



AGENDA

Raymore Park Board Regular Meeting
City Hall – 100 Municipal Circle
Tuesday, April 28, 2026
6:00 PM

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Personal Appearances**
 - A. Eagle Scout Project - Isla Schultz
- 5. Consent Agenda**
 - A. Approval of Minutes from the February 24, 2026 Meeting
- 6. Staff Report**
 - A. Recreation Report
 - B. Parks Report
 - C. Director Report
- 7. Unfinished Business**
- 8. New Business**
 - A. Schedule of Fees - FY27
 - B. Sportsmanship Coaching Program
 - C. Park Board By-Laws - Amendment
 - D. Award of Contract - Outdoor Video Display Signs
 - E. Award of Contract - Good Parkway South Trail Design
- 9. Public Comment**
- 10. Board Member Comment**
- 11. Adjournment**

MISCELLANEOUS

Miscellaneous

Any person requiring special accommodation (i.e., qualified interpreter, large print, hearing assistance) in order to attend this meeting, please notify this office at (816) 331-3324 no later than forty eight (48) hours prior to the scheduled commencement of the meeting.

Hearing aids are available for this meeting for the hearing impaired. Inquire with the City Clerk, who sits immediately left of the podium as one faces the dais.

THE RAYMORE PARKS AND RECREATION BOARD MET IN REGULAR SESSION ON TUESDAY, FEBRUARY 24, 2026, IN COUNCIL CHAMBERS AT 100 MUNICIPAL CIRCLE, RAYMORE, MISSOURI.

MEMBERS PRESENT: Chairman Kies; Members Collier, Cooper, Mapes and Wilson. Members Harrison and Scott are absent.

STAFF PRESENT: Director Musteen, Recreation and Facility Superintendent Brennon, and Office Assistant Naab.

1. Call to Order: Chairman Kies called the meeting to order at 6:00 pm.

2. Roll Call

3. Pledge of Allegiance

4. Personal Appearances

5. Consent Agenda

The items on the Consent Agenda are approved by a single action of the Park Board. If any Board Member would like to have an item removed from the Consent Agenda and considered separately, he/she may so request.

Park Board Minutes

January 27, 2026

Motion: Member Wilson motions to approve the minutes of the January 27, 2026 Park Board Meeting.
Member Cooper seconds the motion.

Discussion: None

Vote:	5 Aye	Member Collier	Aye
	0 Nay	Member Cooper	Aye
	2 Absent	Member Harrison	Absent
		Member Kies	Aye
		Member Mapes	Aye
		Member Scott	Absent
		Member Wilson	Aye

6. Staff Report

Recreation and Facility Superintendent Brennon highlighted his written report.
Director Musteen highlighted his written report.

7. Unfinished Business

8. New Business

A. Award of Contract - T.B. Hanna Station, Tree Maintenance and Removal Action Item

The FY26 Capital Improvement Plan includes a list of projects to prepare the park for expansion at T.B. Hanna Station Tree maintenance in the park and expansion area is on the list of projects. The general scope of work includes tree trimming, tree removal and stump grinding services for pre- identified trees.

Five complete proposals were received. Arbor Masters was the lowest, most responsive bid

at \$24,800.

Motion: Member Wilson motions to approve the contract to Arbor Masters in the Amount \$24,800 for tree maintenance removal at Hanna Park station are. Member Wilson seconds the motion.

Discussion: None

Vote:	5 Aye	Member Collier	Aye
	0 Nay	Member Cooper	Aye
	2 Absent	Member Harrison	Absent
		Member Kies	Aye
		Member Mapes	Aye
		Member Scott	Absent
		Member Wilson	Aye

9. Public Comment

10. Board Member Comment

Member Mapes comments he is excited for the work at the park to be finished. Member Wilson reminds the public to get their children signed up for spring sports. Chairman Kies offered thanks to Nick Cook for a well run basketball season.

11. Adjournment

Motion: Member Wilson motions to adjourn. Member Mapes seconds the motion.

Discussion: None

Vote:	5 Aye	Member Collier	Aye
	0 Nay	Member Cooper	Aye
	2 Absent	Member Harrison	Absent
		Member Kies	Aye
		Member Mapes	Aye
		Member Scott	Absent
		Member Wilson	Aye

The regular meeting of the Raymore Parks and Recreation Board adjourned at 6:15 pm.

Respectfully submitted,

Greta Naab
Parks & Recreation Office Assistant

STAFF REPORT

To: Park Board
From: Todd Brennon, CPRP
Recreation & Facilities Superintendent
Date: April 28, 2026
Subject: Recreation & Facilities Report

Administrative Operations

- Staff booked rentals and scheduled part time staff for Centerview, both internal and paid.
- Staff gave Centerview tours and rental quotes to interested parties.

Meetings/Trainings Attended

- Office Assistant **Greta Naab**

- Athletic Coordinator **Nick Cook**
 - Met with Texas Roadhouse to discuss partnerships / sponsorships on April 20.
 - Coach Meeting on Tuesday April 21 for baseball, softball, and t-ball leagues.
 - Attending a scheduling meeting for the upcoming baseball, softball and tee ball season on April 30.

- Recreation Coordinator **Cecilia Walther**
 - Attended Cass County Health department meeting regarding Farmers Market on April 15.
 - Attended the Raymore Chamber of Commerce events committee meeting.
 - Attended region 1 Lunch and Learn in Liberty, MO on April 23.

- Recreation & Facilities Superintendent **Todd Brennon**
 - Attended the Kansas City Regional Special Event Planning Forum on April 1.
 - Met with Civic Rec representative over zoom on April 14 to discuss registration software.
 - Attended Region 1 Lunch and Learn in Liberty, MO on April 23.

Recreation Programs

- 50 plus programs running: Bunco, Bridge Club
- Yoga class
- Zumba class
- Painting class (4/10); 5 enrolled
- Succulent Class (2/26); 2 enrolled
- Summer Camp; parent meeting (5/7& 5/18)
- Farmers Market-June 9-September 29- 25 applicants

Rentals/Events/Concessions

- Rentals/Usage

Ball Fields

Centerview

- 2 Bridal Showers
- 1 Celebration of Life
- 4 Disability Interviews
- Belton/Raymore Chamber of Commerce Luncheon
- 1 Baby Shower
- 1 HOA Meeting
- Square Dance
- Volleyball Awards Banquet
- Garden Club Meeting
- Homeschool End of Year Testing

City Internal Usage

- Powers of Perspective Art Show
- Spring Soccer/Flag Football Pictures
- Blood Drive

Program Usage

- Bunco
- Bridge
- Succulent Class - 2
- Paint Class-8

RAC

Paid Rental

- Volleyball Rentals
- 2 Birthday Parties
- Church rental
- RayPec Foundation Fundraiser

Program Use

- Adult Open Play Volleyball
- Yoga
- Zumba
- Volleyball practices

Special Events

- Easter Festival

Upcoming

- Movie in the BARK (5/1)- showing Oliver & Company
- Party in the Park (6/9)- Caitlin Rushing

Concessions

Concession stands are open and operational at the Raymore Activity Center and soccer fields.

Sports (Youth)

- Spring
 - All spring sports are playing games with a scheduled end date of 5/16
- Summer
 - Summer baseball, softball, t-ball practices will begin 4/27 & games will begin 5/18
 - We ended the registration period with a total of 598 participants. The most since 2017.

Sports (Tiny)

- Spring
 - All tiny soccer sessions have begun with an end date scheduled for 5/9
- Summer
 - All tiny t-ball sessions are at capacity for registrations. The program will begin in June
 - We will be offering a tiny dance program beginning in July.
 - Registrations will open May 1

Sports (Adult)

- Summer
 - Adult softball league offerings are open and available to the public for registrations
 - Monday Night Church League
 - Friday Night Co-ed League
 - Sunday Night Men's League
 - Registrations will close on May 31

STAFF REPORT

To: Park Board
From: Steve Rulo
Parks Superintendent
Date: April 28, 2026
Subject: Parks and Maintenance Report

Park Operations

- Started mowing routine
- Parks crew have positioned poles for walking bridges on the Disc Golf Course, waiting for dry weather to install.
- Parks Crew have picked up branches after all the storms in the parks.
- The Tree removal at TB Hanna started and is going smooth.
- The sports game fields are up and running and being maintained.
- Parks Crew removed the shrubs in front City Hall for the new landscaping project.
- The Park Crew removed a couple Bradford Pears and shrubs on the south end of Memorial Park.
- The Parks will be installing 2 new concrete pads in the parks. One will be for a memorial bench and the other will be for a new art sculpture.
- The Parks Crew prepped and worked the Easter Event.
- The Parks Superintendent has been meeting every 2 weeks on the Ten Days of Fun to make sure all departments are communicating.
- Three Snow Crab Apple trees were planted at Centerview, these will be our Arbor Day Trees.
- The new shaded picnic table arrived and will be installed at the Pickleball Courts soon.
- Ordered a new motor for the fountain at Hawk Ridge park. Hopefully this will be installed soon.
- Met with Isla Schultz of Troop 7032, about re-furbishing the tennis backboard at Recreation Park for her Eagle Scout project.

MONTHLY REPORT

April 2026

Monthly Highlights

The Parade of Hearts “Blooming Afternoon,” pictured to the right, is on display at T.B. Hanna Station

Looking for a summer job? Work outside with Raymore Parks & Recreation! Pay is \$17.91 an hour. Must be at least 18 years old with a valid drivers license. Job duties include lawn and landscaping and small maintenance repairs. Apply for our seasonal positions at www.raymore.com/jobs



- Parks & Recreation staff prepared Recreation Parks for the annual Easter Festival on Saturday, April 4.
- Park maintenance cut out boxwood shrubs from City Hall and at the south end of Memorial Park.
- Recreation Superintendent Todd Brennon, Recreation Coordinator Cecilia Walther and Athletic Coordinator Nick Cook visited Rendezvous, a rock climbing location based in Leawood, KS, on-site for future partnership opportunities.
- Recreation Superintendent Todd Brennon and Recreation Coordinator Cecilia Walther interviewed a candidate for the Assistant Camp Coordinator position.
- Recreation Superintendent Todd Brennon attended the KC Regional Special Event Planning Forum on Wednesday in Lenexa, KS.
- Recreation Coordinator Cecilia Walther interviewed candidates for open camp counselor positions.
- Park maintenance removed graffiti that was spray painted on the skate park at Recreation Park.
- Park maintenance began mowing routine and trimmed tree limbs at Centerview.
- Athletic Coordinator Nick Cook assisted Cintas employees as they installed AED cabinets at Recreation Park and the Raymore Activity Center.
- Recreation Park will hosted 24 soccer games and 16 flag football games and a total of 11 volleyball games will be played at the Raymore Activity Center on April 11.
- Recreation Coordinator Cecilia Walther began filling out forms for the Brick Drive. Bricks will be unveiled at the Bricks & Block Party on June 25 at T.B. Hanna Station.
- Recreation Staff attended the Coffee N’ Conversation on Friday, April 10, held at the Raymore Activity Center.

- Recreation Superintendent Todd Brennon, Recreation Coordinator Cecilia Walther and Athletic Coordinator Nick Cook held a part time staff meeting on Thursday, April 16.
- Athletic Coordinator Nick Cook created rosters for the upcoming baseball, softball and t-ball season with coach meetings to be held next week.
- Raymore Parks and Recreation will host 16 soccer games and 12 flag football games at Recreation Park this Saturday and the Raymore Activity Center will host 8 volleyball games on April 18.
- Recreation Coordinator Cecilia Walther held interviews for open summer camp counselor positions.
- Recreation Coordinator Cecilia Walther attended the Cass County Health Department meeting for the Raymore Farmers Market.
- Recreation Coordinator Cecilia Walther attended the Raymore Chamber of Commerce events committee meeting.
- Park Superintendent Steve Rulo met with the Lead Center to discuss opportunities on partnering on a bike trail project.
- Park maintenance cleaned up the south entrance to Memorial Park.
- Park maintenance prepared Centerview for tree planting.
- Recreation Superintendent Todd Brennon met with Civic Rec representatives to discuss a software proposal.



Bark in the Park Movie Night

Dogs must be leashed and vaccinated.
Treats for the doggos are provided!

Friday, May 1
6-9 p.m. at Hawk Ridge
Park Amphitheater
Popcorn & dog treats provided!



We had an egg-cellent time at our Easter Festival this year! 🥚🌸

Families enjoyed a fun-filled morning of games, inflatables, and of course, the mad dash for eggs.

A huge THANK YOU to everyone who came out to celebrate with us. Special thank you to [Hosted with Hannah](#) for the beautiful Easter Bunny backdrop and to [Yard Props - Celebration Yard Signs Kansas City](#) for the festive welcome sign!

We're also incredibly grateful for our amazing staff, volunteers, and vendors who helped bring this event to life. Shout out to the Boy Scout Troop 32, South Metro Fire Protection District, Mazuma Credit Union, Ray-Pec Academy & Foxwood Springs. It truly takes a community, and we have the best one around!



Raymore Summer Camp

Lock in your registration for a fun-filled summer with weekly themed games, field trips and activities with Raymore Summer Camp 2026!

There will be a parent informational meeting on Thursday, May 7 and on Monday, May 18 both at 6:30 p.m. at Centerview, 227 Municipal Dr. Parents are highly encouraged to attend one meeting. By attending one meeting, you are eligible for a \$20 credit toward camp.

- Dates: 6/1- 8/7 (no camp on 7/3, and 8/4)
- Time: 7 a.m.-6 p.m.
- Fee: \$45 (one-time)*
- Weekly Participation Fee: \$130- \$155 (field trip destinations will determine cost per week)
- Ages: 5-11



*Registration forms are required at the time of registration. [Click here to complete the form.](#)

Weekly Themes

- Week 1 : Superhero
- Week 2 : Animal Kingdom
- Week 3 : Mad Scientist
- Week 4 : World Cup
- Week 5 : Party in the USA
- Week 6 : Adventureland
- Week 7 : Sports Mania
- Week 8 : Entrepreneur Week
- Week 9 : Arts- Scribble, Sketch, Splatter
- Week 10 : Summer Camp Rewind



Veterans Honor Brick

Free Honor Bricks for Veterans through April 30!

This April, Raymore Parks & Recreation is offering free Honor Bricks for veterans to be revealed at the Bricks & Block Party on June 25 as part of Raymore's celebration of America's 250th birthday.

To get an Honor Brick, complete our online form by April 30 and we'll do the rest! Information submitted through our forms will also be used for our Honor Wall displayed at the Veterans Day Salute Event on Nov. 11.

		Spring Sports Registration								
	2020**	2021	2022	2023	2024	2025	2026			
Baseball/Softball	395	471	540	480	503	515	588			
Volleyball	0	126	169	128	155	203	211			
Soccer	0	255	330	333	395	371	357			
Flag Football	0	115	154	190	257	260	311			
Tiny Soccer	0	64	63	66	73	91	93			
Tiny Tee Ball	62	57	69	60	61	81	82			
Tiny Kickball	0	19	24	29	29	17				
Social Soccer	0	45	28	44	32	51	58			
	457	1152	1377	1330	1505	1589	1700			
*Baseball/Softball only sport recorded in Rec Trac										
**Covid year										

Divisions	Belton	Grandview	Harrisonville	Pleasant Hill	Raymore	Peculiar	Totals						
Kindergarten	2		2	4	5								
1/2 Flag Football	3	1	3	2	8								
3/4 Flag Football	5	3	4	3	7								
5/6 Flag Football	6	1	3	2	7								
7/8 Flag Football	2	2	3	1	5								
Total	18	7	15	12	32	0	0						
<table border="1"> <thead> <tr> <th>Key</th> <th></th> </tr> </thead> <tbody> <tr> <td>Playing in House</td> <td>Bold Number</td> </tr> <tr> <td>Share Play</td> <td><i>Italic Number</i></td> </tr> </tbody> </table>								Key		Playing in House	Bold Number	Share Play	<i>Italic Number</i>
Key													
Playing in House	Bold Number												
Share Play	<i>Italic Number</i>												

Divisions	Belton	Grandview	Harrisonville	Pleasant Hill	Raymore	Peculiar	Totals
3/4 Volleyball	2	1	7	5	8		
5/6 Volleyball	4	1	3	5	9		
7/8 Volleyball	2	1	3	2	4		
Total	8	3	13	12	21	0	0
Key							
Playing in House	Playing in House						
Share Play	<i>Share Play</i>						

2026 Spring Soccer

Divisions	Belton	Grandview	[Redacted]	[Redacted]	Raymore	Peculiar	Totals
U6					8	2	
U7	4				6	1	
U8	5				7	2	
U9/U10	5	2			7	1	
U11/U12	4	1			5		
U13-15	4	1			3		
Total	22	4	0	0	36	6	

Key	Playing in House	Share Play
	Bold Number	<i>Italic Number</i>



CITY OF RAYMORE
AGENDA ITEM INFORMATION FORM

DATE: 4/28/2026
SUBMITTED BY: Nathan Musteen DEPARTMENT: Parks and Recreation
ITEM CATEGORY: Action Item

TITLE / ISSUE / REQUEST
Schedule of Fees - FY27

STRATEGIC PLAN GOAL / STRATEGY
Goal 12.5 - Ensure fiscal discipline and responsible stewardship of public resources.

FINANCIAL IMPACT
See Attachment

PROJECT TIMELINE
Estimated Start Date Estimated End Date

STAFF RECOMMENDATION:
Approval

OTHER BOARDS & COMMISSIONS ASSIGNED

LIST OF REFERENCE DOCUMENTS ATTACHED
1. FY27 - (Proposed) Schedule of Fees and Charges Update

BACKGROUND / JUSTIFICATION
The City Council approves a Schedule of Fees and Charges each year in preparation for the upcoming fiscal year. In preparation for the budget, the Parks and Recreation Board and staff review the schedule of fees and make recommendations to the City Council. During the February 24, 2026, work session, staff presented suggested changes to the Park Board. Those recommendations are before the Board for approval.

Schedule of Fees and Charges

Adjustments Requested or Additions in Red

Draft - Reviewed on 2/24/26

Farmer's Market NO CHANGES

Booth Space - \$25 per month

1. License fee for merchant, manufacturer and business, except home-based occupations, as listed in Section 605.020(B)

Parks and Recreation Noted below

Non-Prime rates are applied for rentals on Monday through Thursday. Friday through Sunday will receive prime rates.

<u>Shelter Rental Fees - resident</u>	<u>Non-Prime</u>	<u>Prime</u>
Depot - 1/2 shelter per day	\$45	\$65
Depot - full shelter per day	\$75	\$95
Hawk Ridge Park - 1/2 shelter per day	\$45	\$65
Hawk Ridge Park - full shelter per day	\$75	\$95
Moon Valley Shelter - per day	\$50	\$70
Arboretum (West) Shelter - per day	\$50	\$70
Optimists Shelter - per day	\$50	\$70
Lions Shelter - per day	\$75	\$95

<u>Shelter Rental Fees - non-resident</u>	<u>Non-Prime</u>	<u>Prime</u>
Depot - 1/2 shelter per day	\$90	\$110
Depot - full shelter per day	\$150	\$170
Hawk Ridge Park - 1/2 shelter per day	\$90	\$110
Hawk Ridge Park - full shelter per day	\$150	\$170
Moon Valley Shelter - per day	\$100	\$120
Arboretum (West) Shelter - per day	\$100	\$120
Optimists Shelter - per day	\$100	\$120
Lions Shelter - per day	\$150	\$170

OUTDOOR ATHLETIC FACILITIES Noted below

Prime season will consist of April through September. Any rentals occurring in any other month will receive the non-prime rate.

<u>Athletic Field Rentals (private use / practices)</u>	<u>Non-Prime</u>	<u>Prime</u>
<i>Resident Fees</i>		
Soccer / Flag Football Field	\$35/hour	\$50
Soccer / Flag Football Field	\$150/day	\$200
Soccer Field Rental per season	\$2000 for 10 weeks	
Baseball field reservation - lit - day	\$125	\$150
Baseball field reservation - unlit - day	\$100	\$125

<i>Non-Resident Fees</i>	<u>Non-Prime</u>	<u>Prime</u>
Soccer / Flag Football Field	\$75/hour	\$100
Soccer / Flag Football Field	\$225/day	\$250
Soccer Field Rental per season	\$3000 for 10 weeks	
Baseball field reservation - lit - day	\$200	\$250
Baseball field reservation - unlit - day	\$150	\$200

Athletic Field Rentals (tournament / for profit)

Recreation Park Baseball Complex (6 Fields)	\$1200 / \$600 deposit required (Friday, Saturday & Sunday) \$25 Team Fee (per team) \$25 per hour for Lights (per field) \$20 Field Prep per field (Chalk) \$20 Field Prep per field (Field Drag) \$20 Field Prep per field (Reset Bases)
Recreation Park Soccer Complex (6 Fields)	\$1200 / \$600 deposit required (Friday, Saturday & Sunday) \$25 Team Fee (per team) \$50 Field Prep per additional field (Field Paint, etc.)
Recreation Park Flag Football Fields (4 Fields)	\$800 / \$400 deposit required (Friday, Saturday & Sunday) \$25 Team Fee (per team)

Athletic Field Rentals (Individual / For Profit)

Baseball Field	<u>Non-Prime Rate</u>
	\$25 per field per hour \$200 per field per day \$25 per hour for Lights (per field) \$20 Field Prep per field (Chalk) \$20 Field Prep per field (Field Drag) \$20 Field Prep per field (Reset Bases)
	<u>Prime Rate</u>
	\$40 per field per hour \$225 per field per day \$25 per hour for Lights (per field) \$20 Field Prep per field (Chalk) \$20 Field Prep per field (Field Drag) \$20 Field Prep per field (Reset Bases)

Specifically Permitted Rentals

Disc Golf Course Tournament	\$320 per day
The Rink (Private Rental)	\$200 (2 hours)
The Rink (Skate Rentals)	\$5 per pair per day
Pickleball Courts	\$20 per hour per court \$50 per hour (Full Facility)
Tournament Rental	\$500 per day

Services (Park Maintenance Fees)

Regular hourly rate per person	\$30
Overtime hourly rate per person	\$50

Raymore Activity Center

CHANGES IN RED

Open Gym Program Fee	\$4 per visit
Open Gym Daily Pass	\$25 (10 Visits)
Open Gym Senior Citizen Program	Free (daily fees during regular hours)
Rental Fees	
Tournament/Full Day Use Deposit	\$600
1 Day Tournament Rental	\$1,200
2 Day Tournament Rental	\$2,000
Hourly Rental Deposit	\$50
Gym Half Court	\$50 per hour
*Pickleball/Volleyball Courts	
Gym Full Court (up to 6 hours)	\$85 per hour
Day Full Facility (6-10 hours)	\$1,200
Afterhours Full Facility (overnight)	\$1,500
Multipurpose Room - Small	\$55 per hour
Multipurpose Room - Large	\$65 per hour
Multipurpose Room - Combined	\$95 per hour

Coaching Credit Program

New Addition

Volunteer Coaches must complete tasks within the Coaching Credit Program to qualify for the end of season credit.

Per Team Credit	\$15 per team
NAYS Coaching Certification	\$50 per year

Hawk Ridge Park - Amphitheater

NO CHANGES

Rental Fees - resident	
Deposit	\$300
1 Day Rental	\$600
Public Safety Officer*	\$40/hour per Officer
Alcohol Permit	\$100 for any event requesting alcohol
Vendor Fee**	\$50
Rental Fees - non-resident	
Deposit	\$400
1 Day Rental	\$800
Public Safety Officer*	\$40/hour per Officer
Alcohol Permit	\$100 for any event requesting alcohol
Vendor Fee**	\$50

* Public Safety Officers are required for any rental.

- Non-Alcohol Event
 - 1 Officer required for events with 200 attendees
 - 1 additional officer for every 100+ attendees.

- Alcohol Event

2 Officers required

1 additional officer for every 100+ attendees.

** Vendor Fee

Approved vendor selling food, drink, goods, merchandise or services.

Centerview NO CHANGES

- a. Non-Prime Time (2 hour minimum): Monday - Thursday, 8:00 A.M. - 10:00 P.M.
Friday, 8:00 A.M. - 4:00 P.M.
- b. Prime Time (4 hour minimum): Friday, 6:00 P.M. - 12:00 A.M.
Saturday - Sunday, 8:00 A.M. - 12:00 A.M.
Listed Holidays

Centerview - Full Facility

	<i>Resident</i>	<i>Non-Resident</i>	<i>Commercial</i>	<i>Holiday</i>
<i>Non-Prime Rate</i>	\$250 / HR	\$300 / HR	\$325 / HR	N/A
<i>Prime Rate</i>	\$325 / HR	\$375 / HR	\$400 / HR	\$450 / HR

Harrelson Hall - Capacity: 240 with tables - 400 seating only (Includes Catering Kitchen)

	<i>Resident</i>	<i>Non-Resident</i>	<i>Commercial</i>	<i>Holiday</i>
<i>Non-Prime Rate</i>	\$195 / HR	\$245 / HR	\$270 / HR	N/A
<i>Prime Rate</i>	\$270 / HR	\$320 / HR	\$345 / HR	N/A

Harrelson Hall A - Capacity: 96 with tables - 154 seating only

	<i>Resident</i>	<i>Non-Resident</i>	<i>Commercial</i>	<i>Holiday</i>
<i>Non-Prime Rate</i>	\$70 / HR	\$105 / HR	\$120 / HR	N/A
<i>Prime Rate</i>	\$95 / HR	\$130 / HR	\$145 / HR	N/A

Harrelson Hall B - Capacity: 144 with tables - 242 seating only (Includes Catering Kitchen)

	<i>Resident</i>	<i>Non-Resident</i>	<i>Commercial</i>	<i>Holiday</i>
<i>Non-Prime Rate</i>	\$130 / HR	\$165 / HR	\$180 / HR	N/A
<i>Prime Rate</i>	\$175 / HR	\$210 / HR	\$225 / HR	N/A

Gilmore Room - Capacity: 16 with tables - 18 seating only

	<i>Resident</i>	<i>Non-Resident</i>	<i>Commercial</i>	<i>Holiday</i>
<i>Non-Prime Rate</i>	\$35 / HR	\$60 / HR	\$85 / HR	N/A
<i>Prime Rate</i>	\$70 / HR	\$95 / HR	\$120 / HR	N/A

The Grove - Outdoor Patio and Lawn

	<i>Resident</i>	<i>Non-Resident</i>	<i>Commercial</i>	<i>Holiday</i>
<i>Non-Prime Rate</i>	\$25 / HR	\$50 / HR	\$75 / HR	N/A
<i>Prime Rate</i>	\$60 / HR	\$85 / HR	\$110 / HR	N/A

Deposits:

- Facility Deposit without serving alcohol \$150
- Facility Deposit serving alcohol \$250

Additional Rental Fees:

- Lobby* \$50
- Visual \$50
- Audio (Soundboard) \$100
- Alcohol Permit \$100
- Public Safety Officer** \$40/HR

* Exclusive Use of the Lobby during an event will have an additional fee. If the event is during regular business hours, signage for the general public and Parks and Recreation customers will be displayed. Note: The lobby is included in all full facility rentals and no additional fee will be charged

** Public Safety Officers are required for any rental during prime time or holiday rentals. Park and Recreation staff will evaluate each rental event to determine if additional security is required.

- Non-Alcohol Event - 1 officer required for events with 200 attendees or more, 1 additional officer for every 100+ attendees
- Event with Alcohol - 2 officers required, 1 additional officer for every 100+ attendees

Listed Holidays: See the Centerview policy for listed holidays

The Park Legacy Program **NEW ADDITION**

Honor Brick	\$80
All Inclusive Playground Donor Wall Plaque	\$200
Tribute Tree	\$400
Memorial Bench	\$3000



CITY OF RAYMORE
AGENDA ITEM INFORMATION FORM

DATE: 4/28/2026
SUBMITTED BY: Todd Brennon DEPARTMENT: Parks and Recreation
ITEM CATEGORY: Presentation

TITLE / ISSUE / REQUEST

Sportsmanship Coaching Program

STRATEGIC PLAN GOAL / STRATEGY

Goal 11.6 - Encourage citizen engagement and volunteerism with City events and programs.

FINANCIAL IMPACT

See Attached Policy

PROJECT TIMELINE

Estimated Start Date	Estimated End Date

STAFF RECOMMENDATION:

Approval

OTHER BOARDS & COMMISSIONS ASSIGNED

LIST OF REFERENCE DOCUMENTS ATTACHED

- Sportsmanship Coaching Program

BACKGROUND / JUSTIFICATION

This program is designed to encourage our youth sports coaches to adhere to Department rules and participate in nationally approved coaches training programs through the National Alliance of Youth Sports. Reimbursement opportunities are available to coaches who qualify and complete the requirements. These reimbursements will be issued as a credit to their household accounts through our department registration program and may be used for future registration fees or rental fees.

Staff presented the program to the Parks and Recreation Board during the February 24, 2026, Work Session. It is now before the Board for approval.

RAYMORE PARKS AND RECREATION - SPORTSMANSHIP COACHING PROGRAM

This program is designed to encourage our youth sports coaches to adhere to Department rules and participate in nationally approved coaches training programs through the National Alliance of Youth Sports.

Sportsmanship Coaching:

Coaching applicants who agree to volunteer to coach and are approved by the Athletic Department of the Raymore Parks and Recreation Department qualify for a \$15 reimbursement applied to their account at the end of the completed season. To receive the \$15 reimbursement, coaches must complete the following:

- Prior to the Season
 - Complete and submit coaching application
 - Complete, submit and pass a background check
 - Note: only one background check is required per calendar year and is valid for all sports within that year.
- During the Season
 - Complete the season from beginning to end while following the Sportsmanship Policy and are not subject to the following disciplinary actions:
 - Technicals, red cards, ejections or suspensions.
- Conclusion of the Season
 - Return equipment to the RAC and/or the Athletic Coordinator at the conclusion of the sports season.
 - Coaches must notify the Athletic Coordinator if any equipment is broken and needs to be replaced.
- Household Account Reimbursement
 - A \$15 reimbursement will be applied for each team they agree to coach at the conclusion of the season if previous requirements are met.
 - The applied household credit may be used for future programs or rental use of any qualifying Parks and Recreation sponsored activity or facility.

Certified Coaches Training

Approved coaches are encouraged to register and complete a coaches training program through the National Alliance of Youth Sports (NAYS). Coaches who complete the training and receive a certificate of completion qualify for a \$50 reimbursement applied to their account at the end of the completed season.



- Certification Training Reimbursement
 - The annual reimbursement of \$50 is awarded to coaches who receive certification.
 - This is a one time transaction per calendar year even if a coach volunteers in multiple sports during the year.
 - Coaches must apply each year to receive the \$50 reimbursement
 - The certification will be kept on file with the Parks and Recreation Department.

More information on the National Alliance of Youth Sports (NAYS) is available online at <https://www.nays.org/coaches> or by contacting the Athletic Coordinator at Raymore Parks and Recreation.



CITY OF RAYMORE
AGENDA ITEM INFORMATION FORM

DATE: 4/28/2026
SUBMITTED BY: Nathan Musteen DEPARTMENT: Parks and Recreation
ITEM CATEGORY: Action Item

TITLE / ISSUE / REQUEST
Park Board By-Laws - Amendment

STRATEGIC PLAN GOAL / STRATEGY

FINANCIAL IMPACT
Not Applicable

PROJECT TIMELINE
Estimated Start Date Estimated End Date

STAFF RECOMMENDATION:
Approval

OTHER BOARDS & COMMISSIONS ASSIGNED

LIST OF REFERENCE DOCUMENTS ATTACHED
1. Bylaws, Park Board - Aug 2022

BACKGROUND / JUSTIFICATION
In November 2025, the City Council amended the City Code to incorporate the Tree Board as a subcommittee of the Parks and Recreation Board. Staff has updated the Parks and Recreation Board By-Laws to reflect the Municipal Code change and provide guidelines for the inclusion of the Tree Board as a subcommittee. The updated draft is attached for Board review and approval. Changes are highlighted in yellow. No other changes are recommended at this time.



BY-LAWS
PARKS AND RECREATION BOARD
CITY OF RAYMORE, MISSOURI

ARTICLE I. NAME

The name of this body is Raymore Parks and Recreation Board (the Board).

ARTICLE II. PURPOSE

The purpose for which the Board is organized is to act as an administrative board for the Mayor and the City Council. The Board carries the primary responsibility for the improvement, care, custody and control of the City's parks and recreation facilities and City park funds. Its duties shall include:

1. To supervise the City's park and recreation programs and the expenditure of budgeted funds for said programs.
2. To provide long range plans for the City's parks and recreation program.
3. To purchase or otherwise secure ground to be used for such park and recreation facilities as is deemed necessary, in accordance with City and State law.
4. To work with local groups and organizations, with the local school district, and with governmental agencies to advance the City's parks and recreational planning and programming, to coordinate recreational programs, and to alleviate unnecessary duplication of programs and facilities.
5. To seek input from the public regarding the City's parks and recreation programs, and interpret the policies and functions of the Board.
6. To encourage individuals, groups and organizations to donate money, property and manpower for the development, operation and improvement of the City's parks and recreation facilities.
7. To provide appropriate recognition to individuals, groups and organizations for contributions to the City's parks and recreation programs.
8. To appoint a suitable person, and the necessary assistants for that person, to take care of the City's parks and to fix their compensation, and to remove any of such appointees if the Board deems necessary.
9. To make recommendations to the City Council about the following:
 - a. policy formation, programming, legislation and use of park and recreation facilities and areas;

- b. effectiveness of the parks and recreation programs or facilities, including annual budgetary recommendations;
- c. rules and regulations (including any fees and charges) governing the conduct of persons and the use of all City park and recreational areas and facilities; and
- d. organization and implementation of a City-wide recreational program for all age groups.

ARTICLE III. ANNUAL REPORT

Section 1. Annual Report

On or before the second Monday in June of each year, the Park Board shall make an annual report to the City Council stating: (i) the condition as of the first day of May of that year of the park's properties and such other real and personal property as shall be from time to time entrusted to the Park Board; (ii) the various sums of money received from the park fund and other sources; (iii) the amount and purposes of expenditures from the park fund and other sources; and (iv) such other statistics, information and suggestions as the Board may deem of interest.

ARTICLE IV. BOARD

Section 1. Number and Qualifications

The Parks and Recreation Board shall consist of nine persons appointed by the Mayor with the approval of the City Council. Each member of the Board of Directors must be a resident of the City. No employee of the City and no elected or appointed official of the City shall be a member of the Board of Directors.

If practicable, each ward shall have at least two persons on the Board. In order to aid the Mayor in selecting persons for appointment to the Board, the Council members from a ward with a vacancy may jointly submit a list of up to three names from which the Mayor may make the final selection. The ninth member of the Board may be selected by the Mayor from names submitted to the Mayor by the Council members or from the citizens at large.

Section 2. Term of Office

Each member of the Board of Directors shall hold office for a term of three years and until his or her successor is appointed. Full terms of office shall commence on June 1 and shall be staggered so that approximately one-third of the members of the Board of Directors' terms shall commence each year.

Section 3. Compensation

Members of the Board of Directors shall not receive any salary or compensation for their services. They may, however, be reimbursed for out-of-pocket expenses incurred in accordance with established City policies.

Section 4. Resignation

A member of the Board of Directors may resign at any time by giving written notice of his/her resignation to the Mayor or the City Council.

Section 5. Removal

A member of the Board of Directors who is absent from three consecutive regular meetings of the Board or twenty-five percent (25%) or more of the combined regular board meetings and publicly posted work sessions in a period of one year shall automatically forfeit his/her position on the Board. All one-year periods shall be defined as any twelve (12) month period of time.

The Mayor may, with consent of the City Council, remove a member of the Board of Directors for misconduct or neglect of duty.

Section 6. Vacancies

Vacancies on the Board shall be filled by the Mayor with the consent of the City Council. A person appointed to fill a vacancy shall serve for the unexpired portion of his/her predecessor's term.

ARTICLE V. MEETINGS

Section 1. Meetings

Meetings of the Board and notices thereof shall conform to the requirements of Section 610.010 et seq. R.S.Mo (the open meeting law). Any member of the public who wants to address the Board at any meeting shall deliver to City Hall a completed Agenda Item Form at least four days prior to the meeting. At the discretion of the Park Board Chairman, a presentation or request may be allowed without prior written request. The Board shall keep written minutes of its meetings and distribute copies of those minutes to the City Manager and the City Council.

Section 2. Regular meetings

Regular meetings of the Board shall be held at such place and time within the City as the Board may from time to time designate. In the absence of any such designation, the regular meetings of the Board shall be held at the city's principal offices at 6:00 p.m. on the fourth Tuesday of each month.

Section 3. Special meetings

A special meeting of the Board may be called at any time by the Mayor, by the Chairman, or by five or more members of the Board of Directors, upon giving three day's notice, either personally or by mail.

Notice of any special meetings must be publicly posted at least twenty-four (24) hours in advance of the meeting. The Parks Director shall be given three (3) days notice of a special meeting and the Parks Director must notify all of the members of the Board of Directors of the special meeting.

Section 4. Quorum

At all meetings of the Board, a majority of the whole Board shall constitute a quorum for the transaction of business. If a quorum is not present, no business may be transacted; however, a work session may be held at the discretion of the members of the Board of Directors who are present. No official action may be taken at a work session.

Section 5. Voting

The act of a majority of the members of the Board of Directors present at any meeting at which there is a quorum to conduct business shall be the act of the Board.

When there is a reported or contended conflict of interest, the member of the Board of Directors shall refrain from voting, declaring the basis for his abstention. The abstention shall not be considered either a yes or no vote, and therefore shall be ignored in the counting of votes.

Section 5. Work Sessions

In addition to work sessions held pursuant to Section 4 above, work sessions may be scheduled from time to time by the Chairman or by five or more members of the Board of Directors upon giving of proper notice. No official action may be taken at a work session.

ARTICLE VI. OFFICERS

Section 1. Officers

At its first meeting after January 1 of each year, the Board shall elect, from among the members of the Board of Directors, a Chairman and a Vice-chairman and such other officers as the Board deems necessary and proper.

Section 2. Chairman

The Chairman shall preside at all meetings of the Board and represent the Board at all meetings with other groups or organizations. The Chairman shall, on behalf of the Board, make the annual report required by Article III of these Bylaws. The Chairman shall also from time to time communicate with the Mayor and City Council on the status of the City's parks and recreation programs. The Chairman shall also from time to time communicate with the local civic groups and organizations that use or contribute to the City's parks and recreation programs. In addition, the Chairman shall perform such other duties as are necessary incident to the office of Chairman.

Section 3. Vice-chairman

The Vice-chairman shall act in the capacity of the Chairman in the event of the Chairman's absence, disability or death and shall perform such other specific duties as may be assigned to him/her by the Chairman or the Board.

ARTICLE VII. COMMITTEES

The Board may from time to time establish such committees as it deems necessary or appropriate, with such powers and duties as the Board designates. The chairman of each committee, who shall be a member of the Board of Directors, and the members of the committee shall be appointed by the Chairman with the approval of the Board. A majority of the members of any committee established pursuant to this section shall constitute a quorum for the transaction of business at any meeting of that committee.

Notice of any committee meeting must be publicly posted at least twenty-four (24) hours in advance of said meeting.

A committee shall not have the power to implement any policy or expend any funds but shall submit its findings and recommendations to the Board for the Board's consideration.

ARTICLE VIII. TREE BOARD: Chapter 260 - Tree Maintenance and Care

Section 260.050. Establishment Of A City Tree Board.

- A. There is hereby created and established a Tree Board for the City.*
- B. Composition And Term. The City Tree Board shall be a sub-committee of the Raymore Parks and Recreation Board. The Tree Board shall consist of three (3) or more individuals serving on the Park Board (whose members are appointed by the Mayor). The City shall have no more than two (2) representatives consisting of a member of the Parks and Recreation Department designated by the Parks & Recreation Director and a city staff member designated by the City Manager. Parks and Recreation Board members selected to serve on the City Tree Board will be appointed by the Parks and Recreation Board Chair at the first meeting of the calendar year and serve a (1) year term.*

ARTICLE VI. GENERAL

Section 1. Fiscal Year

The fiscal year of the Board shall be the same as that established from time to time for the City.

Section 2. Amendments

The Board may amend these bylaws from time to time as it deems necessary, provided such amendments are not inconsistent with the Revised Statutes of Missouri, the City Charter, or the City Code.



RAYMORE

come home to more

CITY OF RAYMORE
AGENDA ITEM INFORMATION FORM

DATE: 4/28/2026
SUBMITTED BY: Nathan Musteen DEPARTMENT: Parks and Recreation
ITEM CATEGORY: Action Item

TITLE / ISSUE / REQUEST

Award of Contract - Outdoor Video Display Signs

STRATEGIC PLAN GOAL / STRATEGY

Goal 2.1 - Communicate with residents in a way that is intentional and purposful.

FINANCIAL IMPACT

\$137,628.00

PROJECT TIMELINE

Estimated Start Date
6/9/2026

Estimated End Date

STAFF RECOMMENDATION:

Award of Contract

OTHER BOARDS & COMMISSIONS ASSIGNED

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Bill 4033 - Digital Signs
2. 26-472-701 Contract
3. Heartland Sign

BACKGROUND / JUSTIFICATION

The City Council designated funding for two digital video signs to be placed at the entrances of Recreation Park and Hawk Ridge Park. In January, staff opened bidding for the two signs. Heartland Sign and Lighting was the lowest and most responsive bid of the three received.

Recreation Park sign will replace the monument sign near the South Madison Street Roundabout and begin immediately. The Hawk Ridge Park Sign will be included in the construction phase of the new plaza area.

BILL 4033

ORDINANCE

“AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, APPROVING AND AUTHORIZING A CONTRACT WITH HEARTLAND SIGN AND LIGHTING IN THE TOTAL AMOUNT OF \$137,628.00 FOR THE INSTALLATION OF OUTDOOR VIDEO DISPLAY SIGNS AT RECREATION PARK AND HAWK RIDGE PARK”

WHEREAS, the Parks and Recreation Board has approved the installation of an outdoor video display sign at Recreation Park and at Hawk Ridge Park; and,

WHEREAS, City staff advertised and received bids for the outdoor video display signs at Recreation Park and Hawk Ridge Park; and,

WHEREAS, City staff reviewed the proposals and found that Heartland Sign and Lighting was the best and most responsive proposal submitted.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF RAYMORE, MISSOURI, AS FOLLOWS:

Section 1. The City Manager shall be the authorized representative of the City herein for all instruments identified in Section 5.2(i) of the Charter.

Section 2. The City Manager and the City Clerk are hereby directed and authorized to execute the Agreement for and on behalf of the City of Raymore.

Section 3. The Mayor, the City Clerk and the City Manager are hereby directed and authorized to take the necessary steps under the Agreement to implement its terms.

Section 4. Effective Date. The effective date of approval of this Ordinance shall be coincidental with the Mayor’s signature and attestation by the City Clerk.

Section 5. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

DULY READ THE FIRST TIME THIS 11TH DAY OF MAY, 2026.

BE IT REMEMBERED THAT THE ABOVE ORDINANCE WAS APPROVED AND ADOPTED THIS 8TH DAY OF JUNE, 2026, BY THE FOLLOWING VOTE:

Councilmember Baker
Councilmember Barber
Councilmember Burke III

Councilmember Circo
Councilmember Engert
Councilmember Holman
Councilmember McDonald
Councilmember Roe

ATTEST:

APPROVE:

Erica Hill, City Clerk

Kristofer P. Turnbow, Mayor

Date of Signature



CITY OF RAYMORE
CONTRACT FOR SERVICES

**Outdoor Digital Display Monument Signs
Hawk Ridge Park and Recreation Park**

This Contract for two Outdoor Video Display Signs, one at Recreation Park and one at Hawk Ridge Park, hereafter referred to as the **Contract** is made this 8th day of June, 2026, between Heartland Sign and Lighting, an entity organized and existing under the laws of the State of Kansas, with its principal office located at 14301 W 96th Terrace, Lenexa, Kansas 66215, hereafter referred to as the **Contractor**, and The City of Raymore, Missouri, a Charter City organized and existing under the laws of the State of Missouri, with its principal office located at 100 Municipal Circle, Raymore, Missouri, hereafter referred to as the **City**.

This contract and applicable attachments represent the entire understanding and agreement between the parties and no oral, implied, alterations or variations to the contract will be binding on the parties, except to the extent that they are in writing and signed by the parties hereto. This contract shall be binding upon the heirs, successors, administrators, executors and assigns of the parties hereto. In the event there are any inconsistencies in the provisions of this contract and those contained in the proposal they will be resolved in accordance with the terms of this contract.

This contract is effective as of June 8, 2026 and coincidental with the City Manager's signature and attestation by the City Clerk and shall remain in effect as described within the attachments.

ARTICLE I
THE WORK

Contractor agrees to perform all work and provide all materials as specified in Request for Proposal 26-472-701 and the General Terms and Conditions in Appendix B, commonly referred to as Contract Terms and Conditions and according to Contract Agreement set forth here. Contractor agrees to provide all labor, materials, tools, permits, and/or professional services and perform the contracted work in accordance with all specifications, terms and conditions as set forth within the proposal documents, including bonding, insurance, prevailing wage

requirements, and termination clauses as needed or required. The work as specified in Appendix A may commence upon the signing of this contract and scheduling and approval of the City.

ARTICLE II TIME OF COMMENCEMENT AND COMPLETION

The work for Recreation Park signage shall take a maximum of 120 calendar days. Hawk Ridge Park will be coordinated with future construction of Hawk Ridge Park Plaza Project. The date of substantial completion shall be that date when the project or portions of the project are officially accepted by the Owner through formal action of the City Council for utilization of the project for its intended purpose. The City shall be the sole determiner as to the fulfillment of the work as described.

ARTICLE III CONTRACT SUM AND PAYMENT

The Contractor agrees to perform all work described in the Contract Documents in the amount of \$137,628.00.

The City agrees to pay the Contractor as outlined in the Contract Documents and subject to deductions provided for in Articles IV and VI.

The City Manager has the authority for change orders.

ARTICLE IV CONTRACT PAYMENTS

The City agrees to pay the Contractor for the completed work as follows: 95% of contract shall be paid within thirty (30) days of substantial completion of each section of this proposal – inspection and remediation, walk-through and acceptance by the City; a 5% retainage will be held until acceptance of the project by the Raymore City Council, at which time final payment will be made. Any monies not paid to the Contractor when due will bear interest at the rate of one and one-half percent (1 -1/2 %) per month, from the date such payment is due. However, if any portion of the work remains to be completed or corrected at the time payment is due, the City may retain sufficient funds to cover the City Engineer's estimated value of the work not completed or twenty percent (20%) of the contract amount, whichever is greater, exempt from interest, to be paid when such listed items are corrected or completed.

The City will be the sole judge as to the sufficiency of the work performed.

The Contractor agrees that the City may withhold any and all payment for damage or destruction, blatant or otherwise, incurred to the City's property caused by poor performance or defective equipment or materials or personnel employed or utilized

by the Contractor. Additionally, it is agreed the Contractor shall also be liable to the City for replacement of materials or services occasioned by such breach.

Payment shall be made upon receipt of invoices presented in duplicate as outlined in Appendix B. All pay requests will be paid by ACH instead of by check. An ACH form will be provided upon contract.

Third party payment agreements will not be accepted by the City.

In the event that the Missouri Department of Labor and Industrial Relations has determined that a violation of Section 292.675, RSMo, has occurred and that a penalty as described in Section XII shall be assessed, the City shall withhold and retain all sums and amounts due and owing when making payments to Contractor under this Contract.

ARTICLE V INSURANCE REQUIREMENTS

Insurance shall be provided as outlined in the General Terms and Conditions Appendix B to the Contract.

ARTICLE VI DAMAGES/DELAYS/DEFECTS

The City will not sustain monetary damage if the whole or any part of this contract is delayed through the failure of the Contractor and/or his sureties to perform any part or the whole of this contract. Thus, if at any time the Contractor refuses or neglects to supply sufficiently skilled workmen or proper materials, or fails in any respect to execute the contract, including extras, with the utmost diligence, the City may take steps deemed advisable to promptly secure the necessary labor, tools, materials, equipment, services, etc., by contract or otherwise, to complete whatever portion of the contracted work which is causing delay or is not being performed in a workmanlike manner.

Contractor and/or their sureties will be liable to the City for any cost for labor, tools, materials, equipment, services, delays, or claims incurred by the City to finish the work.

Contractor will store, contain, or remove all debris, materials, tools, equipment and vehicles at the end of each day so that no hazardous or dangerous situations are created by the Contractor within the work location and surrounding area.

Contractor will promptly and within 7 days of receiving notice thereof repair all damage to public and private property caused by their agents or employees. Should damages not be promptly repaired within 7 days of receiving notice thereof, the City will authorize the hiring of another Contractor or vendor with the necessary and applicable qualifications to do the repairs. The original Contractor agrees to

promptly pay for the services of any such Contractor or vendor hired to do such repairs within 10 days of completion of the repairs.

Contractor shall immediately report, to the City, or a duly authorized representative, any accident whatsoever arising out of the performance of this contract, especially those resulting in death, serious injury or property damage. Contractor must provide full details and statements from any witnesses.

If the Contractor shall fail to complete the work within the contract time, or an extension of time granted by the City, the Contractor will pay to the City the amount for liquidated damages as specified in the schedule below for each calendar day that the Contractor shall be in default after the time stipulated in this contract document. The amount specified in the schedule is agreed upon, not as a penalty, but as liquidated damages for the loss to the City of Raymore and the public of the use of the facility as designated. This amount will be deducted from any money due to the Contractor. The Contractor and Contractor's surety will be liable for all liquidated damages.

SCHEDULE OF LIQUIDATED DAMAGES		
Original Contract Amount		Charge Per Calendar Day (\$)
From More Than (\$)	To and Including (\$)	
0	50,000	150
50,001	100,000	250
100,001	500,000	500
500,001	1,000,000	1,000
1,000,001	2,000,000	1,500
2,000,001	5,000,000	2,000
5,000,001	10,000,000	2,500
10,000,001	And above	3,000

ARTICLE VII RESPONSIBILITIES

The City shall provide all information or services under their control with reasonable promptness and designate the City Manager, or their designee (in writing) to render decisions on behalf of the City and on whose actions and approvals the Contractor may rely.

The Contractor's responsibilities and obligations under this agreement are accepted subject to strikes, outside labor troubles (including strikes or labor troubles affecting vendors or suppliers of Contractor), accidents, transportation delays, floods, fires, or other acts of God, and any other causes of like or different character beyond the control of Contractor. Impossibility of performance (but not simply frustration of performance) by reason of any legislative, executive, or judicial act of any governmental authority shall excuse performance of or delay in performance of this agreement. The City and the Contractor shall agree upon such

any delay or cancellation of performance and execute an agreement in writing documenting the excuse of performance or delay in performance of this agreement.

Contractor agrees to provide all materials, labor, tools, and equipment necessary to perform and complete the contract as specified.

All equipment will be of such a type and in such condition so as not to cause any damage to City property or the community at large. All equipment used within the jurisdictional boundaries of the City will meet the minimum requirements of OSHA (Occupational Safety Health Administration) and related federal, state, county, and city agencies and regulations, including but not limited to EPA (Environmental Protection Agency) and the NESHAPS (National Emission Standards for Hazardous Air Pollution). All material will be of a type and quality acceptable to the City, and which will not cause injury to property or persons.

Contractor will supervise and direct the work performed, and shall be responsible for their employees. Contractor will also supervise and direct the work performed by subcontractors and their employees and be responsible for the work performed by subcontractors hired by the Contractor. Contractor shall not assign its responsibilities to any subcontractor without the prior written agreement of the City which may be granted at the sole discretion of the City.

Contractor agrees to obtain and maintain, during the term of this contract, the necessary licenses and permits required by federal, state, county and municipal governments to perform the services as required by this contract. Contractor shall bear the cost of any permits which he is obligated to secure. Contractor will also ensure any subcontractors hired will obtain the necessary licenses and permits as required.

Contractor agrees to comply with all applicable federal, state, county and municipal laws and regulations, including, but not limited to, affirmative action, equal employment, fair labor standards and all applicable provisions of the Occupational Safety and Health Act of 1970, as amended. Contractor agrees to ensure subcontractors and their employees comply with all applicable laws and regulations aforementioned.

Contractor also agrees to be, at all times, in full compliance with any and all applicable federal, state and local laws and regulations as they may change from time to time.

Contract is subject to the State of Missouri Prevailing Wage Laws (Cass County Annual Wage 32) if the project is over \$75,000. The contractor shall include the provisions of this clause in all subcontracts for work to be performed by subcontractors under this contract so that provisions of this clause are binding upon subcontractors.

ARTICLE VIII
CANCELLATION AND/OR TERMINATION OF AGREEMENT

With Cause – If Contractor fails to perform his duties as specified in this contract, the City through its appointed representative, shall notify the Contractor to correct any default under the terms of this contract. Such notification may be made in writing, and delivered via regular, certified facsimile or email. If the Contractor fails to correct any default after notification of such default, the City shall have the right to immediately terminate this agreement by giving the Contractor ten (10) days written notice, and delivered via regular, certified facsimile or email. If the Contractor fails to correct any default(s) after notification of such default(s) are of such that they endanger the health, safety and/or welfare of the residents of Raymore, City may terminate this contract immediately and retain the services of an alternative contractor to perform the services for which Contractor may be held liable for such costs.

Without Cause – The City may cancel or terminate this agreement at any time without cause by providing sixty (60) days written notice, by certified mail, facsimile or email to the Contractor.

In the event this agreement is terminated, the City may hold as retainer the amount needed to complete the work in accordance with the bid specifications. Any contract cancellation notice shall not relieve the Contractor of the obligation to deliver and/or perform on all outstanding requirements of this contract and orders issued prior to the effective date of cancellation.

No payment made under this Contract shall be proof of satisfactory performance of the Contract, either wholly or in part, and no payment shall be construed as an acceptance of deficient or unsatisfactory services.

ARTICLE IX
ARBITRATION

In case of a dispute, the Contractor and the City may each agree to appoint a representative, who, together, shall select a third party attorney in good standing and licensed to practice law in Missouri, to arbitrate the issue. Resolution of the issue will be binding upon both parties.

ARTICLE X
WARRANTY

Contractor warrants that all workmanship shall be of good quality, in conformance with bid specifications and guarantee all materials, equipment furnished, and work performed for a period of two (2) years from the date of substantial completion as noted in the 2019 City of Raymore "Standard Contract Documents and Technical Specification & Design Criteria for Utility and Street Construction."

Contractor shall, within ten (10) days of written notice from the City, correct any work found to be defective, incorrect or not in accordance with the bid specifications.

ARTICLE XI
REQUIRED SAFETY TRAINING

- A. Awarded contractors and their subcontractors must provide a 10-hour OSHA construction safety program, or a similar program approved by the Department of Labor and Industrial Relations, for their on-site employees who have not previously completed such safety training and are directly engaged in public improvement construction;
- B. Awarded contractors and their subcontractors must require all on-site employees to complete this ten-hour program within 60 days of beginning construction work if they have not previously completed the program and have documentation of doing so. On site employees who cannot provide proper documentation of completion of required safety training when requested will be given 20 days to produce the documentation before being removed from the project and before their employers will be subject to penalties. Provide any completed certificates prior to project start.

ARTICLE XII
NOTICE OF PENALTIES FOR FAILURE
TO PROVIDE SAFETY TRAINING

- A. Pursuant to Section 292.675, RSMo, Contractor shall forfeit to City as a penalty two thousand five hundred dollars (\$2,500.00), plus one hundred dollars (\$100.00) for each on-site employee employed by Contractor or its Subcontractor, for each calendar day, or portion thereof, such on-site employee is employed without the construction safety training required in Section XI above.
- B. The penalty described in Subsection "A" of this Section shall not begin to accrue until the time periods described in Sections XI "B" above have elapsed.
- C. Violations of Section XI above and imposition of the penalty described in this Section shall be investigated and determined by the Missouri Department of Labor and Industrial Relations.

ARTICLE XIII
AFFIDAVIT of WORK AUTHORIZATION

Pursuant to 285.530 RSMo, the bidder must affirm its enrollment and participation in a federal work authorization program with respect to the employees proposed to

work in connection with the services requested herein by:

- * submitting the attached AFFIDAVIT OF WORK AUTHORIZATION and
 - * providing documentation affirming the bidder's enrollment and participation in a federal work authorization program (see below) with respect to the employees proposed to work in connection with the services requested herein.

E-Verify is an example of a federal work authorization program. Acceptable enrollment and participation documentation consists of the following two pages of the E-Verify Memorandum of Understanding (MOU): 1) a valid, completed copy of the first page identifying the bidder and 2) a valid copy of the signature page completed and signed by the bidder, the Social Security Administration, and the Department of Homeland Security – Verification Division.

ARTICLE XIV
ENTIRE AGREEMENT

The parties agree that this constitutes the entire agreement and there are no further items or provisions, either oral or otherwise. Buyer agrees that it has not relied upon any representations of the Contractor as to prospective performance of the goods, but has relied upon its own inspection and investigation of the subject matter.

The parties have executed this agreement at The City of Raymore the day and year first above written.

IN WITNESS WHEREOF, the parties hereunto have executed two (2) counterparts of this agreement the day and year first written above.

THE CITY OF RAYMORE, MISSOURI

By: _____
Jim Feuerborn, City Manager

Attest: _____
Erica Hill, City Clerk

(CITY SEAL)

BLINK SIGNS

By: _____

Title: _____

Attest: _____

(SEAL)

APPENDIX A
SCOPE OF SERVICES AND SPECIAL PROVISIONS

Outdoor Digital Display Monument Signs
Hawk Ridge Park and Recreation Park

OPPORTUNITY

The City of Raymore is seeking a qualified firm to install two outdoor video display signs at the following locations:

- A. Recreation Park
- B. Hawk Ridge Park

The selected firm will assist City Staff in a design build digital monument sign based on the following scope of work.

RECREATION PARK - EXISTING CONDITION

The new digital sign will be in the northeast area of the roundabout on South Madison at the entrance to Recreation Park. The sign will replace the old marquee sign (shown below).



Anticipated Scope

1. Current Sign will be removed by park staff
2. Contractor will:
 - A. confirm monument location with Raymore representative
 - B. mark utilities prior to digging or trenching
 - C. pull power from the facility, conduit is stubbed at the outside of the building connecting to the interior electric panel
 - D. perform the scope as detailed in the following specifications and details below
 - E. provide and install signage based on included rendering and engineering

City of Raymore Recreation Park – Cirrus Systems 6mm Digital Monument Sign Specification

1. General Description

This specification outlines the fabrication and installation requirements for a Cirrus Systems digital monument sign replacing existing signage at Raymore Recreation Park. The monument shall include a masonry base and decorative topper, housing a single-sided Cirrus Systems 4' x 8' full-color digital message center (EMC) with an effective viewing area of 32 square feet.

2. Digital Display System

- Manufacturer: Cirrus Systems, Inc.
- Model: Cirrus Systems 6mm Outdoor LED Display
- Configuration: Single-sided, full-color RGB LED display
- Display Dimensions: 48"H x 96"W (4' x 8')
- Pixel Pitch: 6mm
- Viewing Area: 32 sq. ft.
- Brightness: ≥ 7,500 nits with automatic light sensor control
- Cabinet Construction: Aluminum, weather-sealed and powder-coated for corrosion resistance
- Ingress Protection: IP65-rated or higher
- Operating Temperature Range: -40°F to +120°F
- Certifications: UL 48, FCC Class A, ETL Listed

3. Software and Control

- Cirrus Systems ScreenHub™ cloud-based content management system.
- Remote scheduling, content creation, and live preview.
- Supports multiple user roles and secure logins.
- Wi-Fi, Ethernet, and optional LTE cellular connectivity.

- Real-time performance monitoring and pixel error detection.

4. Power and Electrical

- Power Input: 120/240V single-phase
- Power Consumption: Approx. **14.2A** at 120V (max load)
- Internal surge protection and external code-compliant disconnect switch required.
- Automatic brightness adjustment via photo sensor for day/night operation.

4A. Primary Power Feed

Power Source:

- Provide new primary electrical service from the Recreation Activity Center (RAC) electrical panel to the digital monument sign location.

Circuit Requirements:

- The Cirrus Systems display requires one (1) dedicated 20-amp circuit.
- Voltage: 120V, 208V, or 240V single-phase (select based on site conditions).
- Average power consumption: 562.84 watts
- Maximum power consumption: 1,705.6 watts

Conduit and Wiring:

- Install 1" PVC Schedule 40 conduit underground from the RAC electrical panel to the sign foundation, with a sweep elbow at each end.
- Conductors shall be #10 THWN copper or sized per NEC for the voltage drop and load.
- Include a separate equipment grounding conductor.
- All trenching, backfill, and restoration to be included.

Connection and Termination:

- Terminate conduit and conductors in a weatherproof junction box or disconnect switch at the sign foundation.
- Final power connection to the sign's internal disconnect and controller shall be performed by a licensed electrician.
- Provide labeling at the RAC panel identifying the new circuit as "Digital Monument Sign."

Inspection:

- Electrical installation must comply with NEC, local building codes, and City of Raymore inspection requirements.

- Submit inspection approval prior to system commissioning.

5. Structural and Architectural Integration

Masonry Construction:

- Veneer Material: Split-face concrete block stone veneer, color and texture to match the approved rendering and adjacent site masonry. Acceptable manufacturer: Anchor Diamond, Versa-Lok, or approved equal.
- Mortar: Type S mortar mix meeting ASTM C270, color to match veneer.
- Core Block: 8" CMU structural core with vertical and horizontal reinforcement per engineered drawings.
- Cap: Precast concrete or cast stone cap with drip edge, color coordinated with veneer.
- Grouting: Fully grouted cells with #4 vertical rebar at 24" O.C. minimum, tied to the foundation reinforcing steel.
- Foundation: Concrete footing per structural drawings and local building code. Minimum 3,000 PSI concrete with reinforcing as specified.
- Sealant: All joints and control joints sealed with compatible elastomeric sealant.
- Finish: Clean masonry after installation using manufacturer's recommended cleaner; do not use acid-based products.

EMC cabinet structurally integrated into a masonry base per approved design and engineering:

- Aluminum cabinet mounting frame with integrated side supports.
- Topper cabinet: 24"H × 96"W, single-sided aluminum with internal illumination and push-through acrylic graphics.
- Finish: Powder-coated aluminum matched to City branding.

6. Foundation and Installation

- Provide and install new concrete foundation per stamped engineering drawings.
- Include excavation, anchor bolt installation, and backfill.
- Coordinate electrical stub-up and power connection with City electrician.
- Perform system alignment, testing, and full operation verification.
- Conduct on-site user training upon completion.

7. Communication Options

- Standard: Wi-Fi / Ethernet

- 5-year LTE cellular modem (Verizon or AT&T compatible)
- Supports remote diagnostics and monitoring via ScreenHub™ platform.

8. Warranty and Service

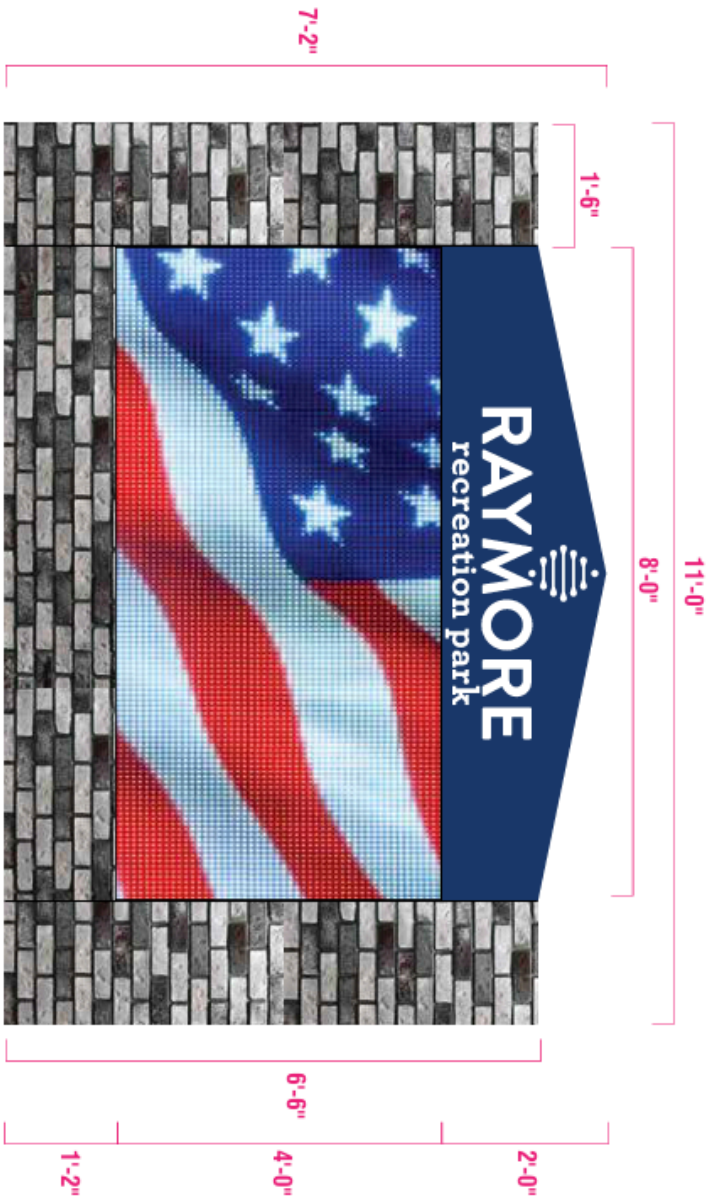
- Cirrus Complete Display Warranty: 5 years parts and labor
- Software License: Lifetime access to ScreenHub™
- Support: 24/7 remote diagnostics and technical support
- Training: Online factory training Included for City personnel

9. Deliverables

- Fully operational Cirrus Systems SS 6mm 4' × 8' EMC monument sign installed at designated site.
- Completed warranty registration and documentation.
- System training and maintenance manual provided.
- Final as-built documentation submitted to City.

10. Exclusions

- Rock excavation or groundwater removal.
- Landscaping and irrigation restoration.



Date: 11-25-25	City, State: Raymore, MO	SHEET: 1 OF 2
Client:	Overall Height: 7'-2"	Sean M. McFarland, P.E.
Sign: City of Raymore	Wind Speed: 115 mph	McFarland Engineering

Sign Description	100 Municipal Dr	Table of Contents
ME Job: 72972 A		Content:
		Page
		Design Loads. 1
		Support Design. 1-2

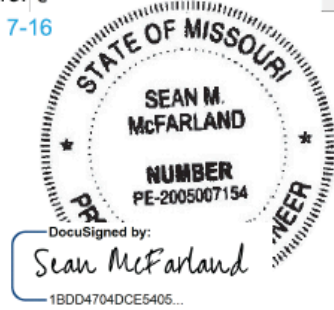
ULTIMATE LOADS

Sign Size: 7'-2" x 11'-0"

Structural Variables and Code Loading Specifications

Cabinet Type:	Miscellaneous	Code:	2018 IBC
Structural Section:	8" CMU Wall	Wind Speed:	115
Number of Zones:	2	Wind Exposure:	C

ASCE 7-16



Sign Sections:

Zone	Cabinet Wt. Per Sq. Ft.	Transition (Y or N)
1	30	50.0 #/FT
2	45	50.0 #/FT y

Geometry of Sign:

Zone	Top (Average Width)			Pressure	Force	Approx. Weight
	Elevation	Height	Width			
1	7.17 FT	0.67 FT	4.40 FT	30.81 PSF	0.09 K	122 #
2	6.50 FT	6.50 FT	11.00 FT	29.85 PSF	2.13 K	3,543 #
Total Wind Force =					2.23 K	3,664 #

Moments at Transitions:

Zone	2	
	Lateral Force	Mom. Arm
1	0.09 K	6.84 FT
2	2.13 K	3.25 FT
		7.56 K-FT

Section Modulus Req'd: 453.5 IN³ (S > M/Fb > 7558*12/200 = 453, Sxx Provided = 465) OK

Structural Sections to be used:

Zone	Option
	8" CMU with (2) #5's Vertical @ 8" O.C. (27" Lap Splices Where Required) (Columns, 2 Courses)
	8" CMU with (1) #5's Vertical @ 8" O.C. (27" Lap Splices Where Required) (Center Base)
	EMB Cabinet Bolted to CMU with Tapcons Spaced Evenly. Use: Total (20) 3/8" Dia. Tapcons 2" Embed. into Solid Grouted CMU, (6) Connectors for Left & Right / (8) Connectors for Bottom).

Date:	11-25-25	City, State:	Raymore, MO	SHEET:	2 OF 2
Client:		Overall Height:	7'-2"	Sean M. McFarland, P.E.	
Sign:	City of Raymore	Wind Speed	115 mph	McFarland Engineering	

100 Municipal Dr

ME Job: 72972 A

SPREAD FOOTING DESIGN One Spread Footing

Loads:

P(DL) = 3,664 #

P(LL) = 0 #

M(WL) = 7,558 FT-#

Footing: CONCRETE

WIDTH = 12.00 FT

LENGTH = 5.00 FT

DEPTH = 3.00 FT (FROST LINE CRITERIA)

WEIGHT = 27,000 LBS

SURCHARGE PEDESTAL = 12.00 FT X

5.00 FT X

0.00 FT (Zero Soil Surcharge)

WEIGHT = 0 LBS

Overturning:

OTM = 7,558 FT-LBS

RM = 76,661 FT-LBS

FS = 10.143 >1.5 THEREFORE OK

Soil Pressure:

q(DL+LL) = 61.07 PSF NET

q(ALLOW) = 1500 PSF OK

FOR DL+WL:

e=M/P = 0.25 FT

L/6 = 0.83 FT (Resultant Within Middle 3rd)

q(DL+WL) = 212.23 PSF NET

q(ALLOW)= 2000 PSF OK

Reinforcing:

M(DL+LL)= 191 FT-LBS/FT

0.75 * M(DL+WL)= 133 FT-LBS/FT DL+WL CONTROLS

DL+LL CONTROLS

ASSUME: f_c=2500 PSI, F_y=40000 PSI (minimal)

d= 32.63 IN

A_s(REQ'D)= 0.00 IN²

A_s(PROV.)= 0.44 IN²

USE #6's AT 12" O.C. T&B, EACH WAY (2 MATS)

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HAWK RIDGE PARK

The City is scheduled to add a plaza area next to the parking lot in 2026. The plaza will include a pavilion, welcome area and digital video monument sign. The arrows in the following images indicate the location of the sign in proximity to the parking lot and future pavilion. The selected firm will work with City contractors to incorporate the sign into the construction of the Hawk Ridge Park plaza.





HAWK RIDGE PARK - EXISTING CONDITION

The new digital sign will be located at the entrance to Hawk Ridge Park located at 701 Sunset Lane.

Anticipated Scope

- 1) Primary Power for the sign will be provided adjacent to the monument location by the City.
- 2) Contractor will:
 - a. confirm monument location with City representative
 - b. mark utilities prior to digging or trenching
 - c. connect to power provided by others in a ground box adjacent to the new monument location.
 - d. perform the scope as detailed in the following specifications and details below
 - e. provide and install signage based on included rendering and engineering

City of Raymore Hawk Ridge Park – Cirrus Systems 6mm Digital Monument Sign Specification

1. General Description

This specification outlines the fabrication and installation requirements for a Cirrus Systems digital monument sign at the new Hawk Ridge Park in Raymore, Missouri. The monument shall be constructed using a structural CMU core and stone veneer per the engineering provided herein (stone veneer supplied by the City of Raymore). The monument sign will incorporate a pair of Cirrus Systems 4'x8' 6m outdoor LED displays with an effective viewing area of 32 square feet per side. The displays will be mounted back-to-back with sufficient airflow spacing to meet the manufacturer's requirements with metal mesh on the top, sides and bottom covering the space between the displays. The structure will include the architectural elements on each side of the veneer consistent with the approved rendering. This includes the vertical HAWK RIDGE identifier, address numbers, and FCO aluminum Hawk graphics.

2. Digital Display System

- Manufacturer: Cirrus Systems, Inc.
- Model: Cirrus Systems 6mm Outdoor LED Display
- Configuration: Double-sided, full-color RGB LED display
- Display Dimensions: 48"H × 96"W (4' × 8')
- Pixel Pitch: 6mm
- Viewing Area: 32 sq. ft. per side
- Brightness: ≥ 7,500 nits with automatic light sensor control
- Cabinet Construction: Aluminum, weather-sealed and powder-coated for corrosion resistance

- Ingress Protection: IP65-rated or higher
- Operating Temperature Range: -40°F to +120°F
- Certifications: UL 48, FCC Class A, ETL Listed

3. Software and Control

- Cirrus Systems ScreenHub™ cloud-based content management system.
- Remote scheduling, content creation, and live preview.
- Supports multiple user roles and secure logins.
- Wi-Fi, Ethernet, and optional LTE cellular connectivity.
- Real-time performance monitoring and pixel error detection.

4. Power and Electrical

- Power Input: 120/240V single-phase
- Power Consumption: 24 Amps total at 120V, 14.6 Amps at 240V (max load)
- Internal surge protection and external code-compliant disconnect switch required.
- Automatic brightness adjustment via photo sensor for day/night operation.

4A. Primary Power Feed

Power Source:

- Primary power provided by the City or their contractor within 10' of monument location.

Circuit Requirements:

- The Cirrus Systems display requires one (1) dedicated 20-amp circuit at 240V or (2) circuits at 120V.
- Voltage Compatibility: 120V, 208V, or 240V single-phase (select based on site conditions).
- Average power consumption: 562.84 watts per side (1,126 total)
- Maximum power consumption: 1,705.6 watts per side (3411.2 total)

Conduit and Wiring:

- Install 1" PVC Schedule 40 conduit sweep into the center of the monument foundation for connection to power provided by owner or others within 10' of the monument location.
- Conductors shall be #10 THWN copper or sized per NEC for the voltage drop and load.
- Include a separate equipment grounding conductor.
- All trenching, backfill, and restoration for power connection to be included.

Connection and Termination:

- Terminate conduit and conductors in a weatherproof junction box or disconnect switch at the sign foundation. No conduit shall be visible on the outside of the monument foundation.
- Final power connection to the sign's internal disconnect and controller shall be performed by a licensed electrician.
- Provide labeling at the Hawk Ridge electrical distribution panel identifying the new circuit as "Digital Monument Sign."

Inspection:

- Electrical installation must comply with NEC, local building codes, and City of Raymore inspection requirements.
- Submit inspection approval prior to system commissioning.

5. Structural and Architectural Integration

Foundation and Masonry Construction:

- Foundation: Concrete footing per structural drawings and local building code. Minimum 3,000 PSI concrete with reinforcing as specified.
- Veneer Material: To be provided by the City to match other structures.
- Mortar: Type S mortar mix meeting ASTM C270, color to match veneer.
- Core Block: 8" CMU structural core with vertical and horizontal reinforcement per engineered drawings.
- Cap: Precast concrete or cast stone cap with drip edge, color coordinated with veneer.
- Grouting: Fully grouted cells with #4 vertical rebar at 24" O.C. minimum, tied to the foundation reinforcing steel.
- Sealant: All joints and control joints sealed with compatible elastomeric sealant.
- Finish: Clean masonry after installation using manufacturer's recommended cleaner; do not use acid-based products.

EMC cabinet structurally integrated into a masonry base per approved design:

- Aluminum cabinet mounting frame with integrated side supports.
- Steel Mesh primed and painted black to cover top and side of message center to allow airflow and prevent bird and pest egress.
- Finish: Powder-coated aluminum matched to City branding.

6. Installation

- Coordinate electrical stub-up and power connection with City electrician.

- Perform system alignment, testing, and full operation verification.
- Conduct on-site user training upon completion.

7. Communication Options

- Standard: Wi-Fi / Ethernet
- 5-year LTE cellular modem (Verizon or AT&T compatible)
- Supports remote diagnostics and monitoring via ScreenHub™ platform.

8. Warranty and Service

- Cirrus Complete Display Warranty: 5 years parts and labor
- Software License: Lifetime access to ScreenHub™
- Support: 24/7 remote diagnostics and technical support
- Training: Online factory training Included for City personnel

9. Deliverables

- Fully operational Cirrus Systems DS 6mm 4' × 8' EMC monument sign installed at designated site on masonry structure.
- Completed warranty registration and documentation.
- System training and maintenance manual provided.
- Final as-built documentation submitted to City.

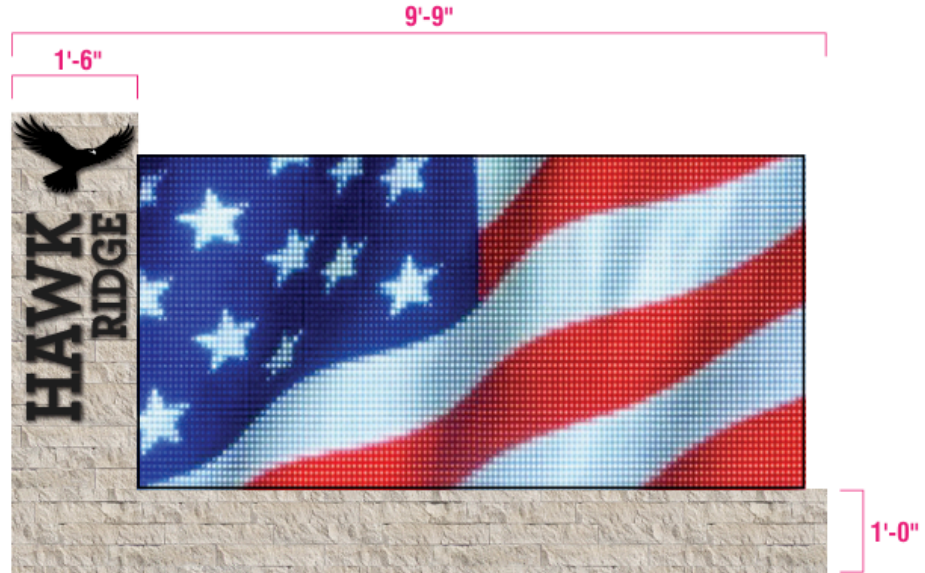
10. Exclusions

- Rock excavation or groundwater removal.
- Landscaping and irrigation restoration.

SIDE VIEW



FRONT/REAR VIEW



Date: 12-23-25	City, State: Raymore, MO	SHEET: 1 OF 3
Client:	Overall Height: 5'-6"	Sean M. McFarland, P.E.
Sign: Hawk Ridge	Wind Speed: 115 mph	McFarland Engineering

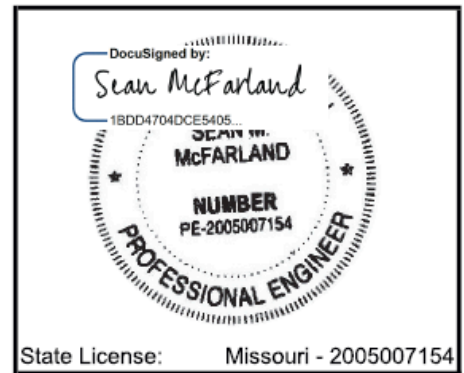
Sign Description	701 Sunset Ln	Table of Contents
# Columns: 2		Content:
ME Job: 73030		Design Loads. 1
	ULTIMATE LOADS	Support Design. 1-2
Height: 5'-6"		General Notes 3
Width: 9'-9"		

Structural Variables and Code Loading Specifications

Cabinet Type:	Miscellaneous	Code:	2018 IBC
Structural Section:	Tube Steel - 46000psi	Wind Speed:	115
Number of Zones:	3	Wind Exposure:	C
		Wind Loads Per ASCE 7-16	

Sign Sections:

Zone	Cabinet Wt. Per Sq. Ft.	Weight	Transition (Y or N)
1	15	12.2 #/FT	
2	25	12.2 #/FT	
3	15	12.2 #/FT	y
4	0		
5	0		
6	0		
7	0		
8	0		



Geometry:

Zone	Top Elevation	Height	* Approx. Width	Pressure	Force	Approx. Weight
1	5.50 FT	0.50 FT	1.50 FT *	26.87 PSF	0.02 K	23 #
2	5.00 FT	4.00 FT	9.50 FT *	26.03 PSF	0.99 K	1,048 #
3	1.00 FT	1.00 FT	9.75 FT *	25.19 PSF	0.25 K	171 #

Total Wind Force = 1.25 K 1,242 #

Date: 12-23-25	City, State: Raymore, MO	SHEET: 2 OF 3
Client:	Overall Height: 5'-6"	Sean M. McFarland, P.E.
Sign: Hawk Ridge	Wind Speed 115 mph	McFarland Engineering

701 Sunset Ln

ME Job: 73030

Moments at Transitions:

Zone	Lateral Force	3 Mom. Arm
1	0.02 K	5.25 FT
2	0.99 K	3.00 FT
3	0.25 K	0.50 FT

3.20 K-FT

Section Properties:	.63 IN^3	.00 IN^3	.00 IN^3	.00 IN^3	.00 IN^3	.00 IN^3
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Structural Sections to be used:

Zone	Option	Tubes Dim.	Wall t.	Weight	Sxx	d/t	Sxx Req'd
3	Tubes	4.00 IN	0.250 IN	12 #/FT	3.86 IN^3	16.00	0.63 IN^3
	Horizontal Tubes	4.00 IN	0.250 IN	12 #/FT	3.86 IN^3	16.00	

Structure Required

# Req'd	Size	Wall Thickness
2	4.00 IN	0.250 IN
2	4.00 IN	0.250 IN

Date: 12-23-25	City, State: Raymore, MO	SHEET: 3 OF 3
Client:	Overall Height: 5'-6"	Sean M. McFarland, P.E.
Sign: Hawk Ridge	Wind Speed 115 mph	McFarland Engineering

701 Sunset Ln

ME Job: 73030

Two Pier Footings

Pier Footing Design:

Select the footing and soil type:

$d = A / 2 * (1 + (1 + (4.36 * h) / A)^{1/2})$	Footing:	Round	▼
where $A = (2.34 * P) / (S1 * b)$	Vert. Soil Bearing (psf):	1500	▼
	Lat. Soil Bearing (psf):	150	▼

Mmax =	1,598 #-FT
Pmax (Lateral) =	627 #
LSBP =	150 PCF
S1 =	361 PCF X d
d =	2.000 FT

A =	2.03 FT^2
h =	2.547 FT
d =	3.601 FT

USE:	2.00 FT. RND X	4.25 FT DEEP PIERS W/ 6" SLAB w/ #4's @ 12" O.C.
		w/ (6) #5's VERTICAL w/ #4's @ 12" O.C.
		(5 Ties Top 12")

Soil Bearing Check:

DLmax =	1,242 LBS
Area of Footing =	3.14 FT^2
Actual SBP =	395 PSF
Allowable SBP =	975 PSF (Includes code allowed 20% increase for every foot of footing below 12" into natural grade.)

395 PSF < 975 PSF THEREFORE OK

General Notes

- Contractor shall verify all dimensions and conditions on job site
- Structural steel pipe shall conform to ASTM A53 grade B type E or S, Fy=35 ksi min.
- Structural steel tube shall conform to ASTM A500 grade B, Fy=46 ksi min.
- Structural steel shapes and plates shall conform to ASTM A36.
- Welding shall conform to AISC specs or local codes and performed by certified welder using arc process E70XX electrodes.
- Isolate Aluminum from Steel
- All bolt holes to be drilled or punched.
- 2500 psi (min) 28-day Concrete Compressive Strength
- All electrical work to conform to the requirements of UL48 and section 600 of NEC.
- UL and Data labels required
- Sign to be a minimum of 6-ft horizontal & 12-ft vertical from high voltage wires.
- If there is no stub pipe to be used in the top cabinet, the supporting member immediately below the stub pipe shown can be extended to the top of the uppermost cabinet.
- All Pipe sizes shown are minimum sizes. Pipe with a larger diameter and/or greater Sxx may be substituted
- All structural lengths required are approximations only. Actual length may vary slightly depending on sign cabinet conditions.

9. ADDITIONAL BIDDING INFORMATION

- 9.1 *Project questions:* All questions regarding the bidding of this project must be submitted to Kim Quade, CPPB, City of Raymore, Purchasing Specialist at (816) 892-3045 or (kquade@raymore.com). **All questions must be received (3) days prior to the bid opening.**
- 9.2 *Pre-Bid Meeting:* **A pre-bid meeting will be held on March 10, 2026 at 11:00 a.m. at Raymore City Hall in the Council Chambers. Attendance at the pre-bid meeting is highly recommended but not required.**
- 9.3 It is the contractor's responsibility to check for posted addendums to the Request for Proposal. Addendums are posted to the City website and QuestCDN.
- 9.4 Project is tax exempt.

CITY OF RAYMORE, MISSOURI
RFP # 26-472-701

Appendix B
General Terms and Conditions

C. *Procedures*

The extent and character of the services to be performed by the Contractor shall be subject to the general control and approval of the Public Works Director or their authorized representative(s) in consultation with the Finance Director. The Contractor shall not comply with requests and/or orders issued by an unauthorized individual. The Public Works Director will designate their authorized representatives in writing. Both the City of Raymore and the Contractor must approve any changes to the contract in writing.

D. *Contract Period*

Award of this contract is anticipated prior to the end of May, 2026.

E. *Insurance*

The Bidder/Contractor shall procure, maintain, and provide proof of insurance coverage for injuries to persons and/or property damage as may arise from or in conjunction with, the work performed on behalf of the City of Raymore by the Bidder/Contractor, its agents, representatives, employees or subcontractors. The City of Raymore shall be named as an additional insured under such insurance contracts (except for Worker's Compensation coverage). All coverage for the City shall be written on a primary basis, without contribution from the City's coverage A Certificate of Insurance will be required within ten calendar days from the date of receipt of the Notice of Award. All policies shall be issued on an occurrence form.

1. General Liability

Commercial General Liability including Product/Completed Operations. The completed operations coverage is to remain in force for three years following the project completion.

Minimum Limits - General Liability:

- \$1,000,000 Each Occurrence Limit
- \$ 100,000 Damage to Rented Premises
- \$ 5,000 Medical Expense Limit
- \$1,000,000 Personal and Advertising Injury
- \$2,000,000 General Aggregate Limit
- \$1,000,000 Products & Completed Operations

2. Excess/Umbrella Liability

\$5,000,000 Each Occurrence

\$5,000,000 Aggregate

3. Automobile Liability

Coverage sufficient to cover all vehicles owned, used, or hired by the Bidder/Contractor, its agents, representatives, employees or subcontractors.

Minimum Limits - Automobile Liability:

\$1,000,000 Combined Single Limit

\$5,000 Medical Expense Limit

4. Workers' Compensation

Limit as required by the Workers' Compensation Act of Missouri, Employers Liability, \$1,000,000 from a single carrier.

F. *Hold Harmless Clause*

The Bidder/Contractor shall, during the term of the contract including any warranty period, indemnify, defend, and hold harmless the City of Raymore, its officials, employees, agents, residents and representatives thereof from all suits, actions, or claims of any kind, including attorney's fees, brought on account of any personal injuries, damages, or violations of rights, sustained by any person or property in consequence of any neglect in safeguarding contract work or on account of any act or omission by the Contractor or his employees, or from any claims or amounts arising from violation of any law, bylaw, ordinance, regulation or decree. The Contractor agrees that this clause shall include claims involving infringement of patent or copyright.

G. *Exemption from Taxes*

The City of Raymore is exempt from state sales tax and federal excise tax. Tax exemption certificates indicating this tax exempt status will be furnished on request, and therefore the City shall not be charged taxes for materials or labor.

H. *Employment Discrimination by Contractors Prohibited/Wages/ Information*

During the performance of a contract, the Contractor shall agree that it will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, or disabilities, except where religion, sex or national origin is a bona fide occupational qualification reasonably necessary to the normal operation of the Contractor; that it will post in conspicuous places, available to employees and applicants for employment, notices setting forth nondiscrimination practices, and that it will state, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, that it is an equal opportunity employer. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient to meet this requirement.

The Contractor will include the provisions of the foregoing paragraphs in every subcontract or purchase order so that the provisions will be binding upon each subcontractor or vendor used by the Contractor.

Contractor agrees to pay all employees involved in this contract the required wages as listed in the prevailing Wage Order 32 for Cass County, Missouri, USA.

I. *Invoicing and Payment*

The Contractor shall submit invoices, in duplicate, for services outlined above in the scope of services. **Certified payroll shall be submitted with each pay request or invoice.** All pay requests will be paid by ACH instead of by check. An ACH form will be provided upon contract.

Invoices shall be based on the following schedule:

At completion of work – 95% of the contract amount with 5% held for retainage – the 5% retainage will be held until acceptance of the project by the Raymore City council, at which time final payment will be made. Payment will be based on actual services rendered and actual costs. All such invoices will be paid within thirty (30) days by the City of Raymore unless any items thereon are questioned, in which event payment will be withheld pending verification of the amount claimed and the validity of the claim. The Bidder/Contractor shall provide complete cooperation during any such investigation.

Third party payment arrangements will not be accepted by the City.

J. *Cancellation*

The City of Raymore reserves the right to cancel and terminate this contract in part or in whole without penalty upon 30 days written notice to the Bidder/Contractor. Any contract cancellation notice shall not relieve the Bidder/Contractor of the obligation to deliver and/or perform on all outstanding orders issued prior to the effective date of cancellation.

K. *Contractual Disputes*

The Contractor shall give written notice to the City of Raymore of its intent to file a claim for money or other relief at the time of the occurrence or the beginning of the work upon which the claim is to be based.

The written claim shall be submitted to the City no later than sixty (60) days after final payment. If the claim is not disposed of by agreement, the City of Raymore shall reduce their decision to writing and mail or otherwise forward a copy thereof to the Contractor within thirty (30) days of receipt of the claim.

City decision shall be final unless the Contractor appeals within thirty (30) days by submitting a written letter of appeal to the Finance Director, or her designee. The Finance Director shall render a decision within sixty (60) days of receipt of the appeal.

L. *Severability*

In the event that any provision of this contract shall be adjudged or decreed to be invalid, such ruling shall not invalidate the entire Agreement but shall pertain only to the provision in question and the remaining provisions shall continue to be valid, binding and in full force and effect.

M. *Applicable Laws*

This contract shall be governed in all respects by federal and state laws. All work performed shall be in compliance with all applicable City of Raymore codes.

N. *Drug/Crime Free Work Place*

Contractor acknowledges and certifies that it understands that the following acts by the contractor, its employees, and/or agents performing services on City of Raymore property are prohibited:

3. The unlawful manufacture, distribution, dispensing, possession or use of alcohol or other drugs; and
4. Any impairment or incapacitation from the use of alcohol or other drugs (except the use of drugs for legitimate medical purposes).
5. Any crimes committed while on City property.

Contractor further acknowledges and certifies that it understands that a violation of these prohibitions constitutes a breach of contract and may result in default action being taken by the City of Raymore in addition to any criminal penalties that may result from such conduct.

O. *Inspection*

At the conclusion of each job order, the Bidder shall demonstrate to the Public Works Director or his authorized representative(s) of the City that the work is fully complete and in compliance with the scope of services. Any deficiencies shall be promptly and permanently corrected by the Bidder/Contractor at the Bidder's/Contractor's sole expense prior to final acceptance of work, and normal warranties shall be issued at point of final acceptance by the City of Raymore.

P. *No Escalation of Fees*

The pricing of services contained in the contract for the selected Contractor shall remain in effect for the duration of the contract. No escalation of fees will be allowed.

Q. *Safety Training*

Bidders are informed that the Project is subject to the requirements of Section 292.675, RSMo, which requires all contractors or subcontractors doing work on the Project to provide, and require its on-site employees to complete, a ten (10) hour course in construction safety and health approved by the Occupational Safety and Health Administration ("OSHA") or a similar program approved by the Missouri Department of Labor and Industrial Relations which is at least as stringent as an approved OSHA program. All on-site employees of a contractor or subcontractor must have certification of successful completion of Required Safety Training within 60 days of project commencing. On-site employees must provide documentation that they have successfully completed the Required Safety Training *within the required time period*. If they cannot do so within 20 days of a request for such documentation, they must be removed from the project and their employers will be subject to penalties as described in the Act.

R. *Prevailing Wage Requirement (Public Projects under \$75,000 are excluded)*

The contract resulting from this solicitation is subject to the State of Missouri Prevailing Wage Law (Cass County Wage Order 32). The Contractor shall include the provisions of this clause in all subcontracts for work to be performed by subcontractors under this contract so that provisions of this clause are binding upon subcontractors.

Not less than the prevailing wage included must be paid to all workers performing work under the contract (section 290.250, RSMo).

The Contractor will forfeit a penalty to the contracting public body of \$100 per day (or portion of a day) for each worker that is paid less than the prevailing rate for any work done under the contract by the Contractor or by any Subcontractor (section 290.250, RSMo).

S. *Permits/Certificates*

Contractor shall be responsible for obtaining all permits/certificates, and for incurring all expenses associated with those items, prior to proceeding with the scope of work and services described in this solicitation. Included in these permits will be the "Occupational License" required of all contractors and sub-contractors doing business within the City limits of Raymore. This permit can be obtained from the office of the City Clerk, 100 Municipal Circle, Raymore, Missouri, 64083.

Certificate copies must be submitted with the RFP, if the project utilizes any of the contractors listed herein; Class A & B Contractors, Electricians, Plumbers and Mechanical Contractors.

CLASS A & B Contractors, Electricians, Plumbers and Mechanical contractors who held a 2012 Raymore Occupational License, must provide proof of at least eight (8) continuing education credits (CEU) related to the trade for which the license was issued within the last year.

CLASS A & B Contractors, Electricians, Plumbers and Mechanical contractors who did not hold a 2012 Raymore Occupational License, must provide a certificate of competency with a passing grade (70% or higher) from a nationally recognized testing institution; OR possess a Contractor's License from a reciprocating city; OR provide proof of a Bachelor's degree in Structural Engineering, Architecture or Construction Science.

T. *Mobilization, Bonds and Insurance*

Mobilization, Bonds, and Insurance will be considered a lump sum item for payment.

Payment shall be made on the following schedule.

Percentage of Contract Completed	Percentage Mobilization Payment
5%	25%
10%	50%
25%	75%
50%	100%

U. *Bid Bond*

A bid bond or certified check from a surety or bank, acceptable to the City Clerk, in an amount equal to, or greater than, 5% of the maximum total bid price must accompany each proposal. Prior acceptability of the proposed surety or bank furnishing the bid security, before the bid date, is recommended. An unacceptable bid security may be cause for rejection of the proposal. No bidder may withdraw his bid for a period of thirty (60) days after the date of opening of bids.

T. *Performance Bond*

The Contractor shall within ten (10) days after the receipt of the notice of award furnish the City with a Performance Bond in penal sum equal to the amount of the contract price, conditioned upon the performance by the Contractor of all undertakings, covenants, terms, conditions and agreements of the contract documents, and upon the prompt payment by the Contractor to all persons supplying labor and materials in the prosecution of the work provided by the contract documents. Such bond shall be executed by the Contractor and a corporate bonding company licensed to transact such business in the State in which the work is to be performed. The expense of this bond shall be borne by the Contractor. If at any time a surety on any such bond is declared as bankrupt or loses its right to do business in the State of Missouri, the Contractor shall within ten (10) days after notice from the City to do so, substitute an acceptable bond in such form and sum and signed by such other surety or sureties as may be satisfactory to the City. The premiums on such bond shall be paid by the

Contractor. No further payments shall be deemed due nor shall be made until the new surety or sureties shall have furnished an acceptable bond to the City.

U. Payment Bond

The Contractor shall within ten (10) days after the receipt of the notice of award furnish the City with a Payment Bond in penal sum equal to the amount of the contract price, conditioned upon the prompt payment by the Contractor to all persons supplying labor and materials in the prosecution of the work provided by the contract documents. Such bond shall be executed by the Contractor and a corporate bonding company licensed to transact such business in the state in which the work is to be performed. The expense of this bond shall be borne by the Contractor. If at any time a surety on any such bond is declared as bankrupt or loses its right to do business in the State of Missouri, the Contractor shall within ten (10) days after notice from the City to do so, substitute an acceptable bond in such form and sum and signed by such other surety or sureties as may be satisfactory to the City. The premiums on such bond shall be paid by the Contractor. No further payments shall be deemed due nor shall be made until the new surety or sureties shall have furnished an acceptable bond to the City.

V. Maintenance Bond

Prior to acceptance of the project by the Raymore City Council, the Contractor shall furnish the Owner with a Maintenance Bond in penal sum equal to an amount of one half (50%) of the contract price and that shall remain in full force and effect for a period of two (2) years from the date of project acceptance by the Raymore City Council. The Maintenance Bond shall guarantee all materials and equipment furnished and work performed shall be free of defects due to faulty materials or workmanship and that the Contractor shall promptly make such corrections as may be necessary by reason of such defects including the repair of any damage to the parts of the system resulting from such defects. The Owner will give notice of observed defects with reasonable promptness. In the event that the Contractor should fail to make such repairs, adjustments, or other work that may be made necessary by such defects, the Owner may do so with all costs, including administration fees, going against the Maintenance Bond. Such bond shall be executed by the Contractor and a corporate bonding company licensed to transact such business in the state in which the work is to be performed. The expense of this bond shall be borne by the Contractor. If at any time a surety on any such bond is declared a bankrupt or loses its right to do business in the State of Missouri, the Contractor shall within ten (10) days after notice from the Owner to do so, substitute an acceptable bond in such form and sum and signed by such other surety or sureties as may be satisfactory to the Owner. The premiums on such bond shall be paid by the Contractor. No further payments shall be deemed due nor shall be made until the new surety or sureties shall have furnished an acceptable bond to the Owner.

W. Rejection of Bids

The City reserves the right to reject any and all bids, to waive technical defects in the bid, and to select the bid deemed most advantageous to the City.

X. Release of Information

Pursuant to 610.021 RSMo, all documents within a request for proposal will become an open record to the public upon a negotiated contract being executed. All documents within a request for bid become open record as soon as the bid is opened. Bidders and proposers should be aware that all documents within a submittal will become open records.

Y. American Products

Pursuant to RSMo 34.353 for Contracts over \$25,000 any manufactured goods or commodities used or supplied in the performance of the Contract or subcontract shall be manufactured or produced in the United States, unless determined to be exempt as provided in the statute.

1. Contractor agrees that any manufactured goods or commodities that are used or supplied in the performance of this Contract or any subcontract hereto shall be manufactured or produced in the United States, unless;
 - a. The manufactured good or commodity used or supplied involves an expenditure of less than twenty-five thousand dollars (\$25,000), or
 - b. The contractor shall provide evidence sufficient for the City to certify in writing that:
 - i. The specified products are not manufactured or produced in the United States in sufficient quantities to meet the agency's requirements, or
 - ii. The specified products cannot be manufactured or produced in the United States within the necessary time in sufficient quantities to meet the agency's requirements.
2. The written certification contemplated by Subsection 1(b) of this Section Y shall;
 - a. Specify the nature of the contract,
 - b. Specify the product being purchased or leased,
 - c. Specify the names and addresses of the United States manufacturers and producers contacted by the City or the project architect or engineer,
 - d. Provide an indication that such manufacturers or producers could not supply sufficient quantities or that the price of the products would increase the cost of the contract by more than ten (10) percent, and
 - e. Such other requirements as may be imposed by Section 34.353 of the revised Statutes of Missouri, as amended.
3. The written certification contemplated by Subsection 1(b) of this Section Y shall be maintained by the City for a period of at least three (3) years.

Z. Affidavit of Work Authorization and Documentation

Pursuant to Section 285.530 RSMo, the bidder must affirm its enrollment and participation in a federal work authorization program with respect to the employees proposed to work in connection with the services requested herein by

- * submitting the attached AFFIDAVIT OF WORK AUTHORIZATION and
- * providing documentation affirming the bidder's enrollment and

participation in a federal work authorization program (see below) with respect to the employees proposed to work in connection with the services requested herein.

E-Verify is an example of a federal work authorization program. Acceptable enrollment and participation documentation consists of the following two pages of the E-Verify Memorandum of Understanding (MOU): 1) a valid, completed copy of the first page identifying the bidder and 2) a valid copy of the signature page completed and signed by the bidder, the Social Security Administration, and the Department of Homeland Security – Verification Division.

PROPOSAL FORM A
RFP 26-472-701

PROPOSAL VALIDITY AND COMMITMENT TO SIGN AGREEMENTS

I (authorized agent) Gaylen Davenport having authority to act on behalf of (Company name) Heartland Sign & Lighting do hereby acknowledge that (Company name) Worldwide Energy, Inc., DBA Heartland Sign & Lighting will be bound by all terms, costs, and conditions of this proposal for a period of 90 days from the date of submission; and commit to sign the Agreements.


FIRM NAME: Worldwide Energy, Inc., DBA Heartland Sign & Lighting

ADDRESS: 14301 W 96th Terrace
Street

ADDRESS: Lenexa Kansas 66215
City State Zip

PHONE: 913-642-7446

E-MAIL: gaylen@heartlandsign.com

DATE: March 17, 2026
(Month-Day-Year)  PRESIDENT
Signature of Officer/Title

DATE: _____
(Month-Day-Year) _____
Signature of Officer/Title

Indicate Minority Ownership Status of Bidder (for statistical purposes only):
Check One:

- MBE (Minority Owned Enterprise)
- WBE (Women Owned Enterprise)
- Small Business

PROPOSAL FORM B

RFP 26-472-701

CONTRACTOR DISCLOSURES

The Contractor submitting this RFP shall answer the following questions with regard to the past five (5) years. If any question is answered in the affirmative, the Firm shall submit an attachment, providing details concerning the matter in question, including applicable dates, locations, names of projects/project owners and circumstances.

1. Has the Firm been debarred, suspended or otherwise prohibited from doing business with any federal, state or local government agency, or private enterprise? Yes ___ No
 2. Has the Firm been denied prequalification, declared non-responsible, or otherwise declared ineligible to submit bids or proposals for work by any federal, state or local government agency, or private enterprise? Yes ___ No
 3. Has the Firm defaulted, been terminated for cause, or otherwise failed to complete any project that it was awarded? Yes ___ No
 4. Has the Firm been assessed or required to pay liquidated damages in connection with work performed on any project? Yes ___ No
 5. Has the Firm had any business or professional license, registration, certificate or certification suspended or revoked? Yes ___ No
 6. Have any liens been filed against the Firm as a result of its failure to pay subcontractors, suppliers, or workers? Yes ___ No
 7. Has the Firm been denied bonding or insurance coverage, or been discontinued by a surety or insurance company? Yes ___ No
 8. Has the Firm been found in violation of any laws, including but not limited to contracting or antitrust laws, tax or licensing laws, labor or employment laws, environmental, health or safety laws? Yes ___ No
- *With respect to workplace safety laws, this statement is limited to willful federal or state safety law violations.*
9. Has the Firm or its owners, officers, directors or managers been the subject of any criminal indictment or criminal investigation concerning any aspect of the Firm's business? Yes ___ No
 10. Has the Firm been the subject to any bankruptcy proceeding? Yes ___ No

Legal Matters

2. Claims, Judgments, Lawsuits: Are there or have there been any claims, judgments, lawsuits or alternative dispute proceedings involving the Firm that involve potential damages of \$10,000 or more in the past 48 months?

Yes No If yes, provide details in an attachment.

3. Complaints, Charges, Investigations: Is the Firm currently or has the firm been the subject of any complaint, investigation or other legal action for alleged violations of law pending before any court or governmental agency within the past 48 months ?

Yes No If yes, provide details in an attachment.

Required Representations

In submitting this RFP, the Firm makes the following representations, which it understands are required as a condition of performing the Contract Work and receiving payment for the same.

1. The Firm will possess all applicable professional and business licenses required for performing work in Raymore, Missouri.
2. The Firm satisfies all bonding and insurance requirements as stipulated in the solicitation for this project.
3. The Firm and all subcontractors that are employed or that may be employed in the execution of the Contract Work shall be in full compliance with the City of Raymore requirements for Workers' Compensation Insurance.
4. If awarded the Contract Work, the Firm represents that it will not exceed its current bonding limitations when the Contract Work is combined with the total aggregate amount of all unfinished work for which the Contractor is responsible.
5. The Firm represents that it has no conflicts of interest with the City of Raymore if awarded the Contract Work, and that any potential conflicts of interest that may arise in the future will be disclosed immediately to the City.
6. The Firm represents the prices offered and other information submitted in connection with its proposal for the Contract Work was arrived at independently without consultation, communication, or agreement with any other offeror or competitor.

7. The Firm will ensure that employees and applicants for employment are not discriminated against because of their race, color, religion, sex or national origin.

PROPOSAL FORM C
RFP 26-472-701

EXPERIENCE / REFERENCES

To be eligible to respond to this RFP, every bidder must be in business for a minimum of one (1) year and must demonstrate that they, or the principals assigned to this Project, have successfully completed services, similar to those specified in the Scope of Service section of this RFP, to at least one customer with a project similar in size and complexity to the City of Raymore. *Please list any Municipalities that you have done work for in the past, not including the City of Raymore.

Please provide a minimum of five references where your firm has performed similar work to what is being requested in the RFP and within the past 36 months. Please include ONLY the following information:

- Company Name
- Mailing Address
- Contact Person/Email
- Telephone Number
- Project Name, Amount and Date completed

COMPANY NAME	City of Leavenworth
ADDRESS	100 N, 5th St, Leavenworth, Kansas, 66048
CONTACT PERSON	Steve Grant
CONTACT EMAIL	SGrant@firstcity.org
TELEPHONE NUMBER	913-651-2203
PROJECT, AMOUNT AND DATE COMPLETED	Stubby Park Digital Sign, \$79,978, January 2020

COMPANY NAME	LaCygne Library
ADDRESS	209 N Broadway St., LaCygne, Kansas, 66040
CONTACT PERSON	Janet Reynolds
CONTACT EMAIL	lacyngelibrary@gmail.com
TELEPHONE NUMBER	913-757-2151
PROJECT, AMOUNT AND DATE COMPLETED	LaCynge Library Digital Sign Upgrade, \$20,636 , 08/06/2024

COMPANY NAME	Price Brothers
ADDRESS	159th Street & Hwy 69, Overland Park, Kansas 66062
CONTACT PERSON	Mark Sherwin
CONTACT EMAIL	marks@pricebrotherskc.com
TELEPHONE NUMBER	913-563-4144
PROJECT, AMOUNT AND DATE COMPLETED	Installation of Bluehawk Digital Board, \$29,500 , 2/15/2024

COMPANY NAME	Lamar Advertising
ADDRESS	7108 E 48th Terrace, Kansas City, MO 64129
CONTACT PERSON	Eric Worden, General Manager / Vice President
CONTACT EMAIL	eworden@lamar.com
TELEPHONE NUMBER	Office: 816-924-5900 , Personal: 417-818-3217
PROJECT, AMOUNT AND DATE COMPLETED	Digital Board Upgrade, \$17,500 , 2/26/2025

COMPANY NAME	Sac and Fox Casino
ADDRESS	Powhattan, Kansas
CONTACT PERSON	Eric Wright, General Manager
CONTACT EMAIL	ewright@sacandfoxcasino.com
TELEPHONE NUMBER	785-467-8000 ext.8621
PROJECT, AMOUNT AND DATE COMPLETED	New monument sign w/12*24' electronic message center, \$450,000 , Oct, 2022

State the number of Years in Business: 19 (+30)

State the current number of personnel on staff: 12

PROPOSAL FORM D

RFP 26-472-701

Proposal of Worldwide Energy, Inc., organized and
(Company Name)
existing under the laws of the State of Kansas, doing business
as Heartland Sign & Lighting (*)

To the City of Raymore, Missouri: In compliance with your Request for Proposal, Bidder hereby proposed and agrees to furnish all labor, tools, materials and supplies to successfully complete all requirements defined in City Project No. 26-472-701 – Recreation Park Video Display Sign.

This work is to be performed in strict accordance with the Plans and Specifications, including addendum number(s) N/A, issued thereto, receipt of which is hereby acknowledged for the following unit prices.

By submission of this Bid, each Bidder certifies, and in the case of a joint bid, each party thereto certifies as to his own organization, that this Bid has been arrived at independently, without consultation, communication or agreement as to any matter relating to this Bid with any other Bidder or with any competitor.


The Bidder hereby agrees to commence work under this contract on or before the date specified in the *Notice to Proceed* and to fully complete the project in accordance with the completion dates specified in the Special Provisions.

Bidder further acknowledges that bidder is the official holder of the "Standard Contract Documents and Technical Specifications & Design Criteria for Utility and Street Construction, City of Raymore, Missouri."

(*) Insert "a corporation, a partnership, or an individual" as applicable.

**BID PROPOSAL FORM E – RFP 26-472-701
CONTINUED**

Company Name Heartland Sign & Lighting

By 
Authorized Person's Signature
Gaylen Davenport

Print or type name and title of signer

Company Address 14301 W 96th Terrace
Lenexa, KS 66215

Phone 913-642-7446

Fax 913-310-0736

Email gaylen@heartlandsign.com

Date 03/17/2026

ADDENDA

Bidder acknowledges receipt of the following addendum:

Addendum No. _____

Addendum No. _____

Addendum No. _____

Addendum No. _____

Addendum No. _____

Addendum No. _____

LATE BIDS CANNOT BE ACCEPTED!

E - VERIFY AFFIDAVIT

(As required by Section 285.530,RSMo)

As used in this Affidavit, the following terms shall have the following meanings:

EMPLOYEE: Any person performing work or service of any kind or character for hire within the State of Missouri.

FEDERAL WORK AUTHORIZATION PROGRAM: Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, under the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603.

KNOWINGLY: A person acts knowingly or with knowledge,
(a) with respect to the person’s conduct or to attendant circumstances when the person is aware of the nature of the person’s conduct or that those circumstances exist; or
(b) with respect to a result of the person’s conduct when the person is aware that the person’s conduct is practically certain to cause that result.

UNAUTHORIZED ALIEN: An alien who does not have the legal right or authorization under federal law to work in the United States, as defined in 8 U.S.C. 1324a(h)(3).

BEFORE ME, the undersigned authority personally appeared _____, who, being duly sworn, states on his oath or affirmation as follows:

Name/Contractor: Gaylen Davenport

Company: Heartland Sign & Lighting

Address: 14301 W 96th Terrace Lenexa, KS 66215

- 1 I am of sound mind and capable of making this Affidavit, and am personally acquainted with the facts stated herein.
- 2 Contractor is enrolled in and participates in a federal work authorization program with respect to the employees working in connection with the following services contracted between Contractor and the City of Raymore: Project # 26-472-701.
- 3 Contractor does not knowingly employ any person who is an unauthorized alien in connection with the contracted services set forth above.

4 Attached hereto is documentation affirming Contractor's enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services.

Heartland Sign & Lighting

Company Name



Signature

Name: Gaylen Davenport

Title: President



STATE OF Kansas COUNTY OF Johnson

Subscribed and sworn to before me this 17 day of March, 2026.

Notary Public: Tori Dial

My Commission Expires: 9/26/29 Commission # 1235732

PLEASE NOTE: Acceptable enrollment and participation documentation consists of the following 2 pages of the E-Verify Memorandum of Understanding:

- 1 A valid, completed copy of the first page identifying the Contractor; and
- 2 A valid copy of the signature page completed and signed by the Contractor, the Social Security Administration, and the Department of Homeland Security -Verification Division.



CITY OF RAYMORE
AGENDA ITEM INFORMATION FORM

DATE: 4/28/2026
SUBMITTED BY: Nathan Musteen DEPARTMENT: Parks and Recreation
ITEM CATEGORY: Action Item

TITLE / ISSUE / REQUEST
Award of Contract - Good Parkway South Trail Design

STRATEGIC PLAN GOAL / STRATEGY
Goal 7.2 - Develop and maintain parks and facilities that sustain a diverse variety of recreational opportunities for the enjoyment of all residents.

FINANCIAL IMPACT
\$89,462.00

PROJECT TIMELINE
Estimated Start Date 6/8/2026 Estimated End Date

STAFF RECOMMENDATION:
Approval

OTHER BOARDS & COMMISSIONS ASSIGNED

- LIST OF REFERENCE DOCUMENTS ATTACHED
- 1. Bill 3034 - Good Parkway Trail Design
 - 2. 26-449-208 Contract - GBA
 - 3. GBA Qualifications

BACKGROUND / JUSTIFICATION
This project is the redesign of the south section of the Good Parkway trail system. Significant portions of the trail are compromised by flooding issues and a low water crossing that no longer functions safely. The project will include relocating portions of the trail and providing a solution to cross the creek while including ADA compliant trail heads.
Six proposals were received and determined responsive. A team of six city staff members from the Parks & Recreation Department, Engineering Department and Development Services Department reviewed all proposals, with George Butler Associates being selected as the best, most responsive proposal. Staff recommends award of contract.

BILL 4034

ORDINANCE

“AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, APPROVING AND AUTHORIZING A CONTRACT WITH GEORGE BUTLER ASSOCIATES, INC. IN THE TOTAL AMOUNT OF \$89,462.00 FOR THE DESIGN AND CONSTRUCTION OVERSIGHT OF THE GOOD PARKWAY SOUTH TRAIL”

WHEREAS, the Parks and Recreation Board has approved the redesign of the south section of the Good Parkway Trail due to flooding and trail deterioration; and,

WHEREAS, the City Council has approved a special obligation bond for the improvements to the parks trail system; and,

WHEREAS, City staff reviewed the qualifications of six firms for the design of the Good Parkway South Trail and found that George Butler Associates, was the best and most responsive proposal submitted.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF RAYMORE, MISSOURI, AS FOLLOWS:

Section 1. The City Manager shall be the authorized representative of the City herein for all instruments identified in Section 5.2(i) of the Charter.

Section 2. The City Manager and the City Clerk are hereby directed and authorized to execute the Agreement for and on behalf of the City of Raymore.

Section 3. The Mayor, the City Clerk and the City Manager are hereby directed and authorized to take the necessary steps under the Agreement to implement its terms.

Section 4. Effective Date. The effective date of approval of this Ordinance shall be coincidental with the Mayor’s signature and attestation by the City Clerk.

Section 5. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

DULY READ THE FIRST TIME THIS 11TH DAY OF MAY, 2026.

BE IT REMEMBERED THAT THE ABOVE ORDINANCE WAS APPROVED AND ADOPTED THIS 8TH DAY OF JUNE, 2026, BY THE FOLLOWING VOTE:

Councilmember Baker
Councilmember Barber

Councilmember Burke III
Councilmember Circo
Councilmember Engert
Councilmember Holman
Councilmember McDonald
Councilmember Roe

ATTEST:

APPROVE:

Erica Hill, City Clerk

Kristofer P. Turnbow, Mayor

Date of Signature



CITY OF RAYMORE
CONTRACT FOR PROFESSIONAL SERVICES

Good Parkway South Trail Improvements

AGREEMENT FOR PROVISION OF THE FOLLOWING SERVICES

Agreement made this 8th day of June, 2026 between George Butler Associates, Inc., an entity organized and existing under the laws of the State of Kansas, with its principal office located at 9801 Renner Blvd., Lenexa KS, 66219, hereafter referred to as the **Consultant**, and The City of Raymore, Missouri, a Charter City organized and existing under the laws of the State of Missouri, with its principal office located at 100 Municipal Circle, Raymore, Missouri, hereafter referred to as the **City**.

This contract and applicable attachments represent the entire understanding and agreement between the parties and no oral, implied, alterations or variations to the contract will be binding on the parties, except to the extent that they are in writing and signed by the parties hereto. This contract shall be binding upon the heirs, successors, administrators, executors and assigns of the parties hereto.

In the event there are any inconsistencies in the provisions of this contract and those contained in the proposal they will be resolved in accordance with the terms of this contract.

This contract is effective as of June 8, 2026, and coincidental with the City Manager's signature and attestation by the City Clerk and shall remain in effect as described within the attachments.

ARTICLE I
THE WORK

Consultant agrees to perform all work and provide all deliverables as specified in and according to the Request for Qualifications/Quote RFQu #26-449-208 Design and the General Terms and Conditions in Appendix B, commonly referred to as Contract Terms and Conditions and according to the Contract Agreement set forth here. Consultant agrees to provide all labor, materials, tools, permits, and/or professional services and perform the contracted work in accordance with all specifications, terms and conditions as set forth within RFQu # 26-449-208 Design

including insurance and termination clauses as needed or required. The work as specified in Appendix A, may commence upon the signing of this contract and scheduling and approval of the City.

ARTICLE II TIME OF COMMENCEMENT AND COMPLETION

The work shall begin upon Council approval and City Manager's signature. The date of substantial completion shall be that date when the project or portions of the project are officially accepted by the Owner through formal action of the City Council for utilization of the project for its intended purpose. The City shall be the sole determiner as to the fulfillment of the work as described.

ARTICLE III CONTRACT SUM AND PAYMENT

The City agrees to pay the Consultant, \$89,462.00 which is "not to exceed" eighty-nine thousand, four hundred and sixty-two dollars for completion of the work, subject to the provisions herein set. The City Manager has the authority for change orders.

ARTICLE IV CONTRACT PAYMENT

The City agrees to pay the Consultant for the completed work as follows:

The Consultant shall provide the City with monthly billings for progress payments as the work is completed. Payment will constitute full and complete payment as per individual invoice and within thirty (30) days of completion and acceptance of the Consultant's work. The City will be the sole judge as to the sufficiency of the work performed. A 5% retainage will be held until acceptance of the project by the Raymore City Council, at which time final payment will be made.

In the event of the Consultant's failure to perform any of his duties as specified in this contract and addendums, or to correct an error within the time stipulation agreed upon by both parties, the City shall have the right to deduct an amount not to exceed twenty-five (25%) per invoice.

Payment shall be made upon receipt of invoices presented in duplicate as outlined in Appendix B.

ARTICLE V INSURANCE REQUIREMENTS

Insurance shall be provided as outlined in the General Terms and Conditions Appendix B to the Contract.

All policies for liability protection, bodily injury, or property damage shall include the City of Raymore as an additional insured as such respects operation under this contract (except for Worker's Compensation and Professional Liability coverage).

Consultant agrees to hold harmless and indemnify the City from any liability for damage, injury or death arising out of the work performance of the contract.

ARTICLE VI RESPONSIBILITIES

The City shall provide all information or services under their control with reasonable promptness and designate a representative to render decisions on behalf of the City and on whose actions and approvals the Consultant may rely.

The Consultant's responsibilities and obligations under this agreement are accepted subject to strikes, outside labor troubles (including strikes or labor troubles affecting vendors or suppliers of Consultant), accidents, transportation delays, floods, fires, or other acts of God, and any other causes of like or different character beyond the control of Consultant. Impossibility of performance by reason of any legislative, executive, or judicial act of any governmental authority shall excuse performance of or delay in performance of this agreement. The City and the Consultant shall agree upon any delay or cancellation of performance and execute an agreement in writing documenting the excuse of performance or delay in performance of this agreement.

Consultant agrees to provide all services necessary to perform and complete the contract as specified. Consultant further agrees to keep and not change Project Manager and Project Team without notification and consent of the City.

Consultant will supervise and direct the work performed, and shall be responsible for his employees. Consultant will also supervise and direct the work performed by sub-Consultants and their employees and be responsible for the work performed by sub-Consultants hired by the Consultant.

Consultant agrees to obtain and maintain, during the term of this contract, the necessary licenses and permits required by federal, state, county and municipal governments to perform the services as required by this contract. Consultant shall bear the cost of any permits which he is obligated to secure. Consultant will also ensure any sub-Consultants hired will obtain the necessary licenses and permits as required.

Consultant agrees to comply with all applicable federal, state, county and municipal laws and regulations, including, but not limited to, affirmative action, equal employment, fair labor standards and all applicable provisions of the Occupational Safety and Health Act of 1970, as amended. Consultant agrees to ensure sub-Consultants and their employees comply with all applicable laws and regulations aforementioned.

Consultant also agrees to be, at all times, in full compliance with any and all applicable federal, state and local laws and regulations as they may change from time to time.

ARTICLE VII TERMINATION OF AGREEMENT

With Cause – If Contractor fails to perform his duties as specified in this contract, the City through its appointed representative shall notify the Contractor to correct any default under the terms of this contract. Such notification may be made in writing, and delivered via regular, certified facsimile or email. If the Contractor fails to correct any default after notification of such default, the City shall have the right to immediately terminate this agreement by giving the Contractor ten (10) days written notice, and delivered via regular, certified facsimile or e-mail.

Without Cause – The City may terminate this agreement at any time by providing sixty (60) days written notice, by certified mail, to the Consultant at the address listed below. In the event this agreement is terminated, the City may hold as a retainer the amount needed to complete the work in accordance with Appendix B specifications.

ARTICLE VIII CONTRACT DISPUTES AND MEDIATION

In case of a dispute, the Contractor and the City shall each appoint a representative, who, together, shall select a third party attorney in good standing and licensed to practice law in Missouri, to mediate the issue. Mediation shall be non-binding unless a written settlement agreement is reached. Costs of mediation shall be split equally between the parties. Failure of the parties to reach a resolution in mediation shall be a prerequisite to filing suit or initiating further action to resolve the dispute. In all cases where work on the project is not complete, the Contractor agrees to carry on with the work and to maintain the progress schedule during any dispute under this Contract unless otherwise mutually agreed in writing by the parties.

ARTICLE IX WARRANTY

Consultant shall, within ten (10) days of written notice from the City, correct any work found to be defective, incorrect or not in accordance with Appendix A specifications.

Consultant warrants that the goods shall be delivered free of the rightful claim of any third person by way of non-payment on the part of the Consultant for any tools and equipment in use or materials used and consumed on City property in completion of this agreement, and if City receives notice of any claim of such infringement, it shall, within ten [10] days, notify Consultant of such claim. If City

fails to forward such notice to Consultant, it shall be deemed to have released Consultant from this warranty as to such claim.

ARTICLE X
AFFIDAVIT of WORK AUTHORIZATION

Pursuant to 285.530 RSMo, the consultant must affirm its enrollment and participation in a federal work authorization program with respect to the employees proposed to work in connection with the services requested herein by

- * submitting the attached AFFIDAVIT OF WORK AUTHORIZATION and
- * providing documentation affirming the bidder's enrollment and participation in a federal work authorization program (see below) with respect to the employees proposed to work in connection with the services requested herein.

E-Verify is an example of a federal work authorization program. Acceptable enrollment and participation documentation consists of the following two pages of the E-Verify Memorandum of Understanding (MOU): 1) a valid, completed copy of the first page identifying the bidder and 2) a valid copy of the signature page completed and signed by the bidder, the Social Security Administration, and the Department of Homeland Security – Verification Division.

ARTICLE XI
ENTIRE AGREEMENT

The parties agree that this constitutes the entire agreement and there are no further items or provisions, either oral or otherwise. Consultant agrees that it has not relied upon any representations of Consultant as to the prospective performance of the goods, but has relied upon its own inspection and investigation of the subject matter.

The parties have executed this agreement at The City of Raymore the day and year first above written.

IN WITNESS WHEREOF, the parties hereunto have executed two (2) counterparts of this agreement the day and year first written above.

SEAL)

THE CITY OF RAYMORE, MISSOURI

By: _____
Jim Feuerborn, City Manager

Attest: _____
Erica Hill, City Clerk

SEAL)

(CONSULTANT'S NAME)

By: _____

Title: _____

Attest: _____

Appendix A

Scope of Services

The actual 'scope of services' will be finalized during negotiations with the selected firm.

Appendix B
General Terms and Conditions

A. *Procedures*

The extent and character of the services to be performed by the Consultant shall be subject to the general control and approval of the Public Works Director in consultation with the Finance Director or their authorized representative (s). The Consultant shall not comply with requests and/or orders issued by any other person. The Finance Director will designate his/her authorized representatives in writing. Both the City of Raymore and the Consultant must approve any changes to the contract in writing.

B. *Contract Period*

Award of this contract is anticipated prior to the end of May/June 2026, with final design and bid specifications completed within 90 days.

C. *Insurance*

The Consultant shall procure, maintain, and provide proof of insurance coverage for injuries to persons and/or property damage as may arise from or in conjunction with the work performed on behalf of the City of Raymore by the Consultant, its agents, representatives, employees or sub consultants. The City of Raymore shall be named as an additional insured under such insurance contracts (except for Worker's Compensation coverage). A Certificate of Insurance will be required within ten calendar days from the date of receipt of the Notice of Award. Claims made on policies must be enforce or that coverage purchased for three (3) years after contract completion date.

1. General Liability

Owners and Protective Liability.

Minimum Limits

General Liability:

\$2,000,000 Each Occurrence Limit

D. *Hold Harmless Clause*

The Consultant shall, during the term of the contract including any warranty period, indemnify, defend, and hold harmless the City of Raymore, its officials, employees, agents, residents and representatives thereof from all suits, actions, or claims of any kind, including attorney's fees, brought on account of any personal injuries, damages, or violations of rights, sustained by any person or property in consequence of any neglect in safeguarding contract work or on account of any act or omission by the Consultant or his employees, or from any claims or amounts arising from violation of any law, bylaw, ordinance, regulation or decree. The vendor agrees that this clause shall include claims involving infringement of patent or copyright.

E. *Exemption from Taxes*

The City of Raymore is exempt from state sales tax and federal excise tax. Tax exemption certificates indicating this tax exempt status will be furnished on request, and therefore the City shall not be charged taxes for materials or labor.

F. *Employment Discrimination by Contractors Prohibited/Wages/ Information*

During the performance of a contract, the Consultant shall agree that it will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, or disabilities, except where religion, sex or national origin is a bona fide occupational qualification reasonably necessary to the normal operation of the Consultant; that it will post in conspicuous places, available to employees and applicants for employment, notices setting forth nondiscrimination practices, and that it will state, in all solicitations or advertisements for employees placed by or on behalf of the Consultant, that it is an equal opportunity employer. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient to meet this requirement.

The Consultant will include the provisions of the foregoing paragraphs in every subcontract or purchase order so that the provisions will be binding upon each sub-consultant or vendor used by the Consultant.

G. *Invoicing and Payment*

The Consultant shall submit invoices, in duplicate, for services outlined above in the scope of services under Appendix A.

H. *Cancellation*

The City of Raymore reserves the right to cancel and terminate this contract in part or in whole without penalty upon 30 days written notice to the Consultant. Any contract cancellation notice shall not relieve the Consultant of the obligation to deliver and/or perform on all outstanding orders issued prior to the effective date of cancellation.

I. *Contractual Disputes*

The Consultant shall give written notice to the City of Raymore of its intent to file a claim for money or other relief at the time of the occurrence or the beginning of the work upon which the claim is to be based.

The written claim shall be submitted to the City no later than sixty (60) days after final payment. If the claim is not disposed of by agreement, the City of Raymore shall reduce their decision to writing and mail or otherwise forward a copy thereof to the Consultant within thirty (30) days of receipt of the claim.

City decision shall be final unless the Consultant appeals within thirty (30) days by submitting a written letter of appeal to the Finance Director, or his designee. The Finance Director shall render a decision within sixty (60) days of receipt of the appeal.

J. *Severability*

In the event that any provision shall be adjudged or decreed to be invalid, such ruling shall not invalidate the entire Agreement but shall pertain only to the provision in question and the remaining provisions shall continue to be valid, binding and in full force and effect.

K. *Applicable Laws*

This contract shall be governed in all respects by federal and state laws. All work performed shall be in compliance with all applicable City of Raymore codes.

L. *Drug/Crime Free Work Place*

The Consultant acknowledges and certifies that it understands that the following acts by the contractor, its employees, and/or agents performing services on City of Raymore property are prohibited:

1. The unlawful manufacture, distribution, dispensing, possession or use of alcohol or other drugs; and
2. Any impairment or incapacitation from the use of alcohol or other drugs (except the use of drugs for legitimate medical purposes).
3. Any crimes committed while on City property.

The Consultant further acknowledges and certifies that it understands that a violation of these prohibitions constitutes a breach of contract and may result in default action being taken by the City of Raymore in addition to any criminal penalties that may result from such conduct.

M. *Inspection*

At the conclusion of each job order, the Consultant shall demonstrate to the Public Works Director or his authorized representative(s) of the City that the work is fully complete and in compliance with the scope of services. Any deficiencies shall be promptly and permanently corrected by the Consultant at the Consultant's sole expense prior to final acceptance of work, and normal warranties shall be issued at point of final acceptance by the City of Raymore.

N. *No Escalation of Fees*

The pricing of services contained in the contract for the selected Consultant shall remain in effect for the duration of the contract. No escalation of fees will be allowed.

O. *Permits*

The successful Consultant shall be responsible for obtaining all permits, and for incurring all expenses associated with those permits, prior to proceeding with the scope of work and services described in this solicitation. Included in these permits will be the "Business License" required of all vendors doing business within the City limits of Raymore (unless otherwise directed by the City Clerk). This permit can be obtained from the office of the City Clerk, 100 Municipal Circle, Raymore, Missouri, 64083.

P. *Release of Information*

Pursuant to 610.021 RSMo, all documents within a request for proposal will become open record to the public upon a negotiated contract being executed. All documents within a request for bid become open records as soon as the bid is opened. Bidders and proposers should be aware that all documents within a submittal will become open records.

Q. *Rejection of Bids*

The City reserves the right to reject any and all bids, to waive technical defects in the bid, and to select the bid deemed most advantageous to the City.

R. *Affidavit of Work Authorization and Documentation:*

Pursuant to 285.530 RSMo, the consultant must affirm its enrollment and participation in a federal work authorization program with respect to the employees proposed to work in connection with the services requested herein by

- * submitting the attached AFFIDAVIT OF WORK AUTHORIZATION and
- * providing documentation affirming the bidder's enrollment and participation in a federal work authorization program (see below) with respect to the employees proposed to work in connection with the services requested herein.

E-Verify is an example of a federal work authorization program. Acceptable enrollment and participation documentation consists of the following two pages of the E-Verify Memorandum of Understanding (MOU): 1) a valid, completed copy of the first page identifying the bidder and 2) a valid copy of the signature page completed and signed by the bidder, the Social Security Administration, and the Department of Homeland Security – Verification Division.

QUALIFICATION FORM A

PROPOSAL VALIDITY AND COMMITMENT TO SIGN AGREEMENTS

I (authorized agent) Jim Schuessler having authority to act on behalf of (Company name) George Butler Associates, Inc. do hereby acknowledge that (Company name) George Butler Associates, Inc. will be bound by all terms, costs, and conditions of this proposal for a period 90 days from the date of submission; and commit to sign the Agreements.


FIRM NAME: George Butler Associates, Inc.

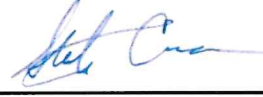
ADDRESS: 9801 Renner BLVD
Street

ADDRESS: Lenexa KS 66219
City State Zip

PHONE: 913.492.0400

E-MAIL: _____

DATE: 04/14/2026  Associate
(Month-Day-Year) Signature of Officer/Title

DATE: 04/14/2026  Vice President
(Month-Day-Year) Signature of Officer/Title

**Indicate Minority Ownership Status of Bidder (for statistical purposes only):
Check One:**

- MBE (Minority Owned Enterprise)**
- WBE (Women Owned Enterprise)**
- Small Business**

QUALIFICATION FORM B

DISCLOSURES

The Consultant submitting this RFQu shall answer the following questions with regard to the past five (5) years. If any question is answered in the affirmative, the Firm shall submit an attachment, providing details concerning the matter in question, including applicable dates, locations, names of projects/project owners and circumstances.

1. Has the Firm been debarred, suspended or otherwise prohibited from doing business with any federal, state or local government agency, or private enterprise? Yes ___ No X
2. Has the Firm been denied prequalification, declared non-responsible, or otherwise declared ineligible to submit bids or proposals for work by any federal, state or local government agency, or private enterprise? Yes ___ No X
3. Has the Firm defaulted, been terminated for cause, or otherwise failed to complete any project that it was awarded? Yes ___ No X
4. Has the Firm been assessed or required to pay liquidated damages in connection with work performed on any project? Yes ___ No X
5. Has the Firm had any business or professional license, registration, certificate or certification suspended or revoked? Yes ___ No X
6. Have any liens been filed against the Firm as a result of its failure to pay subcontractors, suppliers, or workers? Yes ___ No X
7. Has the Firm been denied bonding or insurance coverage, or been discontinued by a surety or insurance company? Yes ___ No X
8. Has the Firm been found in violation of any laws, including but not limited to contracting or antitrust laws, tax or licensing laws, labor or employment laws, environmental, health or safety laws? Yes ___ No X

**With respect to workplace safety laws, this statement is limited to willful federal or state safety law violations.*
9. Has the Firm or its owners, officers, directors or managers been the subject of any criminal indictment or criminal investigation concerning any aspect of the Firm's business? Yes ___ No X
10. Has the Firm been the subject to any bankruptcy proceeding? Yes ___ No X

Legal Matters

7. Claims, Judgments, Lawsuits: Are there or have there been any claims, judgments, lawsuits or alternative dispute proceedings involving the Firm in the past 48 months?

Yes No If yes, provide details in an attachment.

8. Complaints, Charges, Investigations: Is the Firm currently or has the firm been the subject of any complaint, investigation or other legal action for alleged violations of law pending before any court or governmental agency within the past 48 months ?

Yes No If yes, provide details in an attachment.

Required Representations

In submitting this RFQu, the Firm makes the following representations, which it understands are required as a condition of performing the Contract Work and receiving payment for the same.

1. The Firm possesses all applicable professional and business licenses required for performing work in Raymore, Missouri.
2. The Firm satisfies all bonding and insurance requirements as stipulated in the solicitation for this project.
3. The Firm and all subcontractors that are employed or that may be employed in execution of the Contract Work shall be in full compliance with the City of Raymore requirements for Workers' Compensation Insurance.
4. If awarded the Contract Work, the Firm represents that it will not exceed its current bonding limitations when the Contract Work is combined with the total aggregate amount of all unfinished work for which the Consultant is responsible.
5. The Firm represents that it has no conflicts of interests with the City of Raymore if awarded the Contract Work, and that any potential conflicts of interest that may arise in the future will be disclosed immediately to the City.
6. The Firm represents the prices offered and other information submitted in connection with its proposal for the Contract Work were arrived at independently without consultation, communication, or agreement with any other offeror or competitor.
7. The Firm will ensure that employees and applicants for employment are not discriminated against because of their race, color, religion, sex or national origin.

QUALIFICATION FORM C
RFQu 26-449-208 Design

EXPERIENCE / REFERENCES

Please provide a minimum of five references where your firm has performed similar work to what is being requested in the RFQu and within the past 12 months. Please include ONLY the following information:

- Company Name
- Mailing Address
- Contact Person/Email
- Telephone Number
- Project Name, Amount and Date completed

*Please list any Municipalities that you have done work for in the past 48 months.

COMPANY NAME	GBA
ADDRESS	Riverwalk and Katy Trail in St. Charles, MO
CONTACT PERSON	Jonathan Silver
CONTACT EMAIL	jonathan.silver@stcharlescitymo.gov
TELEPHONE NUMBER	636.949.3241
PROJECT, AMOUNT AND DATE COMPLETED	\$731,916 (design cost) Under Construction (complete in 2026)

COMPANY NAME	GBA
ADDRESS	300 S Main St, Kansas City, MO 64152
CONTACT PERSON	Brittanie Propes
CONTACT EMAIL	bpropoes@parkvillemo.gov
TELEPHONE NUMBER	816.401.0167
PROJECT, AMOUNT AND DATE COMPLETED	\$72K (design cost) Ongoing (complete in 2026)

COMPANY NAME	GBA
ADDRESS	11125 Johnson Dr, Shawnee, KS 66203
CONTACT PERSON	Lauren Grashoff
CONTACT EMAIL	lgrashoff@cityofshawnee.org
TELEPHONE NUMBER	913.742.6230
PROJECT, AMOUNT AND DATE COMPLETED	\$700k Completed in July 2025

COMPANY NAME	GBA
ADDRESS	901 Van Brunt Blvd, Kansas City, MO 64127
CONTACT PERSON	Chris Cotten
CONTACT EMAIL	Christopher.Cotten@kcmo.org
TELEPHONE NUMBER	816.513.7500
PROJECT, AMOUNT AND DATE COMPLETED	\$3M Completed in June 2025

COMPANY NAME	GBA
ADDRESS	City of Kearney, MO
CONTACT PERSON	Shelie Daniel
CONTACT EMAIL	sdaniel@kearneymo.us
TELEPHONE NUMBER	816.628.4142
PROJECT, AMOUNT AND DATE COMPLETED	\$99k (design cost) Ongoing (complete in 2026)

State the number of Years in Business: 57 years

State the current number of personnel on staff: 604

AFFIDAVIT

(as required by Section 285.530, Revised Statutes of Missouri)

As used in this Affidavit, the following terms shall have the following meanings:

EMPLOYEE: Any person performing work or service of any kind or character for hire within the State of Missouri.

FEDERAL WORK AUTHORIZATION PROGRAM: Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, under the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603.

KNOWINGLY: A person acts knowingly or with knowledge,

(a) with respect to the person’s conduct or to attendant circumstances when the person is aware of the nature of the person’s conduct or that those circumstances exist; or

(b) with respect to a result of the person’s conduct when the person is aware that the person’s conduct is practically certain to cause that result.

UNAUTHORIZED ALIEN: An alien who does not have the legal right or authorization under federal law to work in the United States, as defined in 8 U.S.C. 1324a(h)(3).

BEFORE ME, the undersigned authority, personally appeared Laurie Cybulski, who, being duly sworn, states on his oath or affirmation as follows:

Name/Consultant: Laurie Cybulski, Director of Human Resources

Company: GBA GEORGE BUTLER ASSOCIATES, INC.

Address: 9801 Renner Blvd, Lenexa, KS 66219

- 1 I am of sound mind and capable of making this Affidavit, and am personally acquainted with the facts stated herein.
- 2 Consultant is enrolled in and participates in a federal work authorization program with respect to the employees working in connection with the following services contracted between Contractor and the City of Raymore: Project #26-449-208

- Design
- 3 Consultant does not knowingly employ any person who is an unauthorized alien in connection with the contracted services set forth above.
 - 4 Attached hereto is documentation affirming Consultant's enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services.

(Company Name) GEORGE BUTLER ASSOCIATES, Inc.

Laurie Cybulski

 Signature

Name: Laurie Cybulski

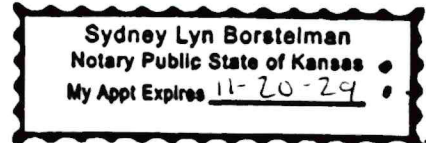
Title: Director of Human Resources

Subscribed and sworn to before me this 14 day of April, 2026.

STATE OF KANSAS COUNTY OF JOHNSON

Notary Public: Sydney Borstelman

My Commission Expires: 11-20-29



Sydney Borstelman

PLEASE NOTE: Acceptable enrollment and participation documentation consists of the following 2 pages of the E-Verify Memorandum of Understanding:

- 1 A valid, completed copy of the first page identifying the Consultant; and
- 2 A valid copy of the signature page completed and signed by the Consultant, the Social Security Administration, and the Department of Homeland Security -Verification Division.

Company ID Number: 168705

Approved by:

Employer George Butler Associates, Inc.	
Name (Please Type or Print) Michelle Beretta	Title
Signature Electronically Signed	Date 12/04/2008
Department of Homeland Security – Verification Division	
Name (Please Type or Print) USCIS Verification Division	Title
Signature Electronically Signed	Date 12/04/2008

Company ID Number: 168705

Information Required for the E-Verify Program

Information relating to your Company:

Company Name	George Butler Associates, Inc.
Company Facility Address	9801 Renner Blvd. Lenexa, KS 66219
Company Alternate Address	
County or Parish	JOHNSON
Employer Identification Number	430919641
North American Industry Classification Systems Code	541
Parent Company	George Butler Associates, Inc.
Number of Employees	100 to 499
Number of Sites Verified for	7

Company ID Number: 168705

Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State:

COLORADO	1 site(s)
ILLINOIS	1 site(s)
KANSAS	1 site(s)
MISSOURI	2 site(s)
NEBRASKA	1 site(s)
TEXAS	1 site(s)

Company ID Number: 168705

Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:

Name Wendee Woodson
Phone Number (913) 577 - 8230
Fax Number (913) 577 - 8306
Email Address wwoodson@gbateam.com

Name Laurie L Cybulski
Phone Number (913) 577 - 8358
Fax Number (913) 577 - 8306
Email Address lcybulski@gbateam.com

Company ID Number: 168705

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QUOTE FORM D

Fee

Cost, complete to provide professional services as outlined in RFQu # 26-449-208 Design.

Total Cost: \$ 89,462

George Butler Associates, Inc
COMPANY NAME

Please submit 'Quote Form D' in a separate sealed envelope labeled:

Form D - Quote
RFQu: 26-449-208 Design
Good Parkway South Trail Improvements
Firm Name



MISCELLANEOUS ITEMS

- *Financial Report - As of March 31, 2026*
- *Work Session Notes - February 24, 2026*

DEPARTMENT HEAD REPORT - UNAUDITED

AS OF: MARCH 31ST, 2026

25 -PARK FUND
FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>									
<u>NON-DEPARTMENTAL</u>									
TRANSFERS - INTERFUND	0.00	0.00	0.00	16,200.00	0.00	16,200.00	0.00	0.00	100.00
TOTAL NON-DEPARTMENTAL	0.00	0.00	0.00	16,200.00	0.00	16,200.00	0.00	0.00	100.00
<u>PARKS DIVISION</u>									
PROPERTY TAXES	0.00	0.00	0.00	555,127.00	4,850.91	536,652.68	0.00	18,474.32	96.67
MISCELLANEOUS	0.00	0.00	0.00	40,652.00	7,563.49	14,821.71	0.00	25,830.29	36.46
FACILITY RENTAL REVENUE	0.00	0.00	0.00	22,615.00	1,167.50	1,917.50	0.00	20,697.50	8.48
TRANSFERS - INTERFUND	0.00	0.00	0.00	825,000.00	68,750.00	343,750.00	0.00	481,250.00	41.67
TOTAL PARKS DIVISION	0.00	0.00	0.00	1,443,394.00	82,331.90	897,141.89	0.00	546,252.11	62.16
<u>RECREATION DIVISION</u>									
CONCESSION REVENUE	0.00	0.00	0.00	52,000.00	1,237.00	1,387.50	0.00	50,612.50	2.67
FACILITY RENTAL REVENUE	0.00	0.00	0.00	20,320.00	965.00	5,085.00	0.00	15,235.00	25.02
PROGRAM REVENUE	0.00	0.00	0.00	311,275.00	24,440.00	132,611.52 (170.00)	178,833.48	42.55
TOTAL RECREATION DIVISION	0.00	0.00	0.00	383,595.00	26,642.00	139,084.02 (170.00)	244,680.98	36.21
<u>CENTERVIEW</u>									
FACILITY RENTAL REVENUE	0.00	0.00	0.00	82,950.00	6,728.75	26,661.36	0.00	56,288.64	32.14
PROGRAM REVENUE	0.00	0.00	0.00	13,850.00	2,545.00	5,725.00	0.00	8,125.00	41.34
TOTAL CENTERVIEW	0.00	0.00	0.00	96,800.00	9,273.75	32,386.36	0.00	64,413.64	33.46
<u>RAYMORE ACTIVITY CENTER</u>									
MISCELLANEOUS	0.00	0.00	0.00	11,600.00	1,148.00	6,743.00	0.00	4,857.00	58.13
CONCESSION REVENUE	0.00	0.00	0.00	5,900.00	319.50	2,961.00	0.00	2,939.00	50.19
FACILITY RENTAL REVENUE	0.00	0.00	0.00	42,575.00	6,397.50	20,417.50	0.00	22,157.50	47.96
PROGRAM REVENUE	0.00	0.00	0.00	244,845.00	6,197.00	39,024.00	0.00	205,821.00	15.94
TOTAL RAYMORE ACTIVITY CENTER	0.00	0.00	0.00	304,920.00	14,062.00	69,145.50	0.00	235,774.50	22.68
TOTAL REVENUES	0.00	0.00	0.00	2,244,909.00	132,309.65	1,153,957.77 (170.00)	1,091,121.23	51.40
<u>EXPENDITURE SUMMARY</u>									
PARKS DIVISION	10,499.12	0.00	10,499.12	1,266,979.49	87,751.43	485,957.90	18,343.40	762,678.19	39.80
RECREATION DIVISION	0.00	0.00	0.00	432,460.50	36,505.40	145,076.26	10,990.05	276,394.19	36.09
CENTERVIEW	0.00	0.00	0.00	116,533.96	8,507.76	45,727.34	4,693.95	66,112.67	43.27
RAYMORE ACTIVITY CENTER	0.00	0.00	0.00	299,385.54	24,099.34	140,993.15	2,485.12	155,907.27	47.92
TOTAL EXPENDITURES	10,499.12	0.00	10,499.12	2,115,359.49	156,863.93	817,754.65	36,512.52	1,261,092.32	40.38
REVENUES OVER/(UNDER) EXPENDITURES	(10,499.12)	0.00 (10,499.12)	129,549.51 (24,554.28)	336,203.12 (36,682.52)	(169,971.09)	231.20

DEPARTMENT HEAD REPORT - UNAUDITED

AS OF: MARCH 31ST, 2026

25 -PARK FUND

REVENUES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
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NON-DEPARTMENTAL

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MISCELLANEOUS

TRANSFERS - INTERFUND

00-4901-0000 TRANSFER FROM GENRAL FUND	0.00	0.00	0.00	16,200.00	0.00	16,200.00	0.00	0.00	100.00
TOTAL TRANSFERS - INTERFUND	0.00	0.00	0.00	16,200.00	0.00	16,200.00	0.00	0.00	100.00
TOTAL NON-DEPARTMENTAL	0.00	0.00	0.00	16,200.00	0.00	16,200.00	0.00	0.00	100.00

PARKS DIVISION

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PROPERTY TAXES

25-4010-0000 REAL ESTATE PROPERTY TAX	0.00	0.00	0.00	469,662.00	1,313.66	454,356.63	0.00	15,305.37	96.74
25-4020-0000 PERSONAL PROPERTY TAX	0.00	0.00	0.00	85,465.00	3,537.25	82,296.05	0.00	3,168.95	96.29
TOTAL PROPERTY TAXES	0.00	0.00	0.00	555,127.00	4,850.91	536,652.68	0.00	18,474.32	96.67

MISCELLANEOUS

25-4340-0000 REFUNDS & REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	342.19	0.00	(342.19)	0.00
25-4350-0000 INTEREST REVENUE	0.00	0.00	0.00	40,652.00	7,563.49	14,479.52	0.00	26,172.48	35.62
TOTAL MISCELLANEOUS	0.00	0.00	0.00	40,652.00	7,563.49	14,821.71	0.00	25,830.29	36.46

FACILITY RENTAL REVENUE

25-4710-0000 PARK RENTAL FEES	0.00	0.00	0.00	22,615.00	1,167.50	1,917.50	0.00	20,697.50	8.48
TOTAL FACILITY RENTAL REVENUE	0.00	0.00	0.00	22,615.00	1,167.50	1,917.50	0.00	20,697.50	8.48

TRANSFERS - INTERFUND

25-4901-0000 TRANSFER FROM GENERAL FUN	0.00	0.00	0.00	100,000.00	8,333.33	41,666.65	0.00	58,333.35	41.67
25-4947-0000 TRANSFER FROM PARK SALES	0.00	0.00	0.00	725,000.00	60,416.67	302,083.35	0.00	422,916.65	41.67
TOTAL TRANSFERS - INTERFUND	0.00	0.00	0.00	825,000.00	68,750.00	343,750.00	0.00	481,250.00	41.67
TOTAL PARKS DIVISION	0.00	0.00	0.00	1,443,394.00	82,331.90	897,141.89	0.00	546,252.11	62.16

RECREATION DIVISION

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PROPERTY TAXES

MISCELLANEOUS

CONCESSION REVENUE

26-4700-0000 CONCESSION	0.00	0.00	0.00	52,000.00	1,237.00	1,387.50	0.00	50,612.50	2.67
TOTAL CONCESSION REVENUE	0.00	0.00	0.00	52,000.00	1,237.00	1,387.50	0.00	50,612.50	2.67

DEPARTMENT HEAD REPORT - UNAUDITED

AS OF: MARCH 31ST, 2026

25 -PARK FUND

REVENUES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>FACILITY RENTAL REVENUE</u>									
26-4710-0000 RENTAL FEES	0.00	0.00	0.00	20,320.00	965.00	5,085.00	0.00	15,235.00	25.02
TOTAL FACILITY RENTAL REVENUE	0.00	0.00	0.00	20,320.00	965.00	5,085.00	0.00	15,235.00	25.02
<u>PROGRAM REVENUE</u>									
26-4715-1600 PROGRAM - LEAGUE MISC	0.00	0.00	0.00	55,300.00	1,630.00	31,402.00	0.00	23,898.00	56.78
26-4715-1610 PROGRAM - BASEBALL/SOFTBA	0.00	0.00	0.00	102,800.00	16,510.00	45,012.00	(95.00)	57,883.00	43.69
26-4715-1615 PROGRAM - BASKETBALL	0.00	0.00	0.00	0.00	0.00	(105.00)	0.00	105.00	0.00
26-4715-1620 PROGRAM - SOCCER	0.00	0.00	0.00	87,600.00	1,730.00	40,477.00	(75.00)	47,198.00	46.12
26-4715-1625 PROGRAM - ADULT SOFTBALL	0.00	0.00	0.00	9,000.00	300.00	650.00	0.00	8,350.00	7.22
26-4715-1630 PROGRAM - MISC	0.00	0.00	0.00	4,050.00	60.00	60.00	0.00	3,990.00	1.48
26-4715-1635 PROGRAM - INSTRUCTIONAL	0.00	0.00	0.00	4,650.00	360.00	960.00	0.00	3,690.00	20.65
26-4715-1640 PROGRAM - TINY SPORTS	0.00	0.00	0.00	21,800.00	2,150.00	10,310.00	0.00	11,490.00	47.29
26-4720-0000 SPECIAL EVENT CONTRIBUTIO	0.00	0.00	0.00	26,075.00	1,700.00	3,845.52	0.00	22,229.48	14.75
TOTAL PROGRAM REVENUE	0.00	0.00	0.00	311,275.00	24,440.00	132,611.52	(170.00)	178,833.48	42.55
TOTAL RECREATION DIVISION	0.00	0.00	0.00	383,595.00	26,642.00	139,084.02	(170.00)	244,680.98	36.21

CENTERVIEW

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MISCELLANEOUS

<u>FACILITY RENTAL REVENUE</u>									
27-4710-0000 RENTAL FEES	0.00	0.00	0.00	82,950.00	6,728.75	26,661.36	0.00	56,288.64	32.14
TOTAL FACILITY RENTAL REVENUE	0.00	0.00	0.00	82,950.00	6,728.75	26,661.36	0.00	56,288.64	32.14
<u>PROGRAM REVENUE</u>									
27-4715-1600 PROGRAMS-MISC	0.00	0.00	0.00	13,850.00	2,545.00	5,725.00	0.00	8,125.00	41.34
TOTAL PROGRAM REVENUE	0.00	0.00	0.00	13,850.00	2,545.00	5,725.00	0.00	8,125.00	41.34
TOTAL CENTERVIEW	0.00	0.00	0.00	96,800.00	9,273.75	32,386.36	0.00	64,413.64	33.46

RAYMORE ACTIVITY CENTER

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MISCELLANEOUS

28-4370-0000 MISCELLANEOUS REVENUE	0.00	0.00	0.00	11,600.00	1,148.00	6,743.00	0.00	4,857.00	58.13
TOTAL MISCELLANEOUS	0.00	0.00	0.00	11,600.00	1,148.00	6,743.00	0.00	4,857.00	58.13
<u>CONCESSION REVENUE</u>									
28-4700-0000 CONCESSION	0.00	0.00	0.00	5,900.00	319.50	2,961.00	0.00	2,939.00	50.19
TOTAL CONCESSION REVENUE	0.00	0.00	0.00	5,900.00	319.50	2,961.00	0.00	2,939.00	50.19

DEPARTMENT HEAD REPORT - UNAUDITED

AS OF: MARCH 31ST, 2026

25 -PARK FUND

REVENUES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>FACILITY RENTAL REVENUE</u>									
28-4710-0000 RENTAL FEES	0.00	0.00	0.00	42,575.00	6,397.50	20,417.50	0.00	22,157.50	47.96
TOTAL FACILITY RENTAL REVENUE	0.00	0.00	0.00	42,575.00	6,397.50	20,417.50	0.00	22,157.50	47.96
<u>PROGRAM REVENUE</u>									
28-4715-1600 PROGRAM - LEAGUE MISC	0.00	0.00	0.00	47,175.00	490.00	22,768.00	0.00	24,407.00	48.26
28-4715-1605 PROGRAM - DAY CAMPS	0.00	0.00	0.00	116,300.00	4,180.00	4,180.00	0.00	112,120.00	3.59
28-4715-1615 PROGRAM - BASKETBALL	0.00	0.00	0.00	55,000.00	406.00	3,741.00	0.00	51,259.00	6.80
28-4715-1630 PROGRAM - MISCELLANEOUS	0.00	0.00	0.00	7,700.00	70.00	3,615.00	0.00	4,085.00	46.95
28-4715-1645 PROGRAM - FITNESS	0.00	0.00	0.00	11,910.00	481.00	2,545.00	0.00	9,365.00	21.37
28-4715-1650 PROGRAM - ADULT VOLLEYBAL	0.00	0.00	0.00	4,160.00	540.00	2,145.00	0.00	2,015.00	51.56
28-4715-1655 PROGRAM - ADULT BASKETBAL	0.00	0.00	0.00	2,600.00	30.00	30.00	0.00	2,570.00	1.15
TOTAL PROGRAM REVENUE	0.00	0.00	0.00	244,845.00	6,197.00	39,024.00	0.00	205,821.00	15.94
TOTAL RAYMORE ACTIVITY CENTER	0.00	0.00	0.00	304,920.00	14,062.00	69,145.50	0.00	235,774.50	22.68

DEPARTMENT HEAD REPORT - UNAUDITED

AS OF: MARCH 31ST, 2026

25 -PARK FUND

PARKS DIVISION

DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
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PERSONNEL

25-5010-0000 SALARIES/WAGES	0.00	0.00	0.00	604,562.00	43,879.38	251,653.90	0.00	352,908.10	41.63
25-5020-0000 FICA	0.00	0.00	0.00	47,926.00	3,213.54	19,028.97	0.00	28,897.03	39.70
25-5030-0000 UNEMPLOYMENT	0.00	0.00	0.00	480.00	0.00	0.00	0.00	480.00	0.00
25-5040-0000 GROUP INSURANCE	0.00	0.00	0.00	134,268.00	10,748.88	53,741.17	0.00	80,526.83	40.03
25-5045-0000 LAGERS	0.00	0.00	0.00	90,076.00	6,658.17	37,591.73	0.00	52,484.27	41.73
25-5050-0000 OVERTIME	0.00	0.00	0.00	21,918.00	214.48	7,173.28	0.00	14,744.72	32.73
25-5060-0000 WORKERS COMP	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>7,816.00</u>	<u>649.58</u>	<u>3,247.90</u>	<u>0.00</u>	<u>4,568.10</u>	<u>41.55</u>
TOTAL PERSONNEL	0.00	0.00	0.00	907,046.00	65,364.03	372,436.95	0.00	534,609.05	41.06

COMMODITIES

25-6065-1250 EQUIPMENT & FIXTURES-PARK	8,080.00	0.00	8,080.00	15,300.00	0.00	0.00	3,383.00	11,917.00	22.11
25-6070-1250 FUEL/OIL	0.00	0.00	0.00	12,080.00	471.32	1,382.97	543.35	10,153.68	15.95
25-6150-1010 OFFICE SUPPLIES	0.00	0.00	0.00	300.00	113.83	119.52	0.00	180.48	39.84
25-6260-1250 TOOLS/EQUIPMENT	0.00	0.00	0.00	750.00	0.00	0.00	0.00	750.00	0.00
25-6270-1010 UNIFORMS	0.00	0.00	0.00	270.00	0.00	466.25	0.00	(196.25)	172.69
25-6270-1250 UNIFORMS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>6,572.50</u>	<u>169.94</u>	<u>3,392.88</u>	<u>169.99</u>	<u>3,009.63</u>	<u>54.21</u>
TOTAL COMMODITIES	8,080.00	0.00	8,080.00	35,272.50	755.09	5,361.62	4,096.34	25,814.54	26.81

MAINTENANCE & REPAIRS

25-6400-1250 BUILDING MAINTENANCE	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
25-6410-1250 EQUIPMENT MAINTENANCE	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
25-6430-1025 GROUNDS MAINT-VANDALISM	2,419.12	0.00	2,419.12	0.00	0.00	0.00	0.00	0.00	0.00
25-6430-1250 GROUNDS MAINTENANCE	0.00	0.00	0.00	43,500.00	5,852.72	13,665.27	6,275.11	23,559.62	45.84
25-6430-1255 GROUNDS MAINT-TREES	0.00	0.00	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00
25-6490-1010 VEHICLE MAINTENANCE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,850.00</u>	<u>0.00</u>	<u>20.95</u>	<u>0.00</u>	<u>4,829.05</u>	<u>0.43</u>
TOTAL MAINTENANCE & REPAIRS	2,419.12	0.00	2,419.12	55,350.00	5,852.72	13,686.22	6,275.11	35,388.67	36.06

UTILITIES

25-6800-1010 ELECTRICITY	0.00	0.00	0.00	51,300.00	5,074.68	23,829.77	0.00	27,470.23	46.45
25-6810-1010 WATER	0.00	0.00	0.00	200.00	0.00	38.21	0.00	161.79	19.11
25-6850-1010 TRASH	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>6,000.00</u>	<u>0.00</u>	<u>970.00</u>	<u>0.00</u>	<u>5,030.00</u>	<u>16.17</u>
TOTAL UTILITIES	0.00	0.00	0.00	57,500.00	5,074.68	24,837.98	0.00	32,662.02	43.20

CONTRACTUAL

25-7090-1010 ED/TRAIN/SEMINAR	0.00	0.00	0.00	4,600.00	325.00	325.00	0.00	4,275.00	7.07
25-7090-1255 EDUCATION/TRAINING/SEMINA	0.00	0.00	0.00	1,240.00	0.00	546.00	54.95	639.05	48.46
25-7140-1250 EQUIPMENT RENTAL	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
25-7150-1010 VEHICLE LEASES	0.00	0.00	0.00	46,451.60	3,850.06	19,343.14	0.00	27,108.46	41.64
25-7180-1010 INSURANCE	0.00	0.00	0.00	26,031.39	0.00	0.00	0.00	26,031.39	0.00
25-7210-1010 LEGAL SERVICES	0.00	0.00	0.00	1,175.00	0.00	0.00	0.00	1,175.00	0.00
25-7240-1010 MEALS/LODGING/MILEAGE	0.00	0.00	0.00	6,770.00	0.00	938.85	1,106.50	4,724.65	30.21
25-7240-1255 MEALS/LODGING/MILEAGE	0.00	0.00	0.00	900.00	0.00	40.00	0.00	860.00	4.44
25-7250-1010 MEMBERSHIP DUES	0.00	0.00	0.00	1,950.00	0.00	970.00	0.00	980.00	49.74
25-7280-1010 MISCELLANEOUS EXP	0.00	0.00	0.00	110.00	0.00	58.00	0.00	52.00	52.73
25-7300-1010 COPIER EXPENSE	0.00	0.00	0.00	1,930.00	133.51	672.94	21.31	1,235.75	35.97
25-7320-1250 PROFESSIONAL SERVICES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>72,500.00</u>	<u>2,466.92</u>	<u>27,094.10</u>	<u>6,789.19</u>	<u>38,616.71</u>	<u>46.74</u>
TOTAL CONTRACTUAL	0.00	0.00	0.00	164,657.99	6,775.49	49,988.03	7,971.95	106,698.01	35.20

DEPARTMENT HEAD REPORT - UNAUDITED

AS OF: MARCH 31ST, 2026

25 -PARK FUND

PARKS DIVISION

DEPARTMENTAL EXPENDITURES

	PRIOR YEAR	PRIOR YEAR	REMAINING	CURRENT	CURRENT	YEAR TO DATE	TOTAL	BUDGET	% OF
	ENDING PO BAL.	PO ADJUST.	PRIOR YEAR	BUDGET	PERIOD	ACTUAL	ENCUMBRANCE	BALANCE	BUDGET
			PO BALANCE						
<hr/>									
CAPITAL PROJECTS									
<hr/>									
<u>TRANSFERS/MISCELLANEOUS</u>									
25-9803-0000 TRANSFER TO VERP	0.00	0.00	0.00	47,153.00	3,929.42	19,647.10	0.00	27,505.90	41.67
TOTAL TRANSFERS/MISCELLANEOUS	0.00	0.00	0.00	47,153.00	3,929.42	19,647.10	0.00	27,505.90	41.67
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TOTAL PARKS DIVISION	10,499.12	0.00	10,499.12	1,266,979.49	87,751.43	485,957.90	18,343.40	762,678.19	39.80
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DEPARTMENT HEAD REPORT - UNAUDITED

AS OF: MARCH 31ST, 2026

25 -PARK FUND

RECREATION DIVISION

DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL</u>									
26-5010-0000 SALARIES/WAGES	0.00	0.00	0.00	164,535.00	13,964.56	81,549.45	0.00	82,985.55	49.56
26-5020-0000 FICA	0.00	0.00	0.00	13,288.00	1,093.63	6,448.02	0.00	6,839.98	48.53
26-5030-0000 UNEMPLOYMENT	0.00	0.00	0.00	128.00	0.00	0.00	0.00	128.00	0.00
26-5040-0000 GROUP INSURANCE	0.00	0.00	0.00	12,794.00	1,005.51	5,026.86	0.00	7,767.14	39.29
26-5045-0000 LAGERS	0.00	0.00	0.00	22,303.00	1,675.10	9,350.49	0.00	12,952.51	41.92
26-5050-0000 OVERTIME	0.00	0.00	0.00	9,165.00	428.66	3,170.85	0.00	5,994.15	34.60
26-5060-0000 WORKERS COMP	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>7,816.00</u>	<u>649.58</u>	<u>3,247.90</u>	<u>0.00</u>	<u>4,568.10</u>	<u>41.55</u>
TOTAL PERSONNEL	0.00	0.00	0.00	230,029.00	18,817.04	108,793.57	0.00	121,235.43	47.30
<u>COMMODITIES</u>									
26-6190-1010 POSTAGE	0.00	0.00	0.00	50.00	6.66	6.66	10.36	32.98	34.04
26-6260-1010 TOOLS/EQUIPMENT/ADMIN	0.00	0.00	0.00	450.00	0.00	0.00	0.00	450.00	0.00
26-6260-1600 TOOLS/EQUIPMENT-MISC	0.00	0.00	0.00	600.00	499.65	499.65	0.00	100.35	83.28
26-6260-1610 TOOLS/EQUIP- BASEBALL/SOF	0.00	0.00	0.00	4,500.00	0.00	0.00	0.00	4,500.00	0.00
26-6260-1620 TOOLS/EQUIPMENT - SOCCER	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
26-6260-1640 TOOLS/EQUIPMENT - TINY SP	0.00	0.00	0.00	600.00	0.00	0.00	0.00	600.00	0.00
26-6270-1010 UNIFORMS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>625.00</u>	<u>0.00</u>	<u>58.90</u>	<u>0.00</u>	<u>566.10</u>	<u>9.42</u>
TOTAL COMMODITIES	0.00	0.00	0.00	7,825.00	506.31	565.21	10.36	7,249.43	7.36
<u>UTILITIES</u>									
<u>CONTRACTUAL</u>									
26-7060-1010 CONCESSION EXP-ADMINISTRA	0.00	0.00	0.00	21,450.00	2,399.58	2,649.58	3,280.84	15,519.58	27.65
26-7090-1010 ED/TRAIN/SEMINAR	0.00	0.00	0.00	2,455.00	325.00	1,230.99	100.00	1,124.01	54.22
26-7240-1010 MEALS/LODGING/MILEAGE	0.00	0.00	0.00	3,600.00	209.00	1,046.41	0.00	2,553.59	29.07
26-7250-1010 MEMBERSHIP DUES	0.00	0.00	0.00	150.00	0.00	0.00	0.00	150.00	0.00
26-7280-1290 MISC/CASH/DEBT MGMT	0.00	0.00	0.00	15,432.00	3,575.17	11,531.05	0.00	3,900.95	74.72
26-7330-1600 PROGRAM - MISC LEAGUES	0.00	0.00	0.00	24,470.00	111.00	119.44	4,547.06	19,803.50	19.07
26-7330-1610 PROGRAM - BASEBALL/SOFTBA	0.00	0.00	0.00	39,647.50	55.50	63.94	18.50	39,565.06	0.21
26-7330-1620 PROGRAM - SOCCER	0.00	0.00	0.00	34,240.00	6,464.02	6,472.46	1,554.50	26,213.04	23.44
26-7330-1625 PROGRAM - ADULT SOFTBALL	0.00	0.00	0.00	4,800.00	0.00	0.00	0.00	4,800.00	0.00
26-7330-1630 PROGRAMS MISC	0.00	0.00	0.00	500.00	0.00	0.00	0.00	500.00	0.00
26-7330-1635 PROGRAM - INSTRUCTION	0.00	0.00	0.00	1,800.00	0.00	0.00	0.00	1,800.00	0.00
26-7330-1640 PROGRAM - TINY SPORTS	0.00	0.00	0.00	4,920.00	0.00	934.14	0.00	3,985.86	18.99
26-7340-1600 RENT	0.00	0.00	0.00	4,092.00	341.00	1,364.00	341.00	2,387.00	41.67
26-7370-1600 SPECIAL EVENTS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>37,050.00</u>	<u>3,701.78</u>	<u>10,305.47</u>	<u>1,137.79</u>	<u>25,606.74</u>	<u>30.89</u>
TOTAL CONTRACTUAL	0.00	0.00	0.00	194,606.50	17,182.05	35,717.48	10,979.69	147,909.33	24.00
<u>CAPITAL PROJECTS</u>									
TOTAL RECREATION DIVISION	0.00	0.00	0.00	432,460.50	36,505.40	145,076.26	10,990.05	276,394.19	36.09

DEPARTMENT HEAD REPORT - UNAUDITED

AS OF: MARCH 31ST, 2026

25 -PARK FUND

CENTERVIEW

DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL</u>									
27-5010-0000 SALARIES/WAGES	0.00	0.00	0.00	55,176.00	2,670.65	14,674.92	0.00	40,501.08	26.60
27-5020-0000 FICA	0.00	0.00	0.00	4,288.00	212.11	1,199.96	0.00	3,088.04	27.98
27-5030-0000 UNEMPLOYMENT	0.00	0.00	0.00	32.00	0.00	0.00	0.00	32.00	0.00
27-5040-0000 GROUP INSURANCE	0.00	0.00	0.00	2,571.00	199.53	997.16	0.00	1,573.84	38.78
27-5045-0000 LAGERS	0.00	0.00	0.00	5,255.00	419.46	2,372.29	0.00	2,882.71	45.14
27-5050-0000 OVERTIME	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>875.00</u>	<u>107.23</u>	<u>1,027.68</u>	<u>0.00</u>	<u>(152.68)</u>	<u>117.45</u>
TOTAL PERSONNEL	0.00	0.00	0.00	68,197.00	3,608.98	20,272.01	0.00	47,924.99	29.73
<u>COMMODITIES</u>									
27-6065-1010 EQUIPMENT & FIXTURES	0.00	0.00	0.00	300.00	0.00	109.99	0.00	190.01	36.66
27-6150-1010 SUPPLIES	0.00	0.00	0.00	1,900.00	58.09	759.32	99.31	1,041.37	45.19
27-6260-1600 TOOLS/EQUIP - MISC	0.00	0.00	0.00	200.00	0.00	0.00	0.00	200.00	0.00
27-6270-1010 UNIFORMS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>270.00</u>	<u>0.00</u>	<u>31.45</u>	<u>0.00</u>	<u>238.55</u>	<u>11.65</u>
TOTAL COMMODITIES	0.00	0.00	0.00	2,670.00	58.09	900.76	99.31	1,669.93	37.46
<u>MAINTENANCE & REPAIRS</u>									
27-6400-1010 BUILDING MAINTENANCE	0.00	0.00	0.00	1,800.00	229.39	877.87	105.47	816.66	54.63
27-6410-1010 EQUIPMENT MAINTENANCE	0.00	0.00	0.00	50.00	0.00	0.00	0.00	50.00	0.00
27-6430-1010 GROUNDS MAINTENANCE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>	<u>0.00</u>
TOTAL MAINTENANCE & REPAIRS	0.00	0.00	0.00	2,350.00	229.39	877.87	105.47	1,366.66	41.84
<u>UTILITIES</u>									
27-6800-1010 ELECTRICITY	0.00	0.00	0.00	7,800.00	618.00	2,965.29	0.00	4,834.71	38.02
27-6820-1010 NATURAL GAS/PROPANE	0.00	0.00	0.00	3,999.96	653.67	2,183.01	0.00	1,816.95	54.58
27-6850-1010 TRASH	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>960.00</u>	<u>0.00</u>	<u>580.00</u>	<u>0.00</u>	<u>380.00</u>	<u>60.42</u>
TOTAL UTILITIES	0.00	0.00	0.00	12,759.96	1,271.67	5,728.30	0.00	7,031.66	44.89
<u>CONTRACTUAL</u>									
27-7250-1010 MEMBERSHIP DUES	0.00	0.00	0.00	100.00	0.00	0.00	0.00	100.00	0.00
27-7280-1010 MISCELLANEOUS EXPENSE	0.00	0.00	0.00	100.00	0.00	0.00	0.00	100.00	0.00
27-7300-1010 COPIER EXPENSE	0.00	0.00	0.00	1,907.00	133.51	671.95	21.31	1,213.74	36.35
27-7315-1010 PRINTING	0.00	0.00	0.00	300.00	0.00	0.00	0.00	300.00	0.00
27-7320-1010 PROFESSIONAL SERVICES	0.00	0.00	0.00	20,950.00	1,766.12	15,087.45	3,233.74	2,628.81	87.45
27-7330-1600 PROGRAM - MISCELLANEOUS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>7,200.00</u>	<u>1,440.00</u>	<u>2,189.00</u>	<u>1,234.12</u>	<u>3,776.88</u>	<u>47.54</u>
TOTAL CONTRACTUAL	0.00	0.00	0.00	30,557.00	3,339.63	17,948.40	4,489.17	8,119.43	73.43
<u>CAPITAL PROJECTS</u>									
TOTAL CENTERVIEW	0.00	0.00	0.00	116,533.96	8,507.76	45,727.34	4,693.95	66,112.67	43.27

DEPARTMENT HEAD REPORT - UNAUDITED

AS OF: MARCH 31ST, 2026

25 -PARK FUND

RAYMORE ACTIVITY CENTER

DEPARTMENTAL EXPENDITURES

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL</u>									
28-5010-0000 SALARIES/WAGES	0.00	0.00	0.00	141,054.00	12,965.52	72,994.08	0.00	68,059.92	51.75
28-5020-0000 FICA	0.00	0.00	0.00	11,169.00	997.31	5,633.44	0.00	5,535.56	50.44
28-5030-0000 UNEMPLOYMENT	0.00	0.00	0.00	64.00	0.00	0.00	0.00	64.00	0.00
28-5040-0000 GROUP INSURANCE	0.00	0.00	0.00	5,309.00	425.96	2,130.11	0.00	3,178.89	40.12
28-5045-0000 LAGERS	0.00	0.00	0.00	11,475.00	849.26	4,699.68	0.00	6,775.32	40.96
28-5050-0000 OVERTIME	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,941.00</u>	<u>153.86</u>	<u>1,018.04</u>	<u>0.00</u>	<u>3,922.96</u>	<u>20.60</u>
TOTAL PERSONNEL	0.00	0.00	0.00	174,012.00	15,391.91	86,475.35	0.00	87,536.65	49.70
<u>COMMODITIES</u>									
28-6065-1010 EQUIPMENT & FIXTURES	0.00	0.00	0.00	600.00	24.48	631.94	0.00	(31.94)	105.32
28-6150-1010 SUPPLIES	0.00	0.00	0.00	1,700.00	0.00	152.77	53.51	1,493.72	12.13
28-6260-1600 TOOLS/EQUIP - LEAGUE MISC	0.00	0.00	0.00	950.00	198.00	378.00	0.00	572.00	39.79
28-6260-1605 TOOLS/EQUIP - DAY CAMP	0.00	0.00	0.00	2,750.00	0.00	0.00	0.00	2,750.00	0.00
28-6260-1615 TOOLS/EQUIP - BASKETBALL	0.00	0.00	0.00	950.00	0.00	606.13	0.00	343.87	63.80
28-6260-1630 TOOLS/EQUIP - MISC	0.00	0.00	0.00	8,300.00	0.00	0.00	0.00	8,300.00	0.00
28-6260-1645 TOOLS/EQUIP - FITNESS	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
28-6270-1010 UNIFORMS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>300.00</u>	<u>0.00</u>	<u>300.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL COMMODITIES	0.00	0.00	0.00	16,550.00	222.48	2,068.84	53.51	14,427.65	12.82
<u>MAINTENANCE & REPAIRS</u>									
28-6400-1010 BUILDING MAINTENANCE	0.00	0.00	0.00	2,040.00	236.98	1,461.82	215.88	362.30	82.24
28-6430-1010 GROUNDS MAINTENANCE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>600.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>600.00</u>	<u>0.00</u>
TOTAL MAINTENANCE & REPAIRS	0.00	0.00	0.00	2,640.00	236.98	1,461.82	215.88	962.30	63.55
<u>UTILITIES</u>									
28-6800-1010 ELECTRICITY	0.00	0.00	0.00	16,800.00	1,040.10	5,780.02	0.00	11,019.98	34.40
28-6820-1010 NATURAL GAS/PROPANE	0.00	0.00	0.00	11,000.04	1,676.50	5,460.78	0.00	5,539.26	49.64
28-6850-1010 TRASH	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>960.00</u>	<u>0.00</u>	<u>730.00</u>	<u>0.00</u>	<u>230.00</u>	<u>76.04</u>
TOTAL UTILITIES	0.00	0.00	0.00	28,760.04	2,716.60	11,970.80	0.00	16,789.24	41.62
<u>CONTRACTUAL</u>									
28-7060-1010 CONCESSION EXP - RAC	0.00	0.00	0.00	2,000.00	0.00	347.66	0.00	1,652.34	17.38
28-7300-1010 COPIER EXPENSE	0.00	0.00	0.00	930.00	71.74	363.14	18.27	548.59	41.01
28-7320-1010 PROFESSIONAL SERVICES	0.00	0.00	0.00	14,750.00	58.00	5,443.00	1,678.00	7,629.00	48.28
28-7330-1600 PROGRAM - LEAGUE MISC	0.00	0.00	0.00	16,881.00	4,093.90	4,102.34	436.50	12,342.16	26.89
28-7330-1605 PROGRAM - DAY CAMP	0.00	0.00	0.00	14,900.00	0.00	0.00	0.00	14,900.00	0.00
28-7330-1615 PROGRAM - BASKETBALL	0.00	0.00	0.00	22,662.50	327.03	24,937.50	0.00	(2,275.00)	110.04
28-7330-1630 PROGRAM - MISC	0.00	0.00	0.00	500.00	0.00	192.00	82.96	225.04	54.99
28-7330-1645 PROGRAM - FITNESS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,800.00</u>	<u>980.70</u>	<u>980.70</u>	<u>0.00</u>	<u>3,819.30</u>	<u>20.43</u>
TOTAL CONTRACTUAL	0.00	0.00	0.00	77,423.50	5,531.37	36,366.34	2,215.73	38,841.43	49.83
<u>CAPITAL PROJECTS</u>									
28-8480-0000 CAPITAL OUTLAY	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,650.00</u>	<u>0.00</u>	<u>(2,650.00)</u>	<u>0.00</u>
TOTAL CAPITAL PROJECTS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,650.00</u>	<u>0.00</u>	<u>(2,650.00)</u>	<u>0.00</u>
TOTAL RAYMORE ACTIVITY CENTER	0.00	0.00	0.00	299,385.54	24,099.34	140,993.15	2,485.12	155,907.27	47.92
=====									
TOTAL EXPENDITURES	10,499.12	0.00	10,499.12	2,115,359.49	156,863.93	817,754.65	36,512.52	1,261,092.32	40.38
=====									
REVENUES OVER/(UNDER) EXPENDITURES	(10,499.12)	0.00	(10,499.12)	(2,115,359.49)	(156,863.93)	(817,754.65)	(36,512.52)	(1,261,092.32)	40.38
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**Raymore Parks and Recreation Board
Work Session Notes**

**Tuesday, February 24, 2026
6:00pm**

**City Hall
100 Municipal Circle
Raymore, Missouri 64083**

Members Present: Chairman Kies; Members Collier, Cooper, Mapes, and Wilson. Member Scott and Member Harrison were absent

Director Musteen and Superintendent Brennon were present.

Call to Order - 6:00pm

1. Open Discussion

General discussion of recent basketball programs and project updates.

2. Senior Walking Hours - RAC

Superintendent Brennon explained the draft Standard Operating Procedure - A program to provide free walking opportunities for Senior Citizens. This program came at the request of a resident and the direction of the Board. Upon discussion, staff will implement the policy.

3. Youth Sports Coach Incentives

Superintendent Brennon presented a program to encourage our youth sports coaches to attend training sessions and become a Certified Youth Sports Coach. The Board was very receptive to the program and directed staff to bring the official policy to a future meeting for review and approval.

4. Legacy Program Updates

Director Musteen provided an updated version of the Legacy Program. The updates remove one item from the option and adjusted prices. Staff will over the next year to revise the marketing tools for the program.

5. Schedule of Fees

Staff presented a revised fee schedule for FY27 for Board review and discussion. The Board is in favor of the revisions.

6. Adjournment - Chairman Kies adjourned the meeting at the close of discussion. (time was not recorded)