



AGENDA

Raymore Park Board Special Meeting
City Hall – 100 Municipal Circle
Tuesday, September 10, 2024
6:00 PM

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Personal Appearances

5. Consent Agenda

A. Approval of Minutes from August 13, 2024

6. Staff Report

A. Department Update - Director Musteen

7. Unfinished Business

8. New Business

A. Parkland Dedication Requirement - Timber Ridge

Reference:

Timber Ridge Memo - Development Services

Timber Ridge - Plat

Staff is presenting a fee in lieu of parkland proposal from Timber Ridge for review and acceptance.

B. Park Land Dedication Requirement - Whitetail Run

Reference:

Whitetail Run Memo - Development Services

Whitetail Run - Plat

Staff is presenting a parkland dedication proposal from Whitetail Run for review and acceptance.

C. Award of Contract - Memorial Park Bridges

Reference:

Bill 3915 Memorial Park Bridges

24-449-202 Contract - MP Bridges

Staff is presenting a contract award for the replacement of three bridges at Memorial Park along the Arboretum Trail.

9. Public Comment

10. Board Member Comment

11. Adjournment

MISCELLANEOUS

Work Session Notes - August 13, 2024

Financial Report - As of July 31, 2024

EXECUTIVE SESSION (CLOSED MEETING)

The Raymore Parks and Recreation Board is scheduled to enter into executive session at the conclusion of this meeting, if such action is approved by a majority of the Board present, with a quorum, to discuss:

- Litigation matters as authorized by § 610.021 (1),
- Real Estate acquisition matters as authorized by § 610.021 (2),
- Personnel matters as authorized by § 610.021 (3),
- Other matters as authorized by § 610.021 (4-21) as may be applicable.

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 SPECIAL SESSION TUESDAY, AUGUST 13, 2024, IN COUNCIL CHAMBERS AT 100 MUNICIPAL CIRCLE, RAYMORE, MISSOURI.

MEMBERS PRESENT: Chairman Trautman; Members Collier, Cooper, Kies, Manson and Scott. Member Mapes is absent.

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

1. Call to Order: Chairman Trautman called the meeting to order at 6:55 pm.

2. Roll Call

3. Pledge of Allegiance

4. Personal Appearances

Tanner Gill of Boy Scout Troop 315 presented his Eagle Scout project proposal to install a bench along the trail at Hawk Ridge Park. Member Scott asked where the bench will be located specifically along the trail. Mr. Gill stated that it will be 150 feet north of the trail near the dam.

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

July 9, 2024

Motion: Member Manson moved to approve the minutes of the July 9, 2024 Park Board Meeting.

Member Clark seconded the motion.

Discussion: None

Vote:	6 Aye	Member Collier	Aye
	0 Nay	Member Cooper	Aye
	1 Absent	Member Kies	Aye
		Member Manson	Aye
		Member Mapes	Absent
		Member Scott	Aye
		Member Trautman	Aye

6. New Business

A. FY 25 Budget Recommendation

Action Item

Parks Director Musteen presented the FY 25 recommended budget to the Park Board for review and approval. Director Musteen stated that the Board had reviewed the budget during the work session. No changes were made to the budget.

Motion: Member Manson moved to accept and recommend the proposed FY 25 Budget as presented with the authorization of the Parks and Recreation Director and the City Manager to make necessary changes to balance the final Budget based on updated projections.

Member Cooper seconded the motion.

Discussion: None

Vote:	6 Aye	Member Collier	Aye
	0 Nay	Member Cooper	Aye
	1 Absent	Member Kies	Aye
		Member Manson	Aye
		Member Mapes	Absent
		Member Scott	Aye
		Member Trautman	Aye

B. FY 25 Capital Improvement Plan

Action Item

Parks Director Musteen presented the FY 25 Capital Improvement Plan to the Park Board for review and approval. Director Musteen stated that the Board had reviewed the plan during the work session. No changes were made.

Motion: Member Manson moved to accept the FY 25 Capital Improvement Plan.

Member Cooper seconded the motion.

Discussion: None

Vote:	6 Aye	Member Collier	Aye
	0 Nay	Member Cooper	Aye
	1 Absent	Member Kies	Aye
		Member Manson	Aye
		Member Mapes	Absent
		Member Scott	Aye
		Member Trautman	Aye

6. Adjournment

Motion: Member Manson motioned for adjournment.
Member Cooper seconded the motion.

Discussion: None

Vote:	7 Aye	Member Collier	Aye
	0 Nay	Member Cooper	Aye
	0 Absent	Member Kies	Aye
		Member Manson	Aye
		Member Mapes	Aye
		Member Scott	Aye
		Member Trautman	Aye

The regular meeting of the Raymore Parks and Recreation Board adjourned at 7:07 pm

Respectfully submitted,

Greta Naab
Parks & Recreation Office Assistant



CITY OF RAYMORE
AGENDA ITEM INFORMATION FORM

DATE: 9/10/2024
SUBMITTED BY: Nathan Musteen DEPARTMENT: Parks and Recreation
ITEM CATEGORY: Action Item

TITLE / ISSUE / REQUEST

Parkland Dedication Requirement - Timber Ridge

STRATEGIC PLAN GOAL / STRATEGY

FINANCIAL IMPACT

See Attached

PROJECT TIMELINE

Estimated Start Date

Estimated End Date

STAFF RECOMMENDATION:

Approval of the fee in lieu of parkland

OTHER BOARDS & COMMISSIONS ASSIGNED

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Timber Ridge Memo - Development Services
2. Timber Ridge - Plat

BACKGROUND / JUSTIFICATION

In accordance with the Unified Development Code, the developer of a subdivision is required to make, at the discretion of the Parks & Recreation Board, either:

- a land dedication;
- cash in lieu of land dedication; or
- a combination of both

The method selected will be a recommendation by the Parks & Recreation Board. The Planning and Zoning Commission shall review the method selected in submitting its recommendations on the preliminary plat. Final approval on the method selected shall be by the City Council.

To: Nathan Musteen, Parks and Recreation Director
From: Dylan Eppert, City Planner
Date: August 28, 2024
Re: **Parkland Dedication Requirement - Timber Ridge**

Timber Ridge is a two-family residential subdivision containing 35 lots with 70 dwelling units. Parkland dedication requirement is as follows:

- 70 Dwelling Units
- 2.64 persons per dwelling unit
- 20 acres of parkland per 1,000 population is required

$70 \times 2.64 \times 0.02 = \mathbf{3.70 \text{ acres of parkland}}$

The preliminary plat does not propose any parkland dedication. Parkland dedication requirements must be satisfied with the 1st plat.

$3.70 - 0 = \mathbf{3.70 \text{ acres}}$ of parkland remain to be dedicated

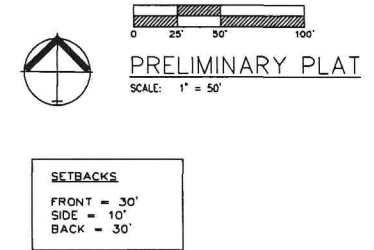
$3.70 \text{ Acres} \times \$25,000 \text{ per acre (actual purchase price)} = \mathbf{\$92,500}$
Fee-In-Lieu Amount

If fee in lieu is accepted, the amount due would be \$92,500. City Code requires the fee-in-lieu payment to be made at the time a final plat is submitted for the number of lots or dwellings within the final plat phase.

The Park Board may dictate the form of acceptance for satisfying the parkland dedication requirements. The Memorandum of Understanding for the preliminary plat, and the development agreement for the final plat can dictate what improvements need to be made to the parkland area, at what time the Park Board may wish to accept any parkland, and/or the amounts that shall be collected for parkland fee-in-lieu per lot or dwelling unit.

Timber Ridge

PRELIMINARY PLAT LOTS 1 - 35 & TRACTS A-B Part of the NW 1/4 Section 17, Township 46 N, Range 31 W RAYMORE, CASS COUNTY, MISSOURI

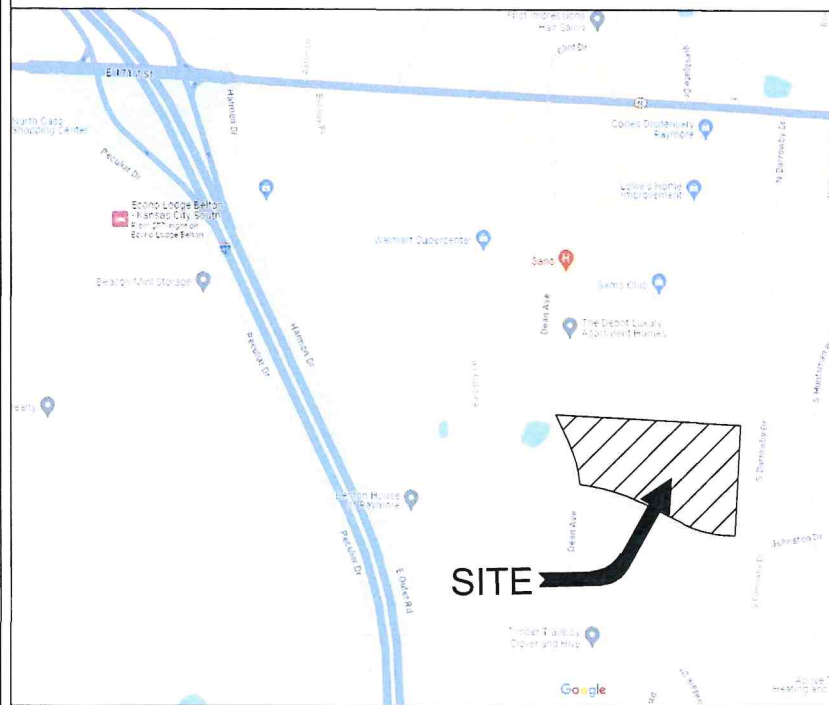


SETBACKS
FRONT = 30'
SIDE = 10'
BACK = 30'

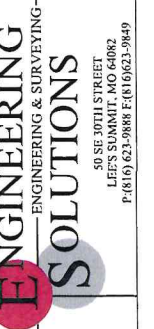


Site Data Table

Total Area	17.01 acres (741,030.98 sq. ft.)
Proposed Site	17.01 Acres
Site Area	218,732 sq. ft.
Building	67,376 sq. ft.
Driveway	58,090 sq. ft.
Street	344,198 sq. ft. (46.4% of Site)
Impervious Area	
Total Units	70
Total Lots	35
Density	4.12 units per acre
Parking:	
136 Required	
136 Standard (0 ADA Accessible)	
Provided:	
Driveway	1 PER UNIT = 70
Garage	1 PER UNIT = 70
Total per Unit	70 UNITS x 2 = 140
Common/Visitor	0
Total Parking Spaces	140
Current Zoning:	R-1P
Proposed Zoning:	R-2



VICINITY MAP



Professional Registration
Missouri
Engineering 2005003186-D
Surveying 200500319-D
Kansas
Engineering E-1696
Surveying LS-214
Oklahoma
Engineering 6254
Nebraska
Engineering CA2821

Raymore Storage Center
308 E. Walnut Street
RAYMORE, CASS COUNTY, MISSOURI

Project:
TIMBER RIDGE
RAYMORE, MO
Issue Date:
July 19, 2024

PRELIMINARY PLAT
Development Plans for:
TIMBER RIDGE
Raymore, Cass County, Missouri



Matthew J. Schlicht
MO PE 2006019706
KS PE 19071
OK PE 25226
NE PE E-14335

REVISIONS



CITY OF RAYMORE
AGENDA ITEM INFORMATION FORM

DATE: 9/10/2024

SUBMITTED BY: Nathan Musteen

DEPARTMENT: Parks and Recreation

ITEM CATEGORY: Action Item

TITLE / ISSUE / REQUEST

Park Land Dedication Requirement - Whitetail Run

STRATEGIC PLAN GOAL / STRATEGY

FINANCIAL IMPACT

See Attached

PROJECT TIMELINE

Estimated Start Date

Estimated End Date

STAFF RECOMMENDATION:

Acceptance of the parkland dedication and Fee in lieu

OTHER BOARDS & COMMISSIONS ASSIGNED

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Whitetail Run Memo - Development Services
2. Whitetail Run - Plat

BACKGROUND / JUSTIFICATION

In accordance with the Unified Development Code, the developer of a subdivision is required to make, at the discretion of the Parks & Recreation Board, either:

- a land dedication;
- cash in lieu of land dedication; or
- a combination of both.

The method selected will be a recommendation by the Parks & Recreation Board. The Planning and Zoning Commission shall review the method selected in submitting its recommendations on the preliminary plat. Final approval on the method selected shall be by the City Council.

To: Nathan Musteen, Parks and Recreation Director
From: Dylan Eppert, City Planner
Date: August 28, 2024
Re: **Park Land Dedication Requirement - Whitetail Run**

Whitetail Run is a single-family residential subdivision containing 497 lots with 497 dwelling units. Park land dedication requirement is as follows:

- 497 Dwelling Units
- 2.64 persons per dwelling unit
- 20 acres of park land per 1,000 population is required

$497 \times 2.58 \times 0.02 = \mathbf{25.65 \text{ acres of parkland}}$

The preliminary plat does propose parkland dedication totaling 22 acres over two tracts of land (1st tract consists of 13.5 acres and the other tract consists of 8.5 acres). Park land dedication requirements must be satisfied with the 1st plat.

$25.65 - 22.00 = \mathbf{3.65 \text{ acres}}$ of parkland remain to be dedicated

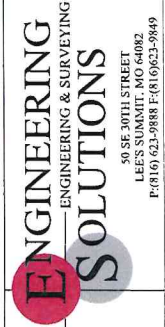
$3.65 \text{ Acres} \times \$16,928.63 \text{ per acre (actual purchase price)} = \mathbf{\$61,789.50}$
Fee-In-Lieu Amount

If fee in lieu is accepted, the amount due would be \$61,789.50. City Code requires the fee-in-lieu payment to be made at the time a final plat is submitted for the number of lots or dwellings within the final plat phase.

The Park Board may dictate the form of acceptance for satisfying the parkland dedication requirements. The Memorandum of Understanding for the preliminary plat, and the development agreement for the final plat, can dictate what improvements need to be made to the park land area, at what time the Park Board may wish to accept any park land, and/or the amounts that shall be collected for parkland fee-in-lieu per lot or dwelling unit.



0 75 150 300'
 PRELIMINARY PLAT
 SCALE: 1" = 150'



Professional Registration
 Missouri
 Engineering 2005002186-D
 Surveying 2005006219-D
 Kansas
 Engineering E-1685
 Surveying LS-218
 Oklahoma
 Engineering 6254
 Nebraska
 Engineering CA2821

Project:
 Whitetail Run
 Raymore, Cass County, Missouri

Issue Date:
 August 16, 2024

Plans for:
 Whitetail Run
 Raymore, Cass County, Missouri



Matthew J. Schlicht
 MO PE 2006019708
 KS PE 19071
 OK PE 25226
 NE PE E-14335

REVISIONS



CITY OF RAYMORE
AGENDA ITEM INFORMATION FORM

DATE: 9/10/2024
SUBMITTED BY: Nathan Musteen DEPARTMENT: Parks and Recreation
ITEM CATEGORY: Action Item

TITLE / ISSUE / REQUEST

Award of Contract - Memorial Park Bridges

STRATEGIC PLAN GOAL / STRATEGY

Goal 2.2.3: Value and protect natural resources and green spaces

FINANCIAL IMPACT

Award To: Terry Snelling Construction
Amount of Request/Contract: \$230,000.00
Amount Budgeted: \$2,682,072.00
Funding Source/Account: 2024 Special Obligation Bond

PROJECT TIMELINE

Estimated Start Date
10/8/2024

Estimated End Date
4/6/2025

STAFF RECOMMENDATION:

Approval

OTHER BOARDS & COMMISSIONS ASSIGNED

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Bill 3915 Memorial Park Bridges
2. 24-449-202 Contract - MP Bridges

BACKGROUND / JUSTIFICATION

This project involves the replacement of three walking bridges along the Arboretum Trail at Memorial Park. The bridge replacements are part of the 2023 Trail Repair project.

Two bids were received on August 28, 2024:

Terry Snelling Construction:
Mega KC

BILL 3915

ORDINANCE

"AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH TERRY SNELLING CONSTRUCTION, INC. FOR THE MEMORIAL PARK BRIDGES PROJECT, CITY PROJECT NUMBER 24-449-202, IN THE AMOUNT OF \$230,000 AND AUTHORIZING THE CITY MANAGER TO APPROVE CHANGE ORDERS WITHIN ESTABLISHED BUDGET CONSTRAINTS."

WHEREAS, the Memorial Park Bridges project was included in the 2024 Special Obligation Bond; and,

WHEREAS, bids for this project were received on August 28, 2024; and,

WHEREAS, Terry Snelling Construction, Inc. has been determined to be the lowest and best bidder.

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

Section 1. The City Manager is directed to enter into a contract in the amount of \$230,000 with Terry Snelling Construction, Inc. for the Memorial Park Bridges Project, attached as Exhibit A.

Section 2. The City Manager is authorized to approve change orders for this project within established budget constraints.

Section 3. 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 4. 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 23RD DAY OF SEPTEMBER, 2024.

**BE IT REMEMBERED THAT THE ABOVE ORDINANCE WAS APPROVED AND
ADOPTED THIS 7TH DAY OF OCTOBER, 2024, BY THE FOLLOWING VOTE:**

Councilmember Abdelgawad
Councilmember Baker
Councilmember Barber
Councilmember Burke III
Councilmember Circo
Councilmember Engert
Councilmember Holman
Councilmember Mills

ATTEST:

APPROVE:

Erica Hill, City Clerk

Kristofer P. Turnbow, Mayor

Date of Signature



CITY OF RAYMORE
CONTRACT FOR SERVICES

Memorial Park Bridges

This Contract for the Memorial Park Bridges project, hereafter referred to as the **Contract** is made this 7th day of October, 2024, between Terry Snelling Construction Inc, an entity organized and existing under the laws of the State of Missouri, with its principal office located at 20004 E Yocum Rd, Independence, MO 64058, 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 October 7, 2024 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 24-449-202 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 shall take a maximum of **180** calendar days. 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 \$230,000.

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. For any payment of \$100,000.00 or greater, the City of Raymore will

not issue payment by check and shall utilize a wire payment process. A wire transfer form will be provided to you as needed.

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 31) 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)

TERRY SNELLING CONSTRUCTION, INC.

By: _____

Title: _____

Attest: _____

(SEAL)

APPENDIX A
SCOPE OF SERVICES AND SPECIAL PROVISIONS

Memorial Park Bridges

ANTICIPATED SCOPE OF SERVICES:

This project consists of:

- Removal and disposal of three existing, wooden foot bridges in Memorial Park.
- Installation of 3 bridges of 10' wide, elevated boardwalk with railing along both sides, manufactured by Wickcraft, Modular Trail Structures or approved equal. Bridge lengths are 44', 60' and 44'. Decking is to be pressure-treated, yellow pine, kiln dried after treatment.
- Reinforced concrete abutments as per plan at each end of the bridges.
- Bridges are to be supported on concrete piers and pan footings as per plan details. Piers are to project the minimum amount above grade while meeting the maximum leg length as per the boardwalk manufacturer.
- Restoration by hydroseed

1. SPECIFICATIONS WHICH APPLY

The performance of the work, the materials required, the basis of measurement and the basis for payment for the various portions of the work shall be in accordance with the appropriate sections of the Kansas City Metropolitan Chapter of the American Public Works Association "Standard Specifications and Design Criteria" current edition, except as modified or added to by these Special Provisions, and the current contract document entitled "Standard Contract Documents and Technical Specifications & Design Criteria for Utility and Street Construction, City of Raymore, Missouri" October 2001 and all subsequent revisions.

2. PROJECT AWARD

Award of this project will be based upon the sum of the bid schedules. The Contractor however, shall take special consideration of the "Information for Bidders" section of the project contract documents; in particular, Evaluation of Bids in submitting their unit prices.

The City of Raymore preserves the right to increase, reduce or delete any bid items after award of the contract. No adjustments will be made to the unit prices bid on the contract for any items because of increase, reduction or deletion.

3. PROJECT COMPLETION AND SCHEDULE

Following are the completion dates for various portions of the contract. These completion dates shall be strictly adhered to.

General Conditions, Section 17.02 of the "Standard Contract Documents and Technical Specifications & Design Criteria for Utility and Street Construction, City of Raymore, Missouri" October 2001 shall be amended to include the following:

Contractor shall complete work within 180 calendar days of execution of the Notice to Proceed.

4. ENGINEER

The City of Raymore Public Works Director or his/her designee shall be the Engineer for this project.

5. GENERAL CONDITIONS

The General Conditions shall be modified as follows. All provisions of the General Conditions which are not so modified or supplemented shall remain in full force and effect.

GC 6.02: Add "No. 1 Change Orders" and "No. 2 Addenda" to the order of preference list.

6. MEASUREMENT AND PAYMENT

It is the intent of the proposal that the total bid, as submitted, shall cover all work shown on the contract drawings and required by the specifications and other contract documents. All costs in connection with the work, including furnishing of all the materials, equipment, supplies, and appurtenances, and performing all necessary labor to fully complete the work, shall be included in the unit and lump sum prices named in the bid. No item or work that is required by the contract documents for the proper and successful completion of the contract will be paid for outside of or in addition to the prices submitted in the bid. All work not specially set forth in the proposal as a pay item shall be considered a subsidiary obligation of the Contractor and all costs in connection therewith shall be included in the prices named in the bid.

A. Mobilization, Bonds, and Insurance: Mobilization, Bonds and Insurance will be considered a lump sum item for payment. This item shall be paid for as per the schedule in the General Conditions of the Raymore Specifications.

B. Grading, Clearing and Demolition: Grading, Clearing and Demolition shall be considered a lump sum item for payment. The lump sum shall cover all labor, equipment and materials required to prepare the site for the bridge construction. This includes, but is not limited to, removing and

disposing of the existing bridges, footings and abutments. Site is to be returned to pre-construction grades upon completion of the project.

- C. Surveying:** Surveying shall be considered a lump sum item for payment. The lump sum shall be considered to include all costs to establish controls to complete the project. Any re-staking is the responsibility of the contractor. Staking the location and elevation of the concrete piers is the responsibility of the contractor and subsidiary to this line item.
- D. 10' Wide Bridges:** 10' Wide Bridges shall be paid for at the unit bid price per linear foot. The unit bid price shall include all labor, equipment and materials required to install the bridges as per plan location and manufacturer's specifications. The unit bid price shall include all shipping charges and any other costs associated with completing the bridges.
- E. Abutments:** Abutments shall be paid for at the unit bid price per each. The unit bid price shall include all labor, equipment and materials required to construct as per plan detail. All concrete is to be KCMMB 4000 lb mix.
- F. Concrete Piers:** Concrete Piers will be paid for at the unit bid price per vertical foot of concrete pier. The unit bid price shall include all labor, equipment and materials required to install the concrete piers to the locations specified by the Wickcraft shop drawings and the plan elevation. All rebar and fasteners are considered subsidiary to this line item.
- G. 2 7/8" Piles:** 2 7/8" Piles will be paid for at the unit bid price per foot, the length being measure as from the top of the concrete pier to the top of the saddle cap insert. The unit price shall include all labor, equipment and materials to install piles extending from the piers to the saddle cap of the boardwalk. The pan foot is considered a subsidiary to this line item.
- H. Silt Fence:** Silt Fence shall be paid for at the unit bid price per linear foot. The unit bid price shall include all necessary labor, equipment and materials to install, maintain and remove silt fence as per shown on plan, in the SWPPP or as directed by the owner during the project. Inspection of the silt fence and documentation of the inspections will be considered subsidiary to this line item.
- I. Construction Entrances:** Construction Entrances. The unit bid price shall include all equipment, labor and materials to construct, maintain and remove gravel/rock construction entrances as per plans. Post removal, the area where the construction entrances was located will be restored to equal or better condition than prior to construction.
- J. Restoration:** Restoration shall be considered as a lump sum for payment. This lump sum price shall include all labor, equipment and materials to re-establish grass by hydromulch on any area disturbed by construction.

All grades are to be returned to pre-construction elevations with the exception of changes required for finished improvements.

7. Project is tax exempt.

CITY OF RAYMORE, MISSOURI
RFP # 24-449-202

Appendix B
General Terms and Conditions

A. 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.

B. Contract Period

Award of this contract is anticipated prior to the end of October, 2024.

C. 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.

D. *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.

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 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 31 for Cass County, Missouri, USA.

G. *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. For any payment of \$100,000.00 or greater, the City of Raymore will not issue payment by check and shall utilize a wire payment process. A wire transfer form will be provided to you as needed.

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.

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 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.

I. *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.

J. *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.

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*

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:

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.

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.

M. *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.

N. *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.

O. *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.

P. *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 31). 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).

Q. *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 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.

R. *Mobilization, Bonds and Insurance*

Mobilization, Bonds, and Insurance will be considered a lump sum item for payment. The total lump sum price for this item shall not exceed 5% of the total base bid price.

Payment shall be made on the following schedule.

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

S. *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 24-449-202

PROPOSAL VALIDITY AND COMMITMENT TO SIGN AGREEMENTS

I (authorized agent) Terry S. Snelling having authority to act on behalf of (Company name) TERRY SNELLING CONSTRUCTION INC do hereby acknowledge that (Company name) TERRY SNELLING CONSTRUCTION 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: TERRY SNELLING CONSTRUCTION INC

ADDRESS: 20004 E Yocum Rd
Street

ADDRESS: Independence Mo. 64058
City State Zip

PHONE: 816-985-4507

E-MAIL: terry@terrysnellingconstruction.com

DATE: 08/28/2024
(Month-Day-Year)

Terry S. Snelling
Signature of Officer/Title
TERRY S. SNELLING Pres

DATE: 08/28/2024
(Month-Day-Year)

Kelly L. Snelling
Signature of Officer/Title
KELLY L SNELLING SEC.

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 24-449-202

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

1. 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.

2. 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 24-449-202

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	<i>SEE ATTACHED</i>
ADDRESS	
CONTACT PERSON	
CONTACT EMAIL	
TELEPHONE NUMBER	
PROJECT, AMOUNT AND DATE COMPLETED	

COMPANY NAME	
ADDRESS	
CONTACT PERSON	
CONTACT EMAIL	
TELEPHONE NUMBER	
PROJECT, AMOUNT AND DATE COMPLETED	

COMPANY NAME	
ADDRESS	
CONTACT PERSON	
CONTACT EMAIL	
TELEPHONE NUMBER	
PROJECT, AMOUNT AND DATE COMPLETED	

COMPANY NAME	
ADDRESS	
CONTACT PERSON	
CONTACT EMAIL	
TELEPHONE NUMBER	
PROJECT, AMOUNT AND DATE COMPLETED	

COMPANY NAME	
ADDRESS	
CONTACT PERSON	
CONTACT EMAIL	
TELEPHONE NUMBER	
PROJECT, AMOUNT AND DATE COMPLETED	

State the number of Years in Business: 22

State the current number of personnel on staff: 26

Terry Snelling Construction Inc

20004 E. Yocum Road
Independence, Missouri 64058

816-985-4507

terry@terrysnellingconstruction.com

Fax Line 816-796-9888

Contract Amount	Type of work	Completed	Location	Name and Address
\$667,000.00	2021 Curb Repair Program City of Raymore, Mo psmith@raymore.com	11/21	Raymore, MO	City of Raymore, Mo Paschal Smith 816-308-7917
\$1,200,000.00	Superior/Bowen- Belton Streets jbelger@superiorbowen.com	12/21	Superior/Bowen	Tim Mulvany 816-918-0196
\$175,000.00	Excelsior Springs Streetscape dodonnell@metroasphalt.net	10/22	Excelsior Springs Mo.	Metro Asphalt Dan Odonnell 816-564-4134
\$403,000.00	2022 Sidewalk & Curb Repair City of Liberty Mo jmartinez@libertymo.gov	7/22	Liberty, MO	City of Liberty Mo Joshua Martinez 816-439-4502
\$580,000.00	Centerview Phase II Boardwalk City of Raymore, Mo srulo@raymore.com	11/22	Raymore, MO	City of Raymore, Mo Steve Rulo 816-810-6744
\$300,000.00	Hardy Ave Sidewalks City of Indep, Mo smoore@indepmo.org	11/22	Indep. Mo	City of Independence Shane Moore 816-591-0710
\$500,000.00	Vaile Sidewalks Phase 1 City of Indep, Mo smoore@indepmo.org	8/23	Indep. Mo	City of Independence Shane Moore 816-591-0710
\$467,000.00	Riverside Missouri Curb and Trail thoover@riversidemo.gov	3/23	Raymore, Mo	City of Riverside Mo Travis Hoover PE
\$580,000.00	2022 Curb Repair Program City of Raymore, Mo psmith@raymore.com	3/23	Raymore, MO	City of Raymore, Mo Paschal Smith 816-308-7917
\$845,087.00	2023 Curb Repair Program City of Raymore, Mo psmith@raymore.com	9/23	Raymore, MO	City of Raymore, Mo Paschal Smith 816-308-7917
\$227,000.00	Fike 7 Hwy Concrete Pavement Asphalt Wizards Parrish Love parrish@asphaltwizards.com	12/23	Blue Springs, Mo.	Asphalt wizards Parrish Love 816-215-3082
\$120,000.00	Parkville Special Road District Terry Swearngen Terryswearngen.psrd@gmail.com	12/23	Parkville, Mo	Special Road District Terry Swearngen 816-313-9201
\$300,000.00	2nd Ave. Improvements Justin Likes jlikes@trekdesigngroup.com	6/23	Greenwood MO	Trek Design Justin Likes 816-678-2214

PROPOSAL FORM D

RFP 24-449-202

Proposal of TERRY SNELLING CONSTRUCTION Inc, organized and
(Company Name)
existing under the laws of the State of Missouri, doing business
as Missouri (*) Corporation

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. 24-449-202 - Memorial Park Bridges.

This work is to be performed in strict accordance with the Plans and Specifications, including addendum number(s) 1, 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.

***REVISED* BID PROPOSAL FORM E – Project No. 24-449-202**

Memorial Park Bridges

Base Bid

Bid Items	Units	Estimated Quantities	\$/Units	Total
Mobilization, Bonds and Insurance - not to exceed 5%	LS	1	11,000 ⁰⁰	\$ 11,000 ⁰⁰
Grading, Clearing & Demo	LS	1	20,500 ⁰⁰	\$ 20,500 ⁰⁰
Surveying	LS	1	5000 ⁰⁰	\$ 5,000 ⁰⁰
10' Wide Bridge/Boardwalk	LF	148	853. ⁰⁰	\$ 126,244 ⁰⁰
10' wide, 4" thick sidewalk	SF	600	14. ⁰⁰	\$ 8400 ⁰⁰
Abutments	EA	6	5000 ⁰⁰	\$ 30,000 ⁰⁰
Concrete Piers	VF	48	350 ⁰⁰	\$ 16,800 ⁰⁰
2 7/8" Piles	VF	90	36. ⁰⁰	\$ 3,240 ⁰⁰
Silt Fence	LF	500	2. ⁰⁰	\$ 1,000. ⁰⁰
Construction Entrances	EA	2	1500 ⁰⁰	\$ 3,000 ⁰⁰
Restoration (Hydromulch)	LS	1	4816 ⁰⁰	\$ 4,816. ⁰⁰
				\$
TOTAL BASE BID				230,000⁰⁰

Company Name TERRY SNELLING CONSTRUCTION INC

Total Base Bid for Project Number: 24-449-202

\$ 230,000.⁰⁰

In the blank above insert numbers for the sum of the bid.

(\$ Two hundred thirty thousand dollars and ^{NO}/100)

In the blank above write out the sum of the bid.

***REVISED* BID PROPOSAL FORM E – RFP 24-449-202**
CONTINUED

Company Name TERRY SNELLING CONSTRUCTION INC

By 
Authorized Person's Signature

TERRY S. SNELLING Pres.
Print or type name and title of signer

ADDENDA

Bidder acknowledges receipt of the following addendum:

Addendum No. 1

Addendum No. _____

Addendum No. _____

Addendum No. _____

Addendum No. _____

Addendum No. _____

Company Address 20004 E Yocum Rd
Independence, Mo 64058

Phone 816-985-4507

Fax 816-796-9888

Email terry@terrysnellingconstruction.com

Date Aug. 28, 2024

LATE BIDS CANNOT BE ACCEPTED!

CITY OF RAYMORE

100 Municipal Circle • Raymore, MO. 64083
Phone • 816-892-3045 • Fax • 816-892-3093



ADDENDUM NO. 1

Memorial Park Bridges
Project #24-449-202

All plan holders are hereby notified and agree by signature below, that the proposal includes consideration of the following changes, amendments, and/or clarifications and costs associated with these changes and are included in the proposal.

Addendum No. 1 - Questions, clarifications and new Proposal tab

1. Question: Will there be sidewalk as part of the contract?

Response: Yes, sidewalks will need to be constructed to connect the bridges to the newly constructed trail. There will be a line item for that in the revised bid tab accompanying this addendum.

2. Question: Are shop drawings required?

Response: Yes, shop drawings stamped by an engineer licensed in Missouri are required

3. Question: Are 2 7/8" piles required for all the footings?

Response: Pile diameter recommended by the manufacturer will be acceptable.

4. Clarification: Railings are required on both sides of the bridge. They should be 8 strand cable safety rails with a 2x8 top rail and a bottom toe/kick curb rail.

5. Question: The bridge total length in Bid Form # (146 LF) does not match the pay item description and the details page that total to (148 LF).

Response: This is corrected on the *Revised* proposal form.

6. Question: Details indicate that contractor is to include a portion of sidewalk at each abutment but no dimension or thickness is given and there is no pay item for sidewalk, please clarify what sidewalk is to be included at what thickness.

Response: Please see the revised bid tab.

7. Question: No detail is given for the "Pan Footings", please provide.

Response: Pan footings will be specified by the manufacturer. See attached plan page as an example.

8. Question: Abutments are only noted to have #4 rebar but no detail is given, example #4 @6" on-center each way

Response: #4 on 12" centers.

9. Question: Are there any concerns with wood decking being slick when wet on a 5% grade.

Response: No, we have similar slopes on the Centerview boardwalk.

10. Question: There was mention of some RIPRap during eh pre-bid, please clarify.

Response: No rip-rap in this contract.

11. Question: What is the desired Load Rating we would need to consider for "Or-Equal" concepts?

Response: Frames and decking must meet 100 psf load capacity.

12. Question: Please confirm desired Railing style, detail would be appreciated.

Response: See attached plan page as an example.

13. Clarification: Detail shows only the center 2 piles being on piers. Installing piers under every pile at 4; minimum would require an additional 64 VF of concrete pier. Please Clarify.

Response: The other piles can be set on pan footings.

I hereby certify that the above have been considered and associated costs have been included in this bid.

Company Name: TERRY SNELLING CONSTRUCTION INC

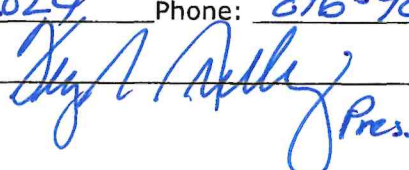
By: TERRY S. SNELLING

Title: President

Address: 20004 E Yocum Rd

City, State, Zip: Independence, Mo 64058

Date: 8/28/2024 Phone: 816-985-4507

Signature of Bidder:  Pres.

ADDENDUM MUST BE SUBMITTED WITH BID

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 Terry S. Snelling, who, being duly sworn, states on his oath or affirmation as follows:

Name/Contractor: TERRY S. SNELLING

Company: TERRY SNELLING CONSTRUCTION INC

Address: 20004 E Yocum Rd. Independence Mo 64058

- 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 # 24-449-202.
- 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.

TERRY SNELLING CONSTRUCTION INC

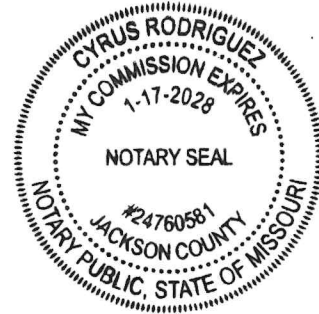
Company Name

Terry Snelling

Signature

Name: TERRY S. SNELLING

Title: President



STATE OF Missouri COUNTY OF Jackson

Subscribed and sworn to before me this 27th day of AUGUST, 2024.

Notary Public: C. Rodriguez

My Commission Expires: 01-17-28 Commission # 24760581

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.

THE E-VERIFY PROGRAM FOR EMPLOYMENT VERIFICATION MEMORANDUM OF UNDERSTANDING

ARTICLE I

PURPOSE AND AUTHORITY

This Memorandum of Understanding (MOU) sets forth the points of agreement between the Department of Homeland Security (DHS) and Terry Snelling Construction (Employer) regarding the Employer's participation in the Employment Eligibility Verification Program (E-Verify). This MOU explains certain features of the E-Verify program and enumerates specific responsibilities of DHS, the Social Security Administration (SSA), and the Employer. E-Verify is a program that electronically confirms an employee's eligibility to work in the United States after completion of the Employment Eligibility Verification Form (Form I-9). For covered government contractors, E-Verify is used to verify the employment eligibility of all newly hired employees and all existing employees assigned to Federal contracts.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note). Authority for use of the E-Verify program by Federal contractors and subcontractors covered by the terms of Subpart 22.18, "Employment Eligibility Verification", of the Federal Acquisition Regulation (FAR) (hereinafter referred to in this MOU as a "Federal contractor") to verify the employment eligibility of certain employees working on Federal contracts is also found in Subpart 22.18 and in Executive Order 12989, as amended.

ARTICLE II

FUNCTIONS TO BE PERFORMED

A. RESPONSIBILITIES OF SSA

1. SSA agrees to provide the Employer with available information that allows the Employer to confirm the accuracy of Social Security Numbers provided by all employees verified under this MOU and the employment authorization of U.S. citizens.
2. SSA agrees to provide to the Employer appropriate assistance with operational problems that may arise during the Employer's participation in the E-Verify program. SSA agrees to provide the Employer with names, titles, addresses, and telephone numbers of SSA representatives to be contacted during the E-Verify process.
3. SSA agrees to safeguard the information provided by the Employer through the E-Verify program procedures, and to limit access to such information, as is appropriate by law, to individuals responsible for the verification of Social Security Numbers and for evaluation of the E-Verify program or such other persons or entities who may be authorized by SSA as governed by the Privacy Act (5 U.S.C. § 552a), the Social Security Act (42 U.S.C. 1306(a)), and SSA regulations (20 CFR Part 401).



Company ID Number: 201307

To be accepted as a participant in E-Verify, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 888-464-4218.

Employer Terry Snelling Construction

Terry S Snelling

Name (Please Type or Print)

Title

Electronically Signed

Signature

03/26/2009

Date

Department of Homeland Security – Verification Division

USCIS Verification Division

Name (Please Type or Print)

Title

Electronically Signed

Signature

03/26/2009

Date

**Raymore Parks and Recreation Board
Work Session Agenda**

**Tuesday, August 13, 2024
6:00pm**

Or immediately following the regular business meeting.

**Executive Conference Room
Raymore City Hall
100 Municipal Circle
Raymore, Missouri 64083**

Members Present: Chairman Trautman; Members Collier, Clark, Cooper, Kies, Manson and Scott. Member Mapes was absent

Director Musteen and Superintendents Rulo and Brennon were present. City Manager Jim Feuerborn was in attendance.

Call to Order - 5:56pm

1. Open Discussion

Chairman Trautman opened the meeting to Board Members for questions. General department updates were discussed.

2. Missouri Department of Conservation CAPS Agreement Discussion

Director Musteen outlined the boat ramp and maintenance access project at Hawk Ridge Park in which the Missouri Department of Conservation awarded a cost sharing grant for 50% of the project this year. The project is not a funded project and Director Musteen recommended that it be postponed until it can be funded in the CIP or available fund balance could be used. Currently, the Park Fund does not have enough available fund balance to complete the project. The Director would notify MDC staff of the decision.

3. FY25 - Capital Improvement Program

The FY25 CIP was provided to the Board for review and discussion. Director Musteen and City Manager Feuerborn provided updates to the project plan and how the program would be presented to the City Council. No additional changes were made.

4. FY25 - Budget Review

The FY25 budget was provided to the Board for review and discussion. Director Musteen and City Manager Feuerborn provided an overview of the budget, the process in which the recommended budget was

prepared. Additional discussion on revenues, personnel and benefits were provided to the Board. Staff made note that if approved by the Board in the regular meeting, the budget would be presented to the City Council on August 19. No changes were made and staff

5. Adjournment - 6:51pm

25 -PARK FUND
FINANCIAL SUMMARY

			REMAINING						
	PRIOR YEAR	PRIOR YEAR	PRIOR YEAR	CURRENT	CURRENT	YEAR TO DATE	TOTAL	BUDGET	% OF
	ENDING PO BAL.	PO ADJUST.	PO BALANCE	BUDGET	PERIOD	ACTUAL	ENCUMBRANCE	BALANCE	BUDGET
REVENUE SUMMARY									
NON-DEPARTMENTAL									
PARKS DIVISION									
PROPERTY TAXES	0.00	0.00	0.00	544,255.00	2,234.79	521,404.19	0.00	22,850.81	95.80
MISCELLANEOUS	0.00	0.00	0.00	32,896.00	1,477.89	15,552.80	0.00	17,343.20	47.28
FACILITY RENTAL REVENUE	0.00	0.00	0.00	17,575.00	2,202.50	10,600.00	0.00	6,975.00	60.31
TRANSFERS - INTERFUND	0.00	0.00	0.00	650,000.00	54,166.67	487,500.03	0.00	162,499.97	75.00
TOTAL PARKS DIVISION	0.00	0.00	0.00	1,244,726.00	60,081.85	1,035,057.02	0.00	209,668.98	83.16
RECREATION DIVISION									
CONCESSION REVENUE	0.00	0.00	0.00	62,000.00	654.50	18,497.81	0.00	43,502.19	29.84
FACILITY RENTAL REVENUE	0.00	0.00	0.00	33,560.00	1,475.00	8,212.00	0.00	25,348.00	24.47
PROGRAM REVENUE	0.00	0.00	0.00	273,225.00	56,535.00	219,768.50	0.00	53,456.50	80.43
TOTAL RECREATION DIVISION	0.00	0.00	0.00	368,785.00	58,664.50	246,478.31	0.00	122,306.69	66.84
CENTERVIEW									
FACILITY RENTAL REVENUE	0.00	0.00	0.00	79,050.00	6,562.50	46,039.75 (	970.00)	33,980.25	57.01
PROGRAM REVENUE	0.00	0.00	0.00	9,760.00	525.00	5,548.50	0.00	4,211.50	56.85
TOTAL CENTERVIEW	0.00	0.00	0.00	88,810.00	7,087.50	51,588.25 (	970.00)	38,191.75	57.00
RAYMORE ACTIVITY CENTER									
MISCELLANEOUS	0.00	0.00	0.00	2,505.00	0.00	0.00	0.00	2,505.00	0.00
CONCESSION REVENUE	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
FACILITY RENTAL REVENUE	0.00	0.00	0.00	16,825.00	2,263.00	11,628.00	0.00	5,197.00	69.11
PROGRAM REVENUE	0.00	0.00	0.00	219,425.00	29,880.00	118,213.00	0.00	101,212.00	53.87
TOTAL RAYMORE ACTIVITY CENTER	0.00	0.00	0.00	240,755.00	32,143.00	129,841.00	0.00	110,914.00	53.93
TOTAL REVENUES	0.00	0.00	0.00	1,943,076.00	157,976.85	1,462,964.58 (	970.00)	481,081.42	75.24
EXPENDITURE SUMMARY									
PARKS DIVISION	0.00	0.00	0.00	1,104,449.49	91,494.43	791,915.87	8,303.94	304,229.68	72.45
RECREATION DIVISION	0.00	0.00	0.00	380,001.50	26,593.72	295,409.50	5,192.81	79,399.19	79.11
CENTERVIEW	0.00	0.00	0.00	141,134.96	7,614.73	76,347.68	1,143.19	63,644.09	54.91
RAYMORE ACTIVITY CENTER	0.00	0.00	0.00	301,166.54	39,780.02	220,402.00	3,539.67	77,224.87	74.36
TOTAL EXPENDITURES	0.00	0.00	0.00	1,926,752.49	165,482.90	1,384,075.05	18,179.61	524,497.83	72.78
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	0.00	16,323.51 (	7,506.05)	78,889.53 (	19,149.61) (	43,416.41)	365.97

25 -PARK FUND

REVENUES

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

NON-DEPARTMENTAL

=====

MISCELLANEOUS									
TRANSFERS - INTERFUND									

PARKS DIVISION

=====

PROPERTY TAXES									
25-4010-0000 REAL ESTATE PROPERTY TAX	0.00	0.00	0.00	450,165.00	591.65	431,500.55	0.00	18,664.45	95.85
25-4020-0000 PERSONAL PROPERTY TAX	0.00	0.00	0.00	94,090.00	1,643.14	89,903.64	0.00	4,186.36	95.55
TOTAL PROPERTY TAXES	0.00	0.00	0.00	544,255.00	2,234.79	521,404.19	0.00	22,850.81	95.80

MISCELLANEOUS									
25-4350-0000 INTEREST REVENUE	0.00	0.00	0.00	32,566.00	1,477.89	15,552.80	0.00	17,013.20	47.76
25-4370-0000 MISCELLANEOUS REVENUE	0.00	0.00	0.00	330.00	0.00	0.00	0.00	330.00	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	32,896.00	1,477.89	15,552.80	0.00	17,343.20	47.28

FACILITY RENTAL REVENUE									
25-4710-0000 PARK RENTAL FEES	0.00	0.00	0.00	17,575.00	2,202.50	10,600.00	0.00	6,975.00	60.31
TOTAL FACILITY RENTAL REVENUE	0.00	0.00	0.00	17,575.00	2,202.50	10,600.00	0.00	6,975.00	60.31

TRANSFERS - INTERFUND									
25-4901-0000 TRANSFER FROM GENERAL FUN	0.00	0.00	0.00	200,000.00	16,666.67	150,000.03	0.00	49,999.97	75.00
25-4947-0000 TRANSFER FROM PARK SALES	0.00	0.00	0.00	450,000.00	37,500.00	337,500.00	0.00	112,500.00	75.00
TOTAL TRANSFERS - INTERFUND	0.00	0.00	0.00	650,000.00	54,166.67	487,500.03	0.00	162,499.97	75.00
TOTAL PARKS DIVISION	0.00	0.00	0.00	1,244,726.00	60,081.85	1,035,057.02	0.00	209,668.98	83.16

RECREATION DIVISION

=====

PROPERTY TAXES									
MISCELLANEOUS									
CONCESSION REVENUE									
26-4700-0000 CONCESSION	0.00	0.00	0.00	62,000.00	654.50	18,497.81	0.00	43,502.19	29.84
TOTAL CONCESSION REVENUE	0.00	0.00	0.00	62,000.00	654.50	18,497.81	0.00	43,502.19	29.84

DEPARTMENT HEAD REPORT - UNAUDITED

AS OF: JULY 31ST, 2024

25 -PARK FUND

REVENUES

			REMAINING						
	PRIOR YEAR	PRIOR YEAR	PRIOR YEAR	CURRENT	CURRENT	YEAR TO DATE	TOTAL	BUDGET	% OF
	ENDING PO BAL.	PO ADJUST.	PO BALANCE	BUDGET	PERIOD	ACTUAL	ENCUMBRANCE	BALANCE	BUDGET
<u>FACILITY RENTAL REVENUE</u>									
26-4710-0000 RENTAL FEES	0.00	0.00	0.00	33,560.00	1,475.00	8,212.00	0.00	25,348.00	24.47
TOTAL FACILITY RENTAL REVENUE	0.00	0.00	0.00	33,560.00	1,475.00	8,212.00	0.00	25,348.00	24.47
<u>PROGRAM REVENUE</u>									
26-4715-1600 PROGRAM - LEAGUE MISC	0.00	0.00	0.00	38,100.00	10,330.00	40,308.00	0.00 (	2,208.00)	105.80
26-4715-1610 PROGRAM - BASEBALL/SOFTBA	0.00	0.00	0.00	98,825.00	18,875.00	74,994.50	0.00	23,830.50	75.89
26-4715-1620 PROGRAM - SOCCER	0.00	0.00	0.00	73,625.00	23,360.00	69,336.00	0.00	4,289.00	94.17
26-4715-1625 PROGRAM - ADULT SOFTBALL	0.00	0.00	0.00	21,000.00	0.00	7,450.00	0.00	13,550.00	35.48
26-4715-1630 PROGRAM - MISC	0.00	0.00	0.00	1,600.00	380.00	1,445.00	0.00	155.00	90.31
26-4715-1635 PROGRAM - INSTRUCTIONAL	0.00	0.00	0.00	2,800.00	25.00	2,515.00	0.00	285.00	89.82
26-4715-1640 PROGRAM - TINY SPORTS	0.00	0.00	0.00	16,450.00	2,050.00	11,000.00	0.00	5,450.00	66.87
26-4720-0000 SPECIAL EVENT CONTRIBUTIO	0.00	0.00	0.00	20,825.00	1,515.00	12,720.00	0.00	8,105.00	61.08
TOTAL PROGRAM REVENUE	0.00	0.00	0.00	273,225.00	56,535.00	219,768.50	0.00	53,456.50	80.43
TOTAL RECREATION DIVISION	0.00	0.00	0.00	368,785.00	58,664.50	246,478.31	0.00	122,306.69	66.84

CENTERVIEW

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<u>MISCELLANEOUS</u>									
<u>FACILITY RENTAL REVENUE</u>									
27-4710-0000 RENTAL FEES	0.00	0.00	0.00	79,050.00	6,562.50	46,039.75	(970.00)	33,980.25	57.01
TOTAL FACILITY RENTAL REVENUE	0.00	0.00	0.00	79,050.00	6,562.50	46,039.75	(970.00)	33,980.25	57.01
<u>PROGRAM REVENUE</u>									
27-4715-1600 PROGRAMS-MISC	0.00	0.00	0.00	9,760.00	525.00	5,548.50	0.00	4,211.50	56.85
TOTAL PROGRAM REVENUE	0.00	0.00	0.00	9,760.00	525.00	5,548.50	0.00	4,211.50	56.85
TOTAL CENTERVIEW	0.00	0.00	0.00	88,810.00	7,087.50	51,588.25	(970.00)	38,191.75	57.00

RAYMORE ACTIVITY CENTER

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<u>MISCELLANEOUS</u>									
28-4370-0000 MISCELLANEOUS REVENUE	0.00	0.00	0.00	2,505.00	0.00	0.00	0.00	2,505.00	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	2,505.00	0.00	0.00	0.00	2,505.00	0.00
<u>CONCESSION REVENUE</u>									
28-4700-0000 CONCESSION	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
TOTAL CONCESSION REVENUE	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
<u>FACILITY RENTAL REVENUE</u>									
28-4710-0000 RENTAL FEES	0.00	0.00	0.00	16,825.00	2,263.00	11,628.00	0.00	5,197.00	69.11
TOTAL FACILITY RENTAL REVENUE	0.00	0.00	0.00	16,825.00	2,263.00	11,628.00	0.00	5,197.00	69.11

DEPARTMENT HEAD REPORT - UNAUDITED

AS OF: JULY 31ST, 2024

25 -PARK FUND

REVENUES

			REMAINING						
	PRIOR YEAR	PRIOR YEAR	PRIOR YEAR	CURRENT	CURRENT	YEAR TO DATE	TOTAL	BUDGET	% OF
	ENDING PO BAL.	PO ADJUST.	PO BALANCE	BUDGET	PERIOD	ACTUAL	ENCUMBRANCE	BALANCE	BUDGET
PROGRAM REVENUE									
28-4715-1600 PROGRAM - LEAGUE MISC	0.00	0.00	0.00	39,150.00	7,740.00	24,818.00	0.00	14,332.00	63.39
28-4715-1605 PROGRAM - DAY CAMPS	0.00	0.00	0.00	122,550.00	21,545.00	80,457.00	0.00	42,093.00	65.65
28-4715-1615 PROGRAM - BASKETBALL	0.00	0.00	0.00	42,575.00	0.00	7,138.00	0.00	35,437.00	16.77
28-4715-1630 PROGRAM - MISCELLANEOUS	0.00	0.00	0.00	1,950.00	0.00	0.00	0.00	1,950.00	0.00
28-4715-1645 PROGRAM - FITNESS	0.00	0.00	0.00	8,400.00	595.00	4,235.00	0.00	4,165.00	50.42
28-4715-1650 PROGRAM - ADULT VOLLEYBAL	0.00	0.00	0.00	2,400.00	0.00	1,485.00	0.00	915.00	61.88
28-4715-1655 PROGRAM - ADULT BASKETBAL	0.00	0.00	0.00	2,400.00	0.00	80.00	0.00	2,320.00	3.33
TOTAL PROGRAM REVENUE	0.00	0.00	0.00	219,425.00	29,880.00	118,213.00	0.00	101,212.00	53.87
TOTAL RAYMORE ACTIVITY CENTER	0.00	0.00	0.00	240,755.00	32,143.00	129,841.00	0.00	110,914.00	53.93
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25 -PARK FUND
PARKS DIVISION

DEPARTMENTAL EXPENDITURES	REMAINING		PRIOR YEAR	CURRENT	CURRENT	YEAR TO DATE	TOTAL	BUDGET	% OF
	PRIOR YEAR	PRIOR YEAR							
	ENDING PO BAL.	PO ADJUST.	PO BALANCE	BUDGET	PERIOD	ACTUAL	ENCUMBRANCE	BALANCE	BUDGET
<u>PERSONNEL</u>									
25-5010-0000 SALARIES/WAGES	0.00	0.00	0.00	530,093.00	46,426.07	382,364.19	0.00	147,728.81	72.13
25-5020-0000 FICA	0.00	0.00	0.00	41,985.00	3,625.15	29,457.74	0.00	12,527.26	70.16
25-5030-0000 UNEMPLOYMENT	0.00	0.00	0.00	501.00	14.10	141.01	0.00	359.99	28.15
25-5040-0000 GROUP INSURANCE	0.00	0.00	0.00	132,852.00	9,243.16	82,479.49	0.00	50,372.51	62.08
25-5045-0000 LAGERS	0.00	0.00	0.00	72,033.00	5,915.88	50,618.13	0.00	21,414.87	70.27
25-5050-0000 OVERTIME	0.00	0.00	0.00	18,736.00	2,757.09	18,538.56	0.00	197.44	98.95
25-5060-0000 WORKERS COMP	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,294.00</u>	<u>0.00</u>	<u>9,590.27</u>	<u>0.00</u>	<u>703.73</u>	<u>93.16</u>
TOTAL PERSONNEL	0.00	0.00	0.00	806,494.00	67,981.45	573,189.39	0.00	233,304.61	71.07
<u>COMMODITIES</u>									
25-6065-1250 EQUIPMENT & FIXTURES-PARK	0.00	0.00	0.00	5,500.00	400.00	5,591.00	0.00 (	91.00)	101.65
25-6070-1250 FUEL/OIL	0.00	0.00	0.00	13,980.60	2,067.35	9,705.32	319.81	3,955.47	71.71
25-6150-1010 OFFICE SUPPLIES	0.00	0.00	0.00	500.00	0.00	92.86	0.00	407.14	18.57
25-6260-1250 TOOLS/EQUIPMENT	0.00	0.00	0.00	1,200.00	21.55	82.31	0.00	1,117.69	6.86
25-6270-1010 UNIFORMS	0.00	0.00	0.00	270.00	0.00	0.00	0.00	270.00	0.00
25-6270-1250 UNIFORMS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>6,797.50</u>	<u>471.98</u>	<u>4,814.71</u>	<u>0.00</u>	<u>1,982.79</u>	<u>70.83</u>
TOTAL COMMODITIES	0.00	0.00	0.00	28,248.10	2,960.88	20,286.20	319.81	7,642.09	72.95
<u>MAINTENANCE & REPAIRS</u>									
25-6400-1250 BUILDING MAINTENANCE	0.00	0.00	0.00	3,000.00	0.00	766.08	120.27	2,113.65	29.55
25-6410-1250 EQUIPMENT MAINTENANCE	0.00	0.00	0.00	500.00	0.00	126.44	228.09	145.47	70.91
25-6430-1025 GROUNDS MAINT-VANDALISM	0.00	0.00	0.00	0.00	0.00	3,685.64	0.00 (	3,685.64)	0.00
25-6430-1250 GROUNDS MAINTENANCE	0.00	0.00	0.00	45,000.00	3,763.33	32,899.85	2,415.93	9,684.22	78.48
25-6430-1255 GROUNDS MAINT-TREES	0.00	0.00	0.00	5,000.00	0.00	6,274.78	0.00 (	1,274.78)	125.50
25-6490-1010 VEHICLE MAINTENANCE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,168.00</u>	<u>0.00</u>	<u>37.99</u>	<u>0.00</u>	<u>3,130.01</u>	<u>1.20</u>
TOTAL MAINTENANCE & REPAIRS	0.00	0.00	0.00	56,668.00	3,763.33	43,790.78	2,764.29	10,112.93	82.15
<u>UTILITIES</u>									
25-6800-1010 ELECTRICITY	0.00	0.00	0.00	58,036.00	4,509.03	33,538.77	0.00	24,497.23	57.79
25-6810-1010 WATER	0.00	0.00	0.00	270.00	46.42	122.62	0.00	147.38	45.41
25-6850-1010 TRASH	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,200.00</u>	<u>38.15</u>	<u>3,225.79</u>	<u>1,153.02</u>	<u>(178.81)</u>	<u>104.26</u>
TOTAL UTILITIES	0.00	0.00	0.00	62,506.00	4,593.60	36,887.18	1,153.02	24,465.80	60.86
<u>CONTRACTUAL</u>									
25-7020-1010 ADVERTISING/LEGAL NOTICES	0.00	0.00	0.00	0.00	0.00	120.00	0.00 (	120.00)	0.00
25-7090-1010 ED/TRAIN/SEMINAR	0.00	0.00	0.00	5,490.00	0.00	4,715.00	0.00	775.00	85.88
25-7090-1255 EDUCATION/TRAINING/SEMINA	0.00	0.00	0.00	605.00	0.00	425.00	0.00	180.00	70.25
25-7140-1250 EQUIPMENT RENTAL	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
25-7180-1010 INSURANCE	0.00	0.00	0.00	19,160.39	0.00	20,041.57	227.21 (	1,108.39)	105.78
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	6,570.00	36.47	1,871.03	0.00	4,698.97	28.48
25-7240-1255 MEALS/LODGING/MILEAGE	0.00	0.00	0.00	500.00	0.00	377.84	0.00	122.16	75.57
25-7250-1010 MEMBERSHIP DUES	0.00	0.00	0.00	1,950.00	0.00	1,870.00	0.00	80.00	95.90
25-7280-1010 MISCELLANEOUS EXP	0.00	0.00	0.00	220.00	0.00	110.00	0.00	110.00	50.00
25-7300-1010 COPIER EXPENSE	0.00	0.00	0.00	2,010.00	164.12	1,375.18	14.64	620.18	69.15
25-7320-1250 PROFESSIONAL SERVICES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>50,000.00</u>	<u>7,173.50</u>	<u>43,466.98</u>	<u>3,824.97</u>	<u>2,708.05</u>	<u>94.58</u>
TOTAL CONTRACTUAL	0.00	0.00	0.00	89,680.39	7,374.09	74,372.60	4,066.82	11,240.97	87.47

25 -PARK FUND
PARKS DIVISION
DEPARTMENTAL EXPENDITURES

	PRIOR YEAR	PRIOR YEAR	REMAINING						
	ENDING PO BAL.	PO ADJUST.	PRIOR YEAR	CURRENT	CURRENT	YEAR TO DATE	TOTAL	BUDGET	% OF
			PO BALANCE	BUDGET	PERIOD	ACTUAL	ENCUMBRANCE	BALANCE	BUDGET
CAPITAL PROJECTS									
25-8480-0000 CAPITAL OUTLAY	0.00	0.00	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00
TOTAL CAPITAL PROJECTS	0.00	0.00	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00
TRANSFERS/MISCELLANEOUS									
25-9803-0000 TRANSFER TO VERP	0.00	0.00	0.00	57,853.00	4,821.08	43,389.72	0.00	14,463.28	75.00
TOTAL TRANSFERS/MISCELLANEOUS	0.00	0.00	0.00	57,853.00	4,821.08	43,389.72	0.00	14,463.28	75.00
TOTAL PARKS DIVISION	0.00	0.00	0.00	1,104,449.49	91,494.43	791,915.87	8,303.94	304,229.68	72.45
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25 -PARK FUND
RECREATION DIVISION

DEPARTMENTAL EXPENDITURES

	PRIOR YEAR	PRIOR YEAR	REMAINING						
	ENDING PO BAL.	PO ADJUST.	PRIOR YEAR	CURRENT	CURRENT	YEAR TO DATE	TOTAL	BUDGET	% OF
			PO BALANCE	BUDGET	PERIOD	ACTUAL	ENCUMBRANCE	BALANCE	BUDGET
<u>PERSONNEL</u>									
26-5010-0000 SALARIES/WAGES	0.00	0.00	0.00	138,664.00	12,182.11	115,262.77	0.00	23,401.23	83.12
26-5020-0000 FICA	0.00	0.00	0.00	11,169.00	965.70	9,028.80	0.00	2,140.20	80.84
26-5030-0000 UNEMPLOYMENT	0.00	0.00	0.00	128.00	3.60	36.10	0.00	91.90	28.20
26-5040-0000 GROUP INSURANCE	0.00	0.00	0.00	18,191.00	400.96	9,085.14	0.00	9,105.86	49.94
26-5045-0000 LAGERS	0.00	0.00	0.00	16,440.00	1,094.24	11,721.79	0.00	4,718.21	71.30
26-5050-0000 OVERTIME	0.00	0.00	0.00	7,338.00	530.53	4,159.64	0.00	3,178.36	56.69
26-5060-0000 WORKERS COMP	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,294.00</u>	<u>0.00</u>	<u>9,590.35</u>	<u>0.00</u>	<u>703.65</u>	<u>93.16</u>
TOTAL PERSONNEL	0.00	0.00	0.00	202,224.00	15,177.14	158,884.59	0.00	43,339.41	78.57
<u>COMMODITIES</u>									
26-6190-1010 POSTAGE	0.00	0.00	0.00	100.00	0.00	13.95	0.00	86.05	13.95
26-6260-1010 TOOLS/EQUIPMENT/ADMIN	0.00	0.00	0.00	250.00	159.98	159.98	0.00	90.02	63.99
26-6260-1600 TOOLS/EQUIPMENT-MISC	0.00	0.00	0.00	420.00	0.00	0.00	389.75	30.25	92.80
26-6260-1610 TOOLS/EQUIP- BASEBALL/SOF	0.00	0.00	0.00	4,500.00	0.00	1,120.90	2,048.00	1,331.10	70.42
26-6260-1620 TOOLS/EQUIPMENT - SOCCER	0.00	0.00	0.00	900.00	0.00	600.00	298.50	1.50	99.83
26-6260-1640 TOOLS/EQUIPMENT - TINY SP	0.00	0.00	0.00	250.00	0.00	0.00	0.00	250.00	0.00
26-6270-1010 UNIFORMS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>600.00</u>	<u>0.00</u>	<u>463.50</u>	<u>0.00</u>	<u>136.50</u>	<u>77.25</u>
TOTAL COMMODITIES	0.00	0.00	0.00	7,020.00	159.98	2,358.33	2,736.25	1,925.42	72.57
<u>UTILITIES</u>									
<u>CONTRACTUAL</u>									
26-7060-1010 CONCESSION EXP-ADMINISTRA	0.00	0.00	0.00	23,700.00	2,571.83	13,053.12	7.04	10,639.84	55.11
26-7090-1010 ED/TRAIN/SEMINAR	0.00	0.00	0.00	3,350.00	0.00	3,729.51	0.00 (	379.51)	111.33
26-7240-1010 MEALS/LODGING/MILEAGE	0.00	0.00	0.00	5,150.00	88.60	4,414.07	541.52	194.41	96.23
26-7250-1010 MEMBERSHIP DUES	0.00	0.00	0.00	135.00	0.00	0.00	0.00	135.00	0.00
26-7280-1290 MISC/CASH/DEBT MGMT	0.00	0.00	0.00	15,432.00	2,529.92	14,317.28	0.00	1,114.72	92.78
26-7330-1600 PROGRAM - MISC LEAGUES	0.00	0.00	0.00	15,293.00	250.00	13,553.65	0.00	1,739.35	88.63
26-7330-1610 PROGRAM - BASEBALL/SOFTBA	0.00	0.00	0.00	36,832.50	0.00	24,142.83	37.00	12,652.67	65.65
26-7330-1620 PROGRAM - SOCCER	0.00	0.00	0.00	22,025.00	0.00	18,250.42	0.00	3,774.58	82.86
26-7330-1625 PROGRAM - ADULT SOFTBALL	0.00	0.00	0.00	7,200.00	2,636.00	5,606.00	0.00	1,594.00	77.86
26-7330-1635 PROGRAM - INSTRUCTION	0.00	0.00	0.00	2,000.00	0.00	999.60	980.00	20.40	98.98
26-7330-1640 PROGRAM - TINY SPORTS	0.00	0.00	0.00	2,790.00	0.00	2,004.42	0.00	785.58	71.84
26-7340-1600 RENT	0.00	0.00	0.00	3,600.00	341.00	2,706.00	0.00	894.00	75.17
26-7370-1600 SPECIAL EVENTS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>33,250.00</u>	<u>2,839.25</u>	<u>31,389.68</u>	<u>891.00</u>	<u>969.32</u>	<u>97.08</u>
TOTAL CONTRACTUAL	0.00	0.00	0.00	170,757.50	11,256.60	134,166.58	2,456.56	34,134.36	80.01
<u>CAPITAL PROJECTS</u>									
TOTAL RECREATION DIVISION	0.00	0.00	0.00	380,001.50	26,593.72	295,409.50	5,192.81	79,399.19	79.11
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DEPARTMENT HEAD REPORT - UNAUDITED

AS OF: JULY 31ST, 2024

25 -PARK FUND

CENTERVIEW

DEPARTMENTAL EXPENDITURES

	REMAINING								
	PRIOR YEAR	PRIOR YEAR	PRIOR YEAR	CURRENT	CURRENT	YEAR TO DATE	TOTAL	BUDGET	% OF
	ENDING PO BAL.	PO ADJUST.	PO BALANCE	BUDGET	PERIOD	ACTUAL	ENCUMBRANCE	BALANCE	BUDGET
PERSONNEL									
27-5010-0000 SALARIES/WAGES	0.00	0.00	0.00	66,990.00	2,917.53	31,915.63	0.00	35,074.37	47.64
27-5020-0000 FICA	0.00	0.00	0.00	5,183.00	243.25	2,556.28	0.00	2,626.72	49.32
27-5030-0000 UNEMPLOYMENT	0.00	0.00	0.00	54.00	1.52	14.91	0.00	39.09	27.61
27-5040-0000 GROUP INSURANCE	0.00	0.00	0.00	11,670.00	185.63	2,468.72	0.00	9,201.28	21.15
27-5045-0000 LAGERS	0.00	0.00	0.00	6,371.00	372.30	3,293.00	0.00	3,078.00	51.69
27-5050-0000 OVERTIME	0.00	0.00	0.00	764.00	267.73	1,876.96	0.00	(1,112.96)	245.68
TOTAL PERSONNEL	0.00	0.00	0.00	91,032.00	3,987.96	42,125.50	0.00	48,906.50	46.28
COMMODITIES									
27-6065-1010 EQUIPMENT & FIXTURES	0.00	0.00	0.00	200.00	121.25	179.19	0.00	20.81	89.60
27-6150-1010 SUPPLIES	0.00	0.00	0.00	2,000.00	166.40	1,083.71	0.00	916.29	54.19
27-6260-1600 TOOLS/EQUIP - MISC	0.00	0.00	0.00	100.00	0.00	82.94	0.00	17.06	82.94
27-6270-1010 UNIFORMS	0.00	0.00	0.00	330.00	0.00	220.00	0.00	110.00	66.67
TOTAL COMMODITIES	0.00	0.00	0.00	2,630.00	287.65	1,565.84	0.00	1,064.16	59.54
MAINTENANCE & REPAIRS									
27-6400-1010 BUILDING MAINTENANCE	0.00	0.00	0.00	1,500.00	44.97	1,236.17	0.00	263.83	82.41
27-6410-1010 EQUIPMENT MAINTENANCE	0.00	0.00	0.00	100.00	124.70	175.27	0.00	(75.27)	175.27
27-6430-1010 GROUNDS MAINTENANCE	0.00	0.00	0.00	500.00	0.00	0.00	0.00	500.00	0.00
TOTAL MAINTENANCE & REPAIRS	0.00	0.00	0.00	2,100.00	169.67	1,411.44	0.00	688.56	67.21
UTILITIES									
27-6800-1010 ELECTRICITY	0.00	0.00	0.00	7,128.00	887.71	4,423.66	0.00	2,704.34	62.06
27-6820-1010 NATURAL GAS/PROPANE	0.00	0.00	0.00	5,499.96	54.56	3,404.51	0.00	2,095.45	61.90
27-6850-1010 TRASH	0.00	0.00	0.00	960.00	88.55	746.55	88.55	124.90	86.99
TOTAL UTILITIES	0.00	0.00	0.00	13,587.96	1,030.82	8,574.72	88.55	4,924.69	63.76
CONTRACTUAL									
27-7020-1010 ADVERTISING	0.00	0.00	0.00	500.00	0.00	340.00	0.00	160.00	68.00
27-7090-1010 ED/TRAIN/SEMINAR	0.00	0.00	0.00	1,020.00	0.00	975.00	0.00	45.00	95.59
27-7240-1010 MEALS/LODGING/MILEAGE	0.00	0.00	0.00	600.00	0.00	0.00	0.00	600.00	0.00
27-7250-1010 MEMBERSHIP DUES	0.00	0.00	0.00	800.00	0.00	0.00	0.00	800.00	0.00
27-7280-1010 MISCELLANEOUS EXPENSE	0.00	0.00	0.00	5,180.00	0.00	1,888.08	0.00	3,291.92	36.45
27-7300-1010 COPIER EXPENSE	0.00	0.00	0.00	1,950.00	164.13	1,375.17	14.64	560.19	71.27
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	16,635.00	917.50	13,478.43	1,040.00	2,116.57	87.28
27-7330-1600 PROGRAM - MISCELLANEOUS	0.00	0.00	0.00	4,800.00	1,057.00	4,613.50	0.00	186.50	96.11
TOTAL CONTRACTUAL	0.00	0.00	0.00	31,785.00	2,138.63	22,670.18	1,054.64	8,060.18	74.64
CAPITAL PROJECTS									
TOTAL CENTERVIEW	0.00	0.00	0.00	141,134.96	7,614.73	76,347.68	1,143.19	63,644.09	54.91
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DEPARTMENT HEAD REPORT - UNAUDITED

AS OF: JULY 31ST, 2024

25 -PARK FUND
RAYMORE ACTIVITY CENTER

DEPARTMENTAL EXPENDITURES	REMAINING								
	PRIOR YEAR	PRIOR YEAR	PRIOR YEAR	CURRENT	CURRENT	YEAR TO DATE	TOTAL	BUDGET	% OF
	ENDING PO BAL.	PO ADJUST.	PO BALANCE	BUDGET	PERIOD	ACTUAL	ENCUMBRANCE	BALANCE	BUDGET
PERSONNEL									
28-5010-0000 SALARIES/WAGES	0.00	0.00	0.00	144,831.00	28,672.10	129,551.99	0.00	15,279.01	89.45
28-5020-0000 FICA	0.00	0.00	0.00	11,387.00	2,193.67	9,909.79	0.00	1,477.21	87.03
28-5030-0000 UNEMPLOYMENT	0.00	0.00	0.00	85.00	2.39	23.67	0.00	61.33	27.85
28-5040-0000 GROUP INSURANCE	0.00	0.00	0.00	24,521.00	205.89	7,385.82	0.00	17,135.18	30.12
28-5045-0000 LAGERS	0.00	0.00	0.00	10,803.00	382.01	5,401.00	0.00	5,402.00	50.00
28-5050-0000 OVERTIME	0.00	0.00	0.00	4,023.00	87.60	1,369.38	0.00	2,653.62	34.04
TOTAL PERSONNEL	0.00	0.00	0.00	195,650.00	31,543.66	153,641.65	0.00	42,008.35	78.53
COMMODITIES									
28-6065-1010 EQUIPMENT & FIXTURES	0.00	0.00	0.00	1,000.00	0.00	109.96	0.00	890.04	11.00
28-6150-1010 SUPPLIES	0.00	0.00	0.00	750.00	0.00	60.39	0.00	689.61	8.05
28-6260-1600 TOOLS/EQUIP - LEAGUE MISC	0.00	0.00	0.00	500.00	0.00	250.00	250.00	0.00	100.00
28-6260-1605 TOOLS/EQUIP - DAY CAMP	0.00	0.00	0.00	4,380.00	301.34	301.34	0.00	4,078.66	6.88
28-6260-1615 TOOLS/EQUIP - BASKETBALL	0.00	0.00	0.00	1,000.00	0.00	1,062.28	0.00	(62.28)	106.23
28-6260-1630 TOOLS/EQUIP - MISC	0.00	0.00	0.00	500.00	0.00	0.00	0.00	500.00	0.00
TOTAL COMMODITIES	0.00	0.00	0.00	8,130.00	301.34	1,783.97	250.00	6,096.03	25.02
MAINTENANCE & REPAIRS									
28-6400-1010 BUILDING MAINTENANCE	0.00	0.00	0.00	780.00	44.97	337.69	0.00	442.31	43.29
28-6430-1010 GROUNDS MAINTENANCE	0.00	0.00	0.00	400.00	0.00	0.00	0.00	400.00	0.00
TOTAL MAINTENANCE & REPAIRS	0.00	0.00	0.00	1,180.00	44.97	337.69	0.00	842.31	28.62
UTILITIES									
28-6800-1010 ELECTRICITY	0.00	0.00	0.00	12,828.00	1,839.34	7,859.17	0.00	4,968.83	61.27
28-6820-1010 NATURAL GAS/PROPANE	0.00	0.00	0.00	8,966.04	291.46	5,723.52	0.00	3,242.52	63.84
28-6850-1010 TRASH	0.00	0.00	0.00	960.00	88.55	619.85	88.55	251.60	73.79
TOTAL UTILITIES	0.00	0.00	0.00	22,754.04	2,219.35	14,202.54	88.55	8,462.95	62.81
CONTRACTUAL									
28-7060-1010 CONCESSION EXP - RAC	0.00	0.00	0.00	350.00	0.00	0.00	0.00	350.00	0.00
28-7090-1010 ED/TRAIN/SEMINAR	0.00	0.00	0.00	990.00	0.00	975.00	0.00	15.00	98.48
28-7300-1010 COPIER EXPENSE	0.00	0.00	0.00	940.00	70.34	610.54	0.00	329.46	64.95
28-7320-1010 PROFESSIONAL SERVICES	0.00	0.00	0.00	5,840.00	1,343.03	4,364.06	3,201.12	(1,725.18)	129.54
28-7330-1600 PROGRAM - LEAGUE MISC	0.00	0.00	0.00	12,320.00	130.42	8,502.46	0.00	3,817.54	69.01
28-7330-1605 PROGRAM - DAY CAMP	0.00	0.00	0.00	25,700.00	4,126.91	8,374.24	0.00	17,325.76	32.58
28-7330-1615 PROGRAM - BASKETBALL	0.00	0.00	0.00	15,812.50	0.00	25,038.50	0.00	(9,226.00)	158.35
28-7330-1630 PROGRAM - MISC	0.00	0.00	0.00	1,500.00	0.00	559.55	0.00	940.45	37.30
28-7330-1645 PROGRAM - FITNESS	0.00	0.00	0.00	2,000.00	0.00	2,011.80	0.00	(11.80)	100.59
TOTAL CONTRACTUAL	0.00	0.00	0.00	65,452.50	5,670.70	50,436.15	3,201.12	11,815.23	81.95
CAPITAL PROJECTS									
28-8480-0000 CAPITAL OUTLAY	0.00	0.00	0.00	8,000.00	0.00	0.00	0.00	8,000.00	0.00
TOTAL CAPITAL PROJECTS	0.00	0.00	0.00	8,000.00	0.00	0.00	0.00	8,000.00	0.00
TOTAL RAYMORE ACTIVITY CENTER	0.00	0.00	0.00	301,166.54	39,780.02	220,402.00	3,539.67	77,224.87	74.36
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TOTAL EXPENDITURES	0.00	0.00	0.00	1,926,752.49	165,482.90	1,384,075.05	18,179.61	524,497.83	72.78
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REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	0.00	(1,926,752.49)	(165,482.90)	(1,384,075.05)	(18,179.61)	(524,497.83)	72.78
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