better.

We are looking into having a contractor mulch the islands and the streetscape areas as we have in the past in preparation for the soccer games. This work will likely occur in early March of next year and will include a tackifier to seal the mulch together and help prevent weeds. The mulch project will definitely help out overall look while we have visitors.

Park Maintenance

We have been able to complete some changes to the ADA parking at the request of the city inspector and other things ahead of the opening of Terry Copeland Park. We have made some progress on repairing the components of the playground located at Colman Park. The repairs include some metal work and recoating of non-slip surface materials.

We have taken over the mowing at LBT for the remainder of the season.

We have listed the oldest Ford Ranger with GovDeals.com. We had a $2,000.00 reserve and we have surpassed the reserve. The bidding ends on August 19, 2025

Raytown Parks & Recreation

Park Board Recreation Report
Submitted by: Matt Hartmann
Sports & Special Events Supervisor
August 18th, 2025

Raytown Live

Continuing, 1 more show to go! The Package Band was good but a little difficult to work with so I don't know if we will be attempting to work with them again.

Future Planning

I have had conversations with 2 different organizations in the last few weeks and discussed the possibility of partnering to bring both itty bitty/peewee soccer as well as an adult pickleball league to Raytown. These would be done via revenue sharing partnerships with these orgs where they will run the program and we will handle the registration and provide the space. Both conversations were super productive, and I am very excited about both possibilities.

Festival of the Trails

Currently in planning phase. I have booked 2 food trucks (GoChew and Chick Fil A) to be out. Tent has been booked and deposit paid. It will be delivered on the 12th.

Youth Basketball League

Getting ready for basketball season. Starting to coordinate with schools and recruit coaches. Registration starts September 1st.

Agenda item 1

To directly contract with American Ramp Company through a Sourcewell cooperative purchasing agreement, for the replacement of the skate park equipment.

The HUD CPF grant allows cooperative purchase agreements to procure equipment and to meet governmental purchasing requirements.

The current proposal from ARC will need to be updated, prevailing wage added, and HUD Section 3 hiring practices added to the labor costs.

Budgeted costs within the HUD CPF grant application for the skate park equipment and installation are $205,000.


AMERICANRAMPCOMPANY.COM
AMERICAN RAMP COMPANY
7073, RAYTOWN, MO


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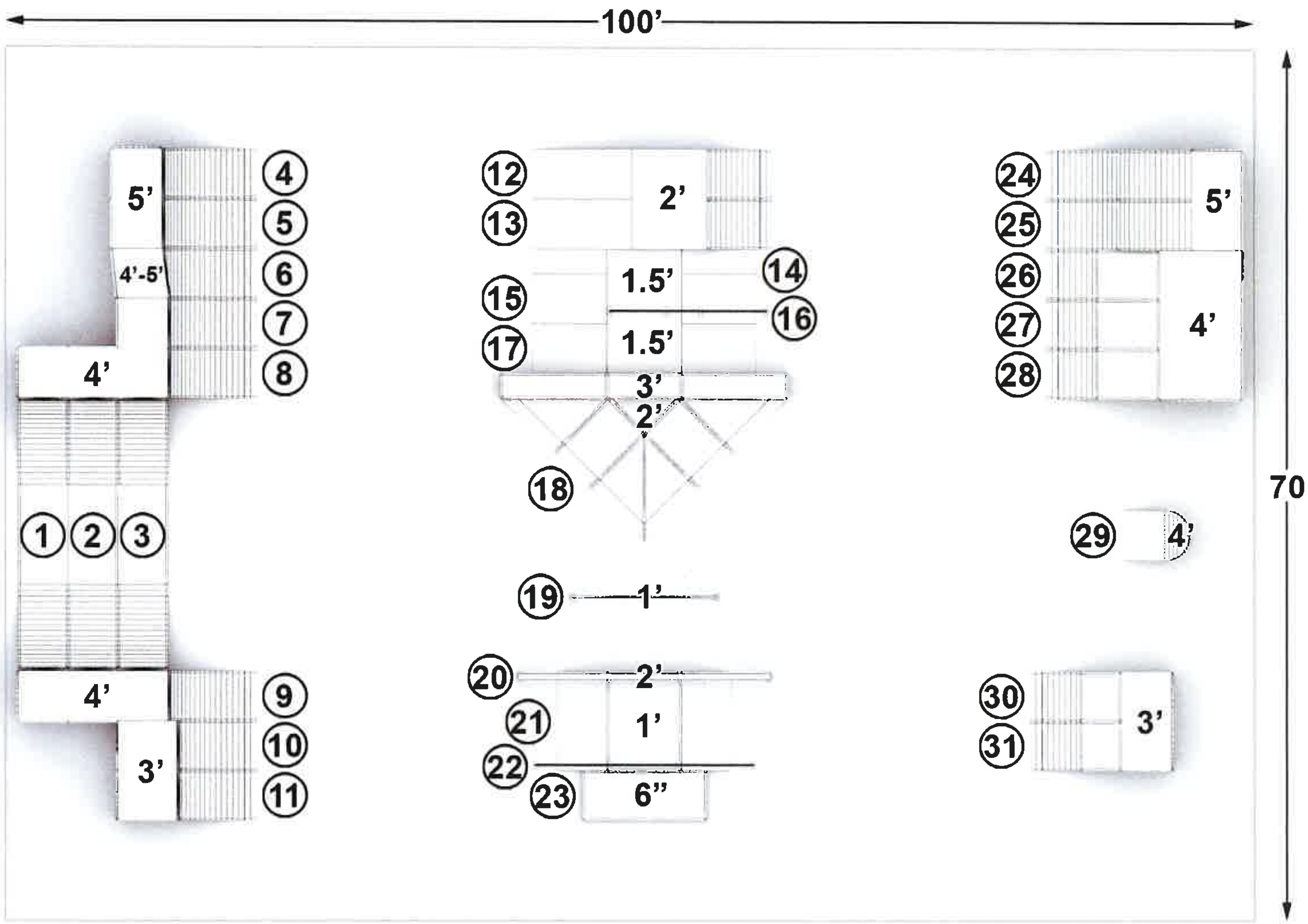

WWW.AMERICANRAMPCOMPANY.COM

601 McKinley
Joplin, MO 64801
Tel: (417) 206-6816
Toll Free: (800) 949-2024
Fax: (417) 206-6888
sales@americanrampcompany.com

DRAWN BY	Chuck Dodge
DATE	11/3/20
REP. AGENCY	
American Ramp Company	
REP. NAME	
Evan Moss	
REP. PHONE	
(800) 949-2024	

CUSTOMER APPROVAL	DATE
PARK ENCLOSED?	Yes
PRO SERIES	✓
X SERIES	-
STEALTH SERIES	-
STEALTH CLASSIC SERIES	-

PROJECT NAME	
Raytown Skate Park	
DESIGN NO.	7073

601 McKinley
Joplin, MO 64801
Toll-free 877-RAMP-778
Local 417-206-6816
Fax 417-206-6888
sales@americanrampcompany.com

WWW.AMERICANRAMPCOMPANY.COM

Quote #	Design #	FOB
Q24612	7073	Raytown, MO

Item	Obstacle	Height	Width	Length
1	Half Pipe	4.0'	4.0'	30.0'
2	Half Pipe	4.0'	4.0'	30.0'
3	Half Pipe	4.0'	4.0'	30.0'
4	Quarter Pipe	5.0'	4.0'	12.0'
5	Quarter Pipe	5.0'	4.0'	12.0'
6	Quarter Pipe Raked	4'-5'	4.0'	12.0'
7	Quarter Pipe	4.0'	4.0'	11.0'
8	Quarter Pipe	4.0'	4.0'	7.0'
9	Quarter Pipe	4.0'	4.0'	7.0'
10	Quarter Pipe	3.0'	4.0'	11.0'
11	Quarter Pipe	3.0'	4.0'	11.0'
12	Jump Box	2.0'	4.0'	19.0'
13	Jump Box	2.0'	4.0'	19.0'
14	Wedge, Flat, Wedge 2' Wide	1.5'	2.0'	18.0'
15	Wedge, Flat, Wedge	1.5'	4.0'	18.0'
16	Grind Rail, Kinked (Round)	1.5'	2"	13.0'
17	Wedge, Flat, Wedge	1.5'	4.0'	18.0'
18	Pyramid, Hipped w/3' Ledge	3.0'	13.5'	24.0'
19	Grind Rail (Round)	1.0'	2"	12.0'
20	Grind Ledge	2.0'	0.5'	20.0'
21	Wedge, Flat, Wedge	1.0'	8.0'	14.0'
22	Grind Rail, Kinked (Round)	1.0'	2"	18.0'
23	Grindbox	0.5'	4.0'	10.0'
24	Roll-In	5.0'	4.0'	16.0'
25	Roll-In	5.0'	4.0'	16.0'
26	Bank Ramp	4.0'	4.0'	16.0'
27	Bank Ramp	4.0'	4.0'	16.0'
28	Bank Ramp	4.0'	4.0'	16.0'
29	Snap! (Pro Ops)	4.0'	4.0'	5.7'
30	Bank Ramp	3.0'	4.0'	11.0'
31	Bank Ramp	3.0'	4.0'	11.0'

Subtotal	$127,187.54
Framework Enclosures	$12,718.75
Freight	FREE
Installation	$28,959.62
TOTAL	**$168,865.92**
Estimated Monthly Payment, 5 Year Term	$3,394.21

Notes:

- Prevailing wage is included in the installation.
- Estimated Monthly Payment is based on a Tax-Exempt Municipal Lease. Final rates are subject to credit review and/or market changes in the index rate. For more options/information please contact our Finance Partner: Katie Vangsness with NCL at 320-763-7600 or kvangsness@lscfinancial.com
- If your project is subject to bonding requirements or sales tax, call for revised quote.

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