

**AGENDA**  
**RAYTOWN PARKS & RECREATION BOARD**  
**Monday, December 15, 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** –November 17<sup>th</sup>, 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. Rice-Tremonti Historical Architect
2. Kenagy Park redevelopment re-bid due December 17<sup>th</sup>
3. Building & Grounds meeting, Kritser Park west playground

**VII. Other Business**

**VIII. Announcements**

**IX. Adjourn**

- Next regular Meeting: January 12th, 7 PM at Raytown Parks office.

**Fund: 201 - PARKS & RECREATION****Revenue**

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance (Unfavorable)	Variance Percent
<u>201-00-00-100-41205</u>	Parks/Storm Water Capital Sales Ta	505,600.00	505,600.00	0.00	30,289.98	-475,310.02	94.01 %
<u>201-00-00-100-46102</u>	Investment Income	10,200.00	10,200.00	0.00	0.00	-10,200.00	100.00 %
<u>201-00-00-100-46401</u>	Miscellaneous Revenue	1,000.00	1,000.00	0.00	0.00	-1,000.00	100.00 %
<u>201-92-00-000-42122</u>	Credit Card Processing Fee	1,000.00	1,000.00	2.44	3.26	-996.74	99.67 %
<u>201-92-00-100-41101</u>	Real Estate Tax	569,102.00	569,102.00	0.00	1,090.86	-568,011.14	99.81 %
<u>201-93-00-100-41102</u>	Personal Property Tax	94,089.00	94,089.00	0.00	649.32	-93,439.68	99.31 %
<u>201-92-00-100-41104</u>	Delinquent Real Estate Taxes	12,000.00	12,000.00	0.00	396.54	-11,603.46	96.70 %
<u>201-92-00-100-41105</u>	Penalties	9,500.00	9,500.00	0.00	371.83	-9,128.17	96.09 %
<u>201-92-00-100-41107</u>	Railroad & Utilities Tax	18,500.00	18,500.00	0.00	0.00	-18,500.00	100.00 %
<u>201-92-00-100-41108</u>	Replacement Tax	30,000.00	30,000.00	0.00	0.00	-30,000.00	100.00 %
<u>201-92-00-100-41110</u>	Circuit Breaker Refund	-1,000.00	-1,000.00	0.00	0.00	1,000.00	0.00 %
<u>201-92-00-100-41111</u>	Delinquent Property Tax Revenue	9,000.00	9,000.00	0.00	552.70	-8,447.30	93.86 %
<u>201-92-00-100-43101</u>	TRIM Grant	20,000.00	20,000.00	0.00	0.00	-20,000.00	100.00 %
<u>201-92-00-100-46101</u>	Interest Earnings	18,000.00	18,000.00	0.00	0.00	-18,000.00	100.00 %
<u>201-92-00-100-46303</u>	Gain on sale of Fixed Asset	0.00	0.00	0.00	1,700.00	1,700.00	0.00 %
<u>201-92-00-100-47101</u>	Ballfield Lights Fees	1,200.00	1,200.00	0.00	0.00	-1,200.00	100.00 %
<u>201-92-00-100-47105</u>	Shelter House Rental Fees	25,000.00	25,000.00	0.00	0.00	-25,000.00	100.00 %
<u>201-92-00-100-47110</u>	Sports Field Rental Fees	7,000.00	7,000.00	0.00	-100.00	-7,100.00	101.43 %
<u>201-92-00-100-47116</u>	Vending Machine-Kenagy	400.00	400.00	0.00	31.00	-369.00	92.25 %
<u>201-92-00-100-47204</u>	Team Sports League	18,000.00	18,000.00	2,240.00	2,240.00	-15,760.00	87.56 %
<u>201-92-00-100-47220</u>	Donations	11,000.00	11,000.00	0.00	810.00	-10,190.00	92.64 %
<u>201-92-00-100-47425</u>	Other Income	1,000.00	1,000.00	0.00	122.25	-877.75	87.78 %
<u>201-92-00-725-43000</u>	State Grants - TRIM	19,000.00	19,000.00	0.00	0.00	-19,000.00	100.00 %
<u>201-92-00-754-43101</u>	Federal Grant - Omnibus (SuperSpl	1,800,000.00	1,800,000.00	0.00	0.00	-1,800,000.00	100.00 %
<u>201-92-00-755-43101</u>	Federal Grant - Omnibus (Kenagy)	500,000.00	500,000.00	0.00	0.00	-500,000.00	100.00 %
	<b>Revenue Total:</b>	<b>3,679,591.00</b>	<b>3,679,591.00</b>	<b>2,242.44</b>	<b>38,157.74</b>	<b>-3,641,433.26</b>	<b>98.96%</b>

**Expense**

<u>201-00-00-100-59950</u>	Operating Transfer - TIF EAT's	35,000.00	35,000.00	0.00	2,906.20	32,093.80	91.70 %
<u>201-92-00-100-51102</u>	Civilian Employees	491,160.80	491,160.80	0.00	0.00	491,160.80	100.00 %
<u>201-92-00-100-51106</u>	Part Time Employees	27,490.00	27,490.00	0.00	0.00	27,490.00	100.00 %
<u>201-92-00-100-51111</u>	Civilian Employees Overtime	9,840.93	9,840.93	0.00	0.00	9,840.93	100.00 %
<u>201-92-00-100-51206</u>	Life Ins	1,300.00	1,300.00	0.00	0.00	1,300.00	100.00 %
<u>201-92-00-100-51212</u>	Deferred Compensation - 401 A	4,093.62	4,093.62	0.00	0.00	4,093.62	100.00 %
<u>201-92-00-100-51214</u>	Civilian Pension - LAGERS	83,795.85	83,795.85	0.00	0.00	83,795.85	100.00 %
<u>201-92-00-100-51215</u>	Health Insurance	61,509.60	61,509.60	0.00	0.00	61,509.60	100.00 %
<u>201-92-00-100-51218</u>	Med Exp - HSA contribution	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00 %
<u>201-92-00-100-51220</u>	Dental	3,785.76	3,785.76	0.00	0.00	3,785.76	100.00 %
<u>201-92-00-100-51221</u>	Vision	314.40	314.40	0.00	0.00	314.40	100.00 %
<u>201-92-00-100-51225</u>	FICA	40,218.41	40,218.41	0.00	0.00	40,218.41	100.00 %
<u>201-92-00-100-51231</u>	Auto Allowance	3,720.00	3,720.00	0.00	0.00	3,720.00	100.00 %
<u>201-92-00-100-51238</u>	Phone Allowance	3,360.00	3,360.00	0.00	0.00	3,360.00	100.00 %
<u>201-92-00-100-51240</u>	Workers Compensation Insurance	35,460.00	35,460.00	0.00	0.00	35,460.00	100.00 %
<u>201-92-00-100-52101</u>	Office Supplies	900.00	900.00	0.35	0.35	899.65	99.96 %
<u>201-92-00-100-52122</u>	Credit Card Processing Charge	3,900.00	3,900.00	0.00	0.00	3,900.00	100.00 %
<u>201-92-00-100-52200</u>	Operating Supplies	3,800.00	3,800.00	150.03	150.03	3,649.97	96.05 %
<u>201-92-00-100-52233</u>	Uniforms	3,700.00	3,700.00	25.00	25.00	3,675.00	99.32 %
<u>201-92-00-100-52250</u>	Professional Services	1,500.00	1,500.00	46.75	46.75	1,453.25	96.88 %
<u>201-92-00-100-52300</u>	Repair & Maintenance Supplies	93,500.00	93,500.00	4,538.25	4,538.25	88,961.75	95.15 %
<u>201-92-00-100-52301</u>	Fuel	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
<u>201-92-00-100-53101</u>	Postage	550.00	550.00	0.00	0.00	550.00	100.00 %

**Budget Report**

For Fiscal: 2025-2026 Period Ending: 12/31/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>201-92-00-100-53241</u>	Printing & Promotions	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
<u>201-92-00-100-53301</u>	Dues & Memberships	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
<u>201-92-00-100-53401</u>	Electricity	39,000.00	39,000.00	0.00	0.00	39,000.00	100.00 %
<u>201-92-00-100-53411</u>	Gas	4,400.00	4,400.00	0.00	0.00	4,400.00	100.00 %
<u>201-92-00-100-53421</u>	Water	9,900.00	9,900.00	152.83	152.83	9,747.17	98.46 %
<u>201-92-00-100-53431</u>	Telephone	7,000.00	7,000.00	0.00	433.04	6,566.96	93.81 %
<u>201-92-00-100-53500</u>	Equipment Expense	1,700.00	1,700.00	33.15	33.15	1,666.85	98.05 %
<u>201-92-00-100-53600</u>	Repair & Maintenance Services	1,700.00	1,700.00	0.00	0.00	1,700.00	100.00 %
<u>201-92-00-100-53644</u>	Computer Services	15,000.00	15,000.00	228.65	228.65	14,771.35	98.48 %
<u>201-92-00-100-53701</u>	Education and Training	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
<u>201-92-00-100-53711</u>	Meals & Travel	1,700.00	1,700.00	0.00	0.00	1,700.00	100.00 %
<u>201-92-00-100-53913</u>	General Liability Insurance	33,600.00	33,600.00	0.00	0.00	33,600.00	100.00 %
<u>201-92-00-100-53961</u>	Bank Charges	4,500.00	4,500.00	0.00	0.00	4,500.00	100.00 %
<u>201-92-00-100-53999</u>	Miscellaneous Contractual	158,300.00	158,300.00	869.03	869.03	157,430.97	99.45 %
<u>201-92-00-100-54500</u>	Recreational Programming	51,800.00	51,800.00	0.00	0.00	51,800.00	100.00 %
<u>201-92-00-100-55000</u>	Vehicle Expense	9,800.00	9,800.00	0.00	0.00	9,800.00	100.00 %
<u>201-92-00-100-57000</u>	Capital Expenditures	149,000.00	149,000.00	0.00	0.00	149,000.00	100.00 %
<u>201-92-00-754-57000</u>	Capital Expenditures - Omnibus (Su)	1,800,000.00	1,800,000.00	0.00	0.00	1,800,000.00	100.00 %
<u>201-92-00-755-57000</u>	Capital Expenditures - Omnibus (Ke)	500,000.00	500,000.00	0.00	0.00	500,000.00	100.00 %
<b>Expense Total:</b>		<b>3,725,299.37</b>	<b>3,725,299.37</b>	<b>6,044.04</b>	<b>9,383.28</b>	<b>3,715,916.09</b>	<b>99.75%</b>
<b>Fund: 201 - PARKS &amp; RECREATION Surplus (Deficit):</b>		<b>-45,708.37</b>	<b>-45,708.37</b>	<b>-3,801.60</b>	<b>28,774.46</b>	<b>74,482.83</b>	<b>162.95%</b>
<b>Report Surplus (Deficit):</b>		<b>-45,708.37</b>	<b>-45,708.37</b>	<b>-3,801.60</b>	<b>28,774.46</b>	<b>74,482.83</b>	<b>162.95%</b>

**Budget Report**

For Fiscal: 2025-2026 Period Ending: 12/31/2025

**Group Summary**

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 201 - PARKS &amp; RECREATION</b>						
Revenue	3,679,591.00	3,679,591.00	2,242.44	38,157.74	-3,641,433.26	98.96%
Expense	3,725,299.37	3,725,299.37	6,044.04	9,383.28	3,715,916.09	99.75%
<b>Fund: 201 - PARKS &amp; RECREATION Surplus (Deficit):</b>						
	<b>-45,708.37</b>	<b>-45,708.37</b>	<b>-3,801.60</b>	<b>28,774.46</b>	<b>74,482.83</b>	<b>162.95%</b>
<b>Report Surplus (Deficit):</b>						
	<b>-45,708.37</b>	<b>-45,708.37</b>	<b>-3,801.60</b>	<b>28,774.46</b>	<b>74,482.83</b>	<b>162.95%</b>

**Budget Report**

For Fiscal: 2025-2026 Period Ending: 12/31/2025

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
201 - PARKS & RECREATION	-45,708.37	-45,708.37	-3,801.60	28,774.46	74,482.83
<b>Report Surplus (Deficit):</b>	<b>-45,708.37</b>	<b>-45,708.37</b>	<b>-3,801.60</b>	<b>28,774.46</b>	<b>74,482.83</b>



City of Raytown, MO

## Fund Balance Report

As Of 12/11/2025

Fund	Beginning Balance	Total Revenues	Total Expenses	Ending Balance
201 - PARKS & RECREATION	739,038.74	38,157.74	9,383.28	767,813.20
Report Total:	<b>739,038.74</b>	<b>38,157.74</b>	<b>9,383.28</b>	<b>767,813.20</b>

**Raytown Main Street Association**  
**December 2025**  
**Robbie Tubbs**

The RMSA highlighted businesses during the small business Saturday.

RMSA will start working on the Picadilly Black and White event.

Holiday with a Heart will start sorting all the presents for the families.

The Sierra group gave the RMSA a grand for a butterfly bush.

**Raytown Parks & Recreation Department**  
**Director's Report**  
**December 15, 2025**

**BOA** – We will be on the agenda for the January 6th BOA meeting to get our Kenagy Redevelopment project and bids approved.

**KCMPRDA** – I attended the last KC Metro Parks & Rec Directors meeting in November where the discussion was mainly trail usage and styles of E-bikes and mobility devices. A subsection of the group met on Dec 10<sup>th</sup> to discuss the FIFA World Cup event and what each department is doing for preparation. This was a helpful meeting, and the subgroup will meet again at the end of January.

**OMNIBUS** – We have submitted the contract but cannot send the funds until we get a payment for our GBA invoices and confirm that the money is flowing from HUD. That has pushed our construction back into February 2026.

**George Butler & Associates** – The first Kenagy Redevelopment bid came in October 15<sup>th</sup> with only one bidder. Our GBA engineers and city administration suggested it will be best to rebid the Kenagy redevelopment portion of the project. We have had more interest in the project on the second bid after it was released. We did extend the timeline for the Kenagy project as the restroom to be installed as spec'd was 200+ days of lead time before it was to be available for delivery. Terry Copeland bidding documents will go out after the Kenagy bids are in. We still have some specifications and details to work out on the Terry Copeland project.

**City of Raytown Holiday appreciation** – On December 11<sup>th</sup> from 6:00-7:30PM there will be an appreciation reception for all of the volunteer boards working with the city, hosted at City Hall. The Park board is invited to attend.

**Kritser Park Playground** – The Park Board will need to plan with staff how to move forward on the Kritser Park playground demo and new installation. We can go through a full bid, or cooperative purchase through local contractors after reviewing options within our \$90,000 budget. There are also other options to consider such as turf playground surface, pour in play surface, and age specifications of the equipment. Staff recommend a Building & Grounds meeting to narrow down the options for the full Park Board review and vote.

**Rice-Tremonti** – The addition of a parking lot located near the demolished rental house is still up in the air. We have found a geo-textile product that should work for the ADA compliance, but if it does not get support from the city codes process, then I would suggest that we do not move forward with that part of the project. I have filled out a new application for the driveway and parking area at 8805 E 66<sup>th</sup> ST. Hopefully with new staff in Public Works we will have a smoother run at it this time.

**Staffing/Basketball** – Matt Hartman has put in his two weeks' notice and his last day was December 4<sup>th</sup>. We started games at Blue Ridge Elementary on December 6<sup>th</sup>. There was a major issue for the first game as there was no school staff on site. We had to make several calls and did get to start with the second scheduled game and completed the day. I have hired a score keeper/sight manager to be the on site person until the new Sports and Events person is hired.

**Sales Tax Revenue** – November sales tax was \$30,289.98.



## December 2025 PARK MAINTENANCE REPORT



### Horticulture / Right of Way

The native planting at Terry Copeland Park is complete and there is a sign marking the area. We have completed the annual tulip bulb planting and that part is set for spring. We have begun part of the TRIM grant work by topping the trees at the 63<sup>rd</sup> street gateway, leaving a stalk to use for pulling the remainder of the tree. We hope to complete the removal portion of the work in the next few weeks so we can plant new trees in April. Our new landscape tech started and is doing well so far.

### Park Maintenance

We are replacing the time clock for Kenagy tennis courts and working on electrical maintenance throughout the parks. Our contractor has completed the backflow replacement at Little Blue Trace; there will be some grass restoration that we will be doing as part of this project. Leaf mowing is ongoing as weather permits. We provided snow removal for City facilities without any issues.

We did additional work on the Christmas lights ahead of the lighting ceremony that happened December 6<sup>th</sup>. We will be sending folks to Saint Joseph MO. For a MPRA function in mid-January

## **Agenda item 1**

I have discussed options for helping the Rice-Tremonti Home to procure solid contractors and to give them a master plan, or path forward on their maintenance plans. The City Administrator has taken an interest in the historical home and is seeking out ways to support the group and ensure that the home is receiving the highest quality of historical renovation.

## Dave Turner

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**From:** Dana Gould <dgould@sfsearch.com>  
**Sent:** Tuesday, November 25, 2025 12:20 PM  
**To:** Dave Turner  
**Subject:** Rice-Tremonti Home - master plan cost range

Dave,

We would anticipate a master plan as described below for the home, cabin, and site to range in cost between \$35,000 and \$50,000. Below is our understanding of the project and proposed work plan, that encompasses that range. A few things to consider as you review the below:

- We've assumed the scope to include the house, cabin and site
- We've included a construction partner for cost estimating in lieu of a 3<sup>rd</sup> party estimator to keep costs down
- We've excluded environmental Phase I work and a cultural landscape consultant, which you might consider adding

### Project Understanding:

The Raytown Parks and Recreation department desires a masterplan be prepared for the Rice-Tremonti Home in Raytown, Missouri, to provide a phased restoration plan for the historic property. The Rice-Tremonti home was constructed in 1844 in the Gothic Revival style and is the oldest home in Jackson County. It is listed on the National Register of Historic Places, and therefore, all proposed treatments to the property shall meet the Secretary of the Interior's Standards for Restoration. The site is operated by the Friends of the Rice-Tremonti Home Association, a 501c3 nonprofit organization.

### Scope of Work:

The masterplan will consist of a facility condition assessment which will include a survey of the existing condition of the home, the log cabin, and site, with recommendations and associated probable costs.

The assessment will include ADA/code compliance review; site, structural, architectural, HVAC, electrical, plumbing and fire protection survey, assessment, and recommendations. Recommendations will be prioritized so the city can plan for phased restoration projects. Opinions of probable costs will be provided for each phase. The SFS Team would work with the city to determine each phase and budget.

### Recommended team includes the following:

- Historic architect
- ADA and Code consultant
- Civil engineer
- Structural engineer
- Mechanical, Electrical, Plumbing and Fire Protection engineer
- Construction partner for cost estimating

### Work Plan:

- Kickoff meeting
- Data collection (review historic drawings, photos, past reports/studies, operational costs)
- Survey
- Development of priorities and recommendations
- Review meeting w/ city to review observations, recommendations, and phasing

- Cost estimating
- Report preparation

Please don't hesitate to reach out if you have any questions. Thanks, again, for the opportunity!

Best, Dana



**Dana Gould** AIA, LEED AP

**principal**

d 816.541.2646

e [dgould@sfsarch.com](mailto:dgould@sfsarch.com)

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This organization is an **Autism Friendly Business**.

## **Agenda item 2**

Schedule an online Zoom meeting to approve the bids for the Kenagy Park Redevelopment project in time for the January 6<sup>th</sup> Board of Alderman meeting agenda.

## **Agenda item 3**

Schedule a Buildings & Grounds meeting to discuss option for procurement of the new playground at Kritser Park on the west side of the property. Budget is \$90,000 and options include:

- Full public bid process
- Cooperative Purchase directly from the manufacturer
- Pour in place surfacing on the playground
- Synthetic turf surface on the playground
- Age range target for the new playground structure
- Possibility to remove climbing wall on the east playground of Kritser Park.

B&G Committee:

Dave Turman, Brian Morris, Jules Sneddon, Rhonda Herring,