

City of Peculiar

A Strong Foundation!

Fiscal Year 2013-2014

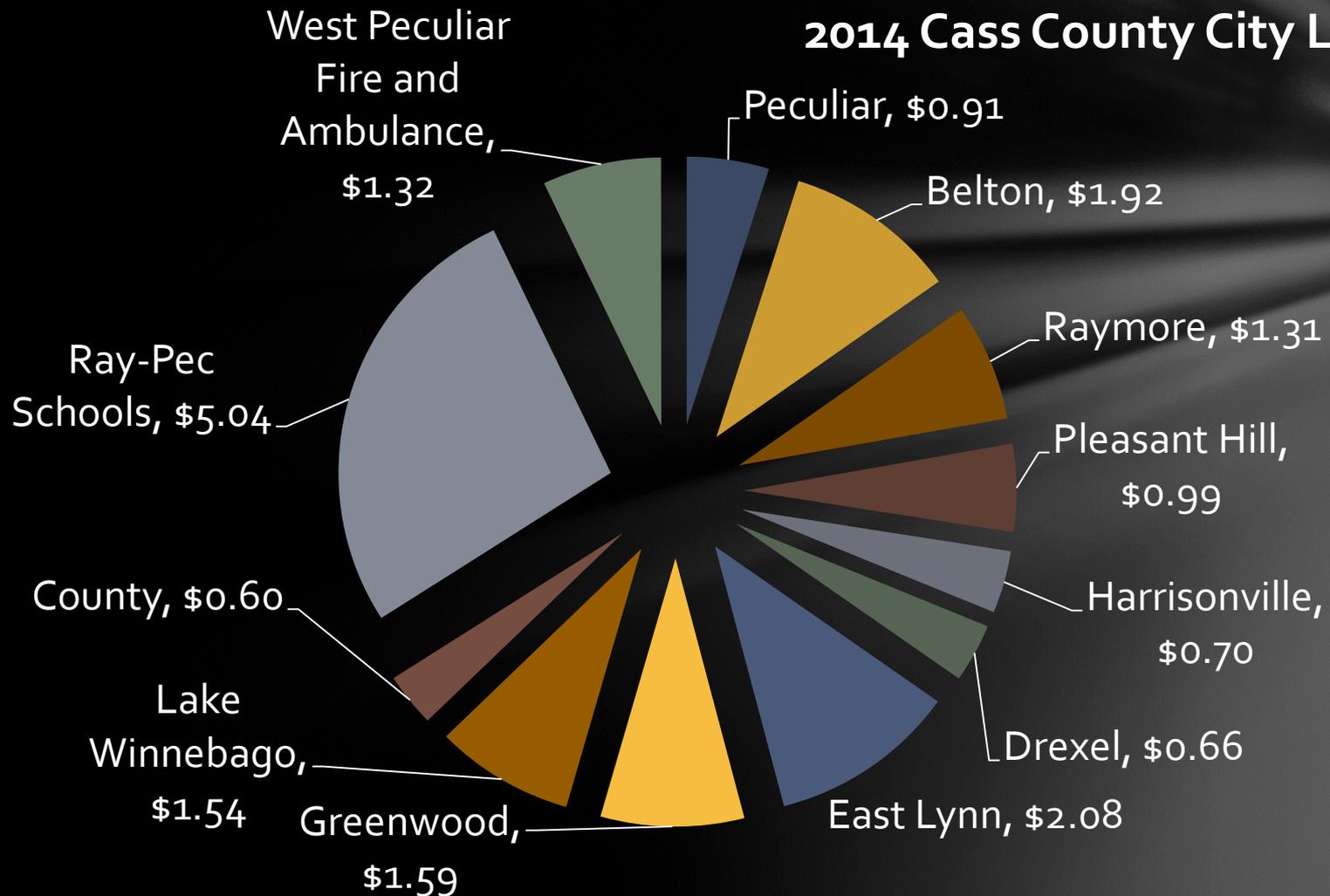


Board of Alderman Guiding Principles

- *Continue to Maintain Reserves*
- *Align Citizen and Alderman Priorities with Available Resources*
- *Maintain Current Infrastructure*
- *Exercise Innovative Problem Solving to Chart the Course for our Community*

City Of Peculiar

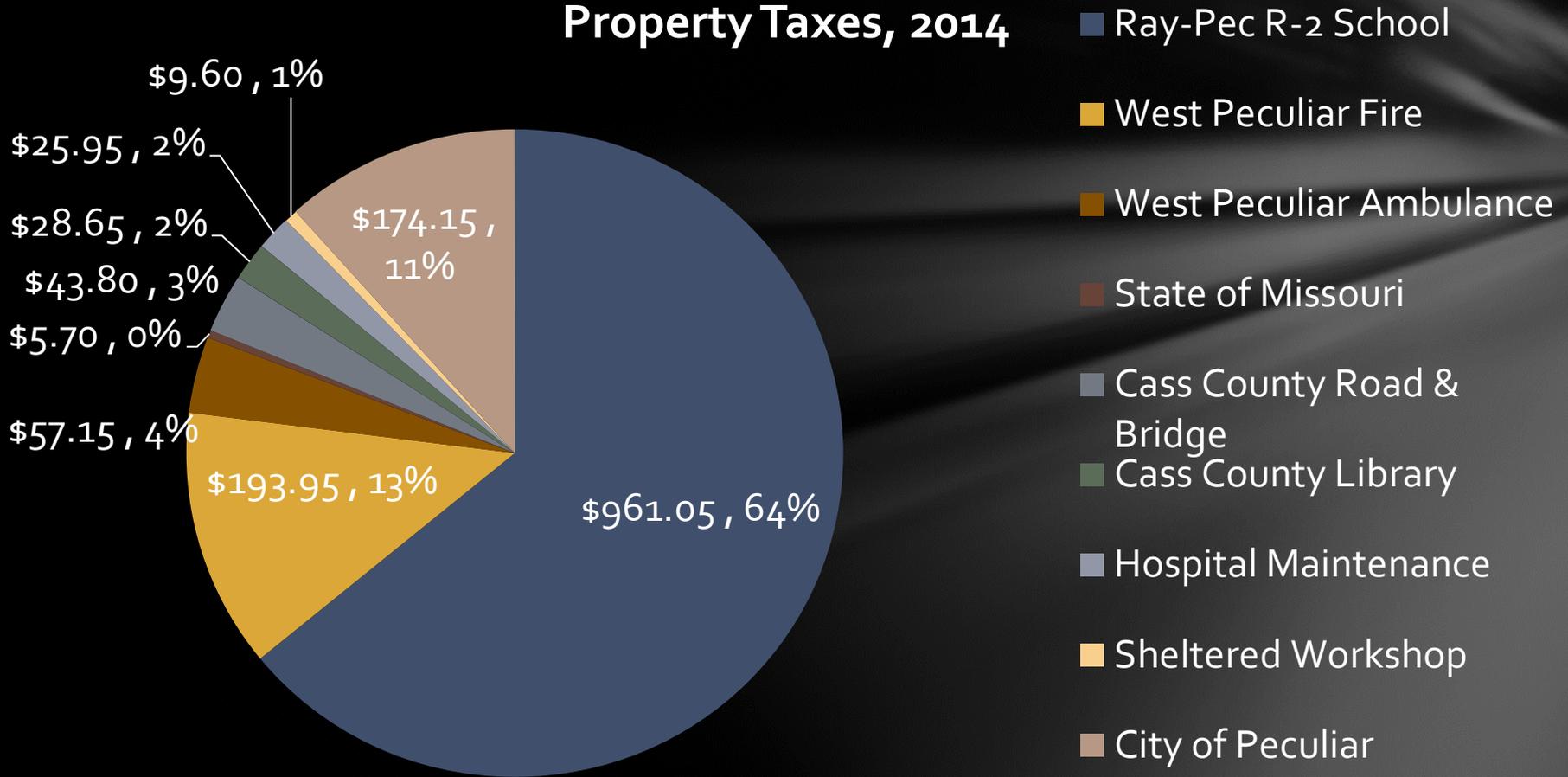
2014 Cass County City Levies



City of Peculiar

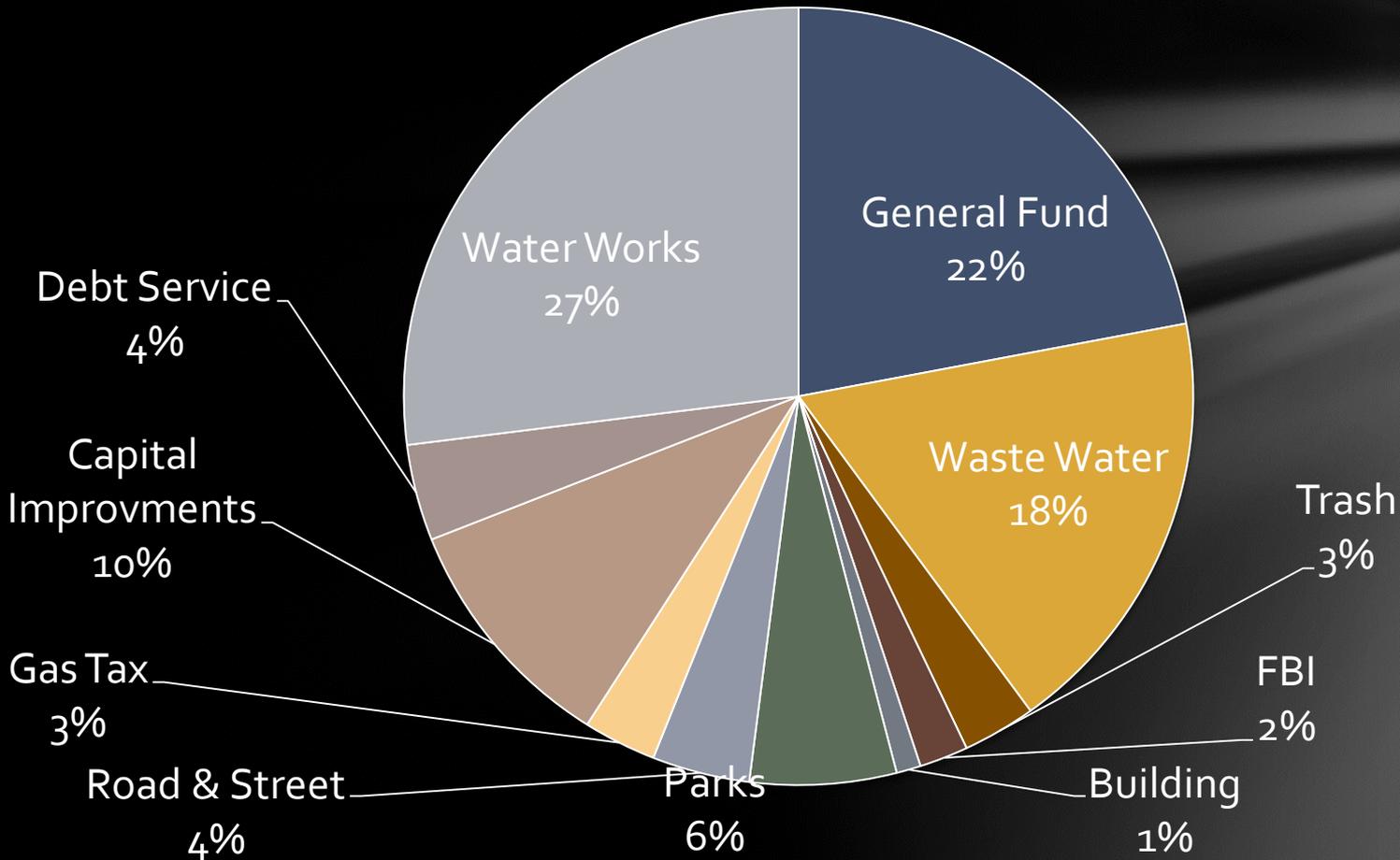
Based on a \$100,000 Market Value Home

Property Taxes, 2014

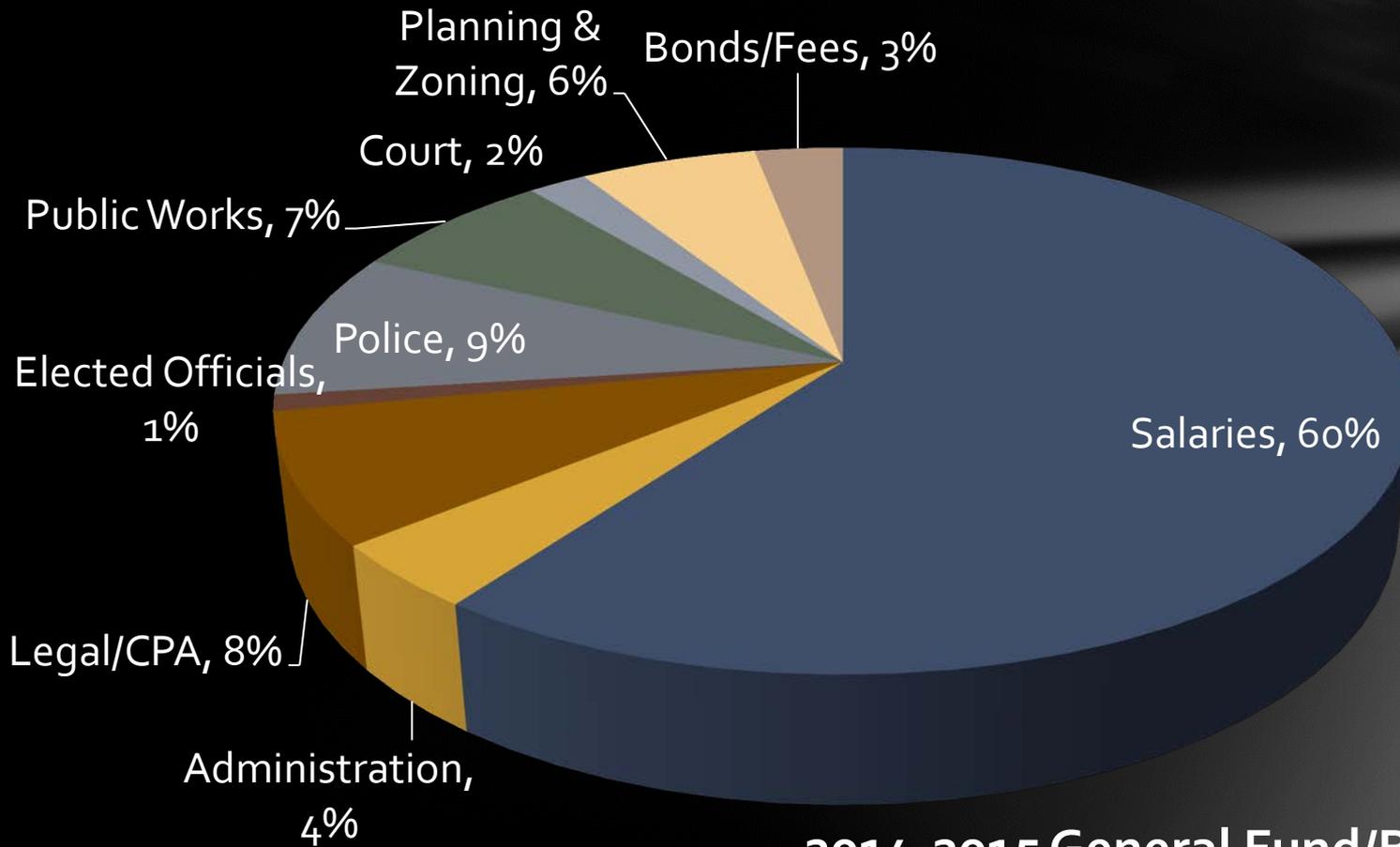


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2014-2015 Budget

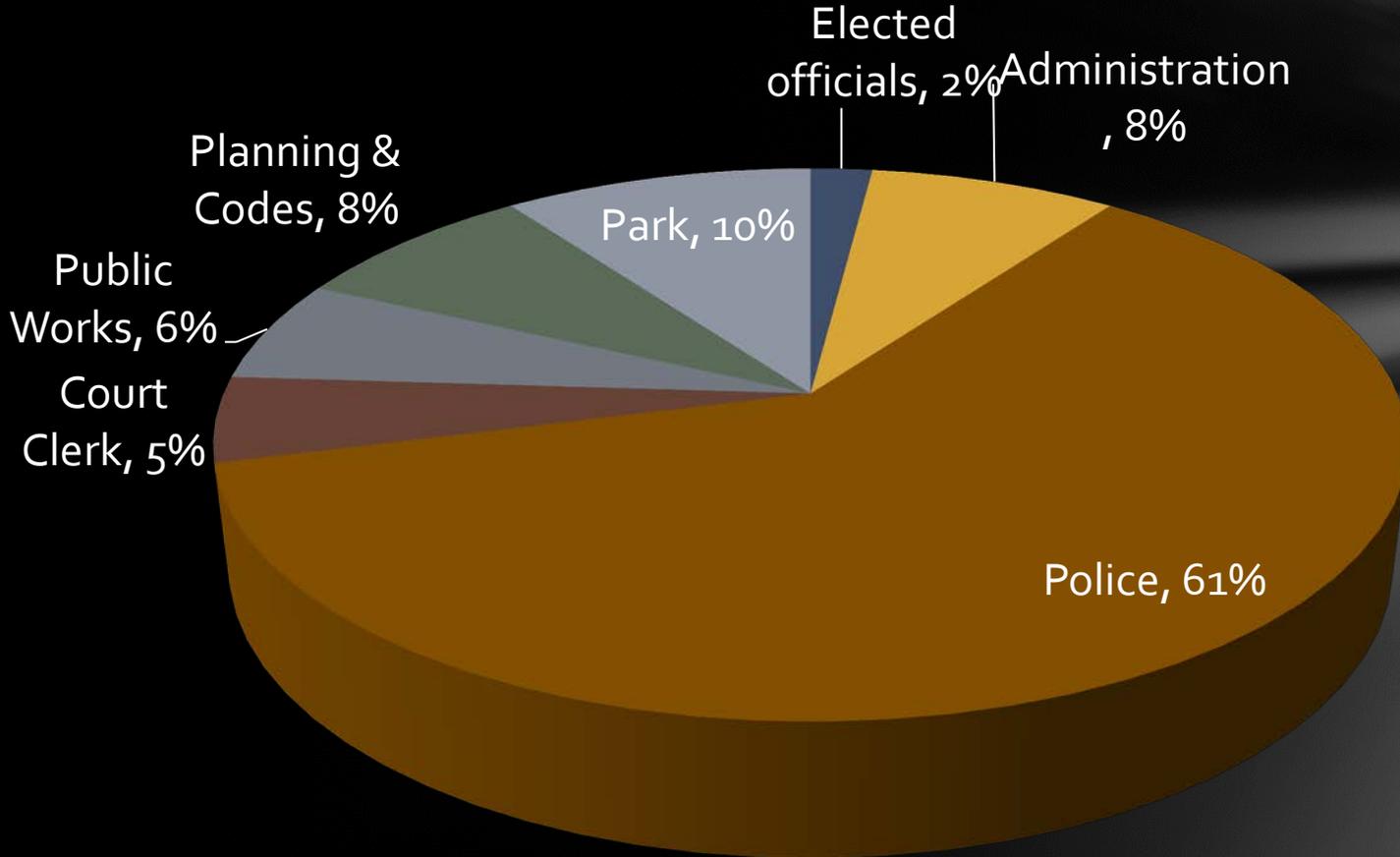


City of Peculiar



2014-2015 General Fund/Breakdown

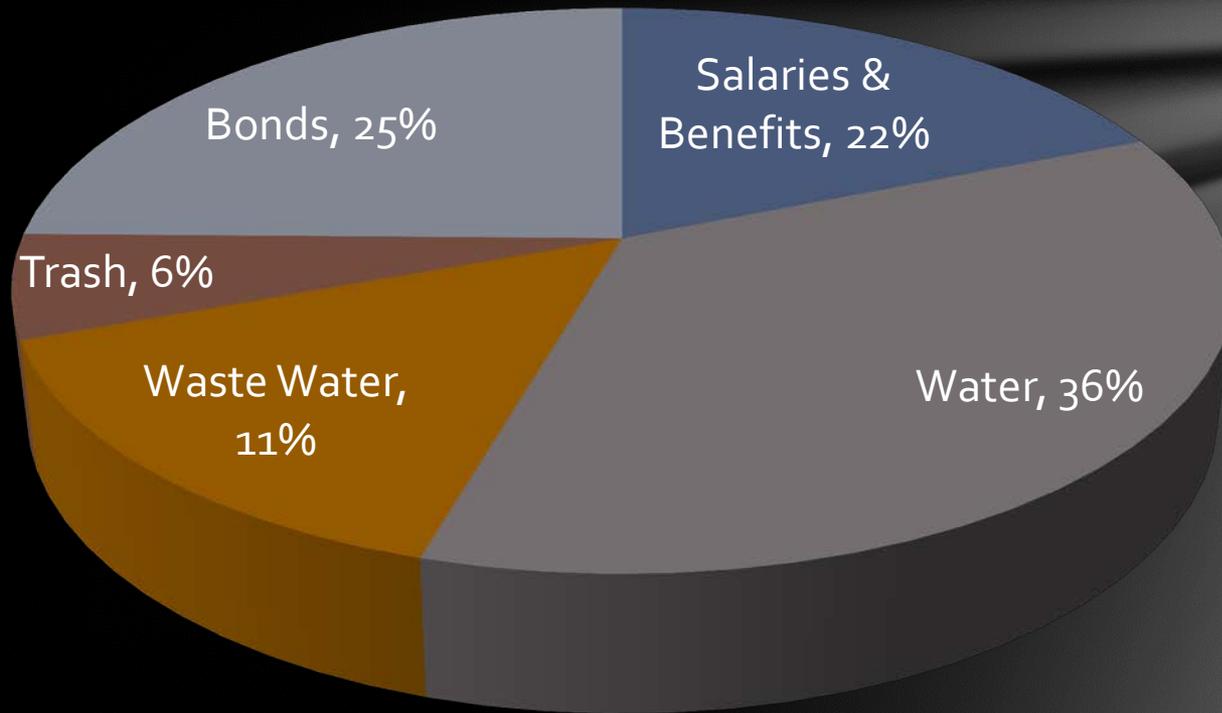
City of Peculiar



2014-2015 Salary Breakdown

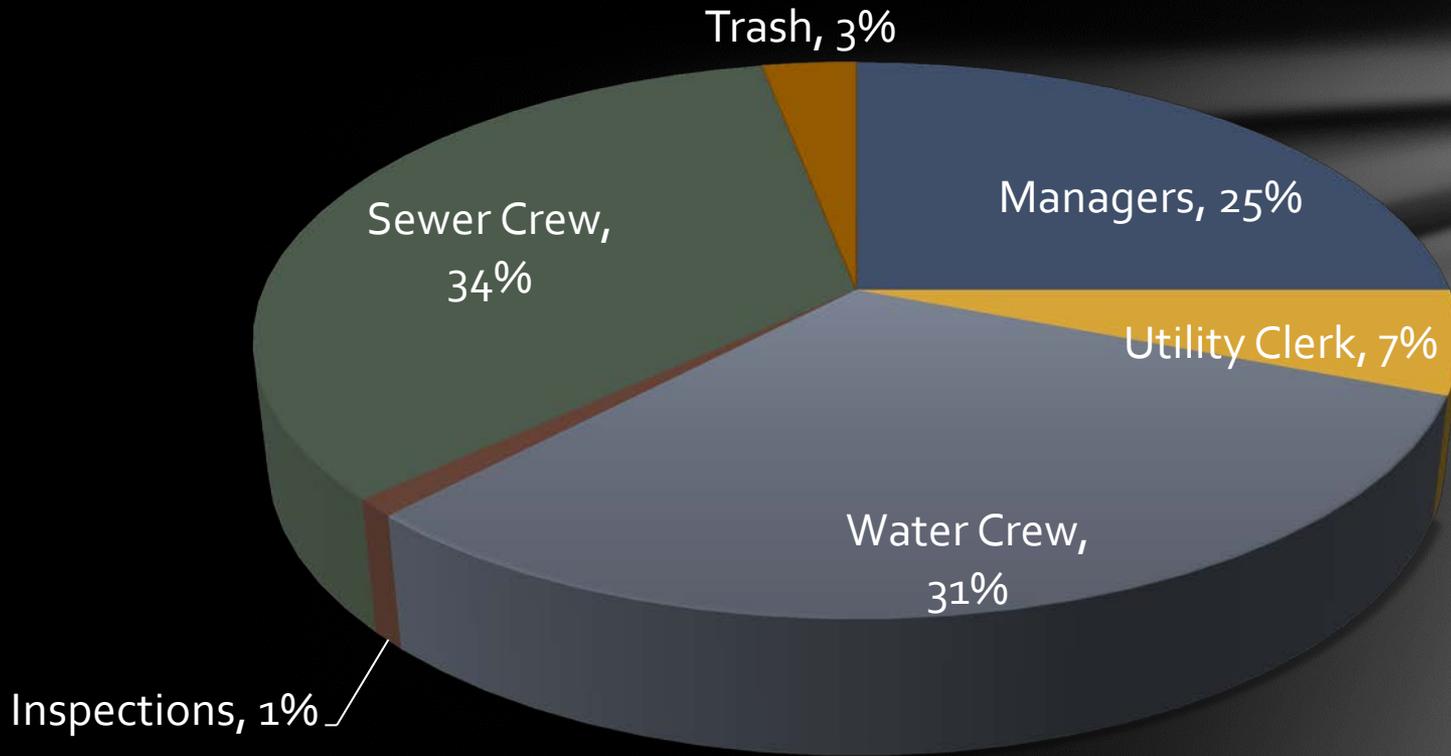
City of Peculiar

2014-2015 Enterprise Fund



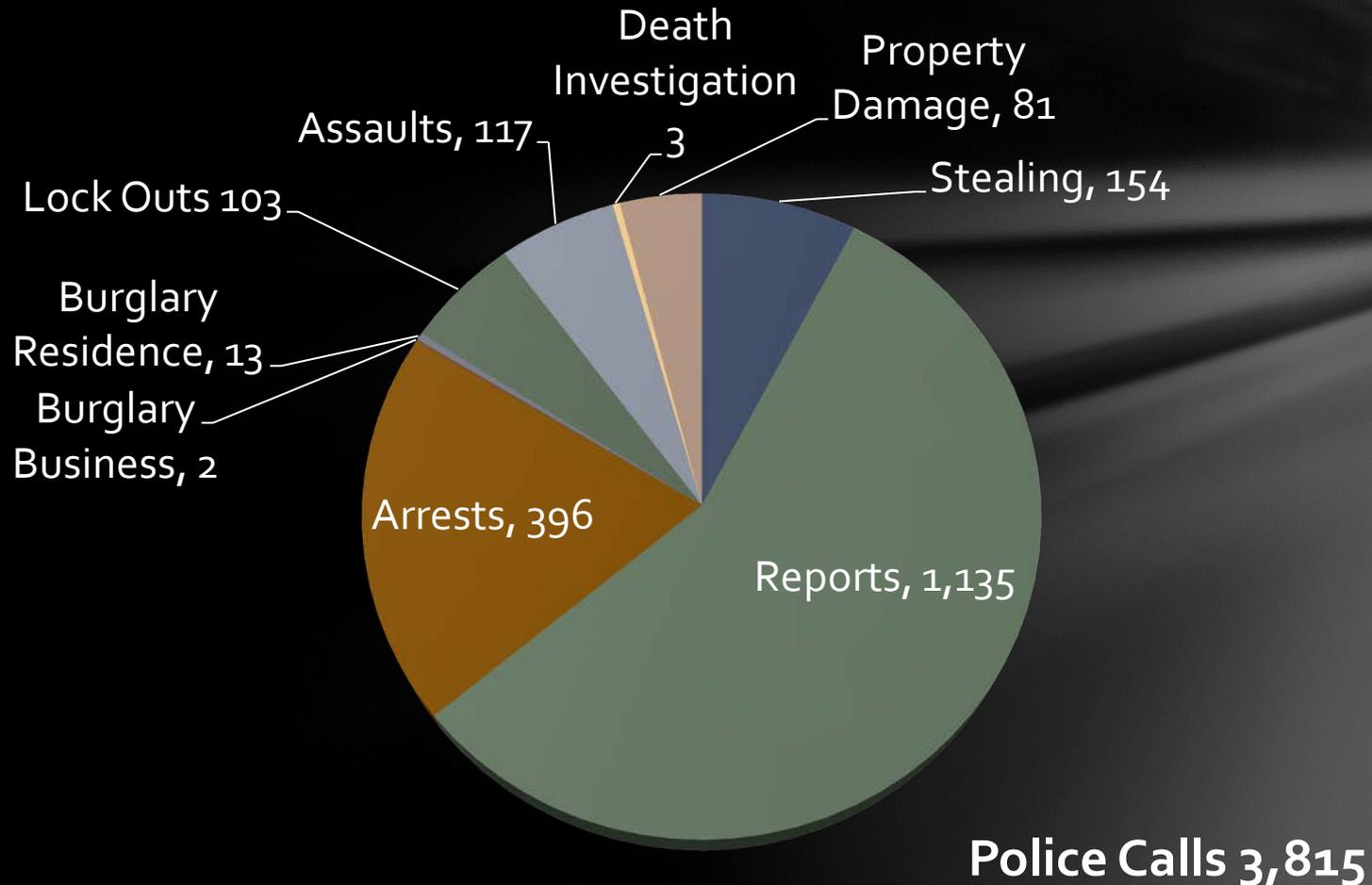
City of Peculiar

2014-2015 Enterprise Fund Salaries



City of Peculiar

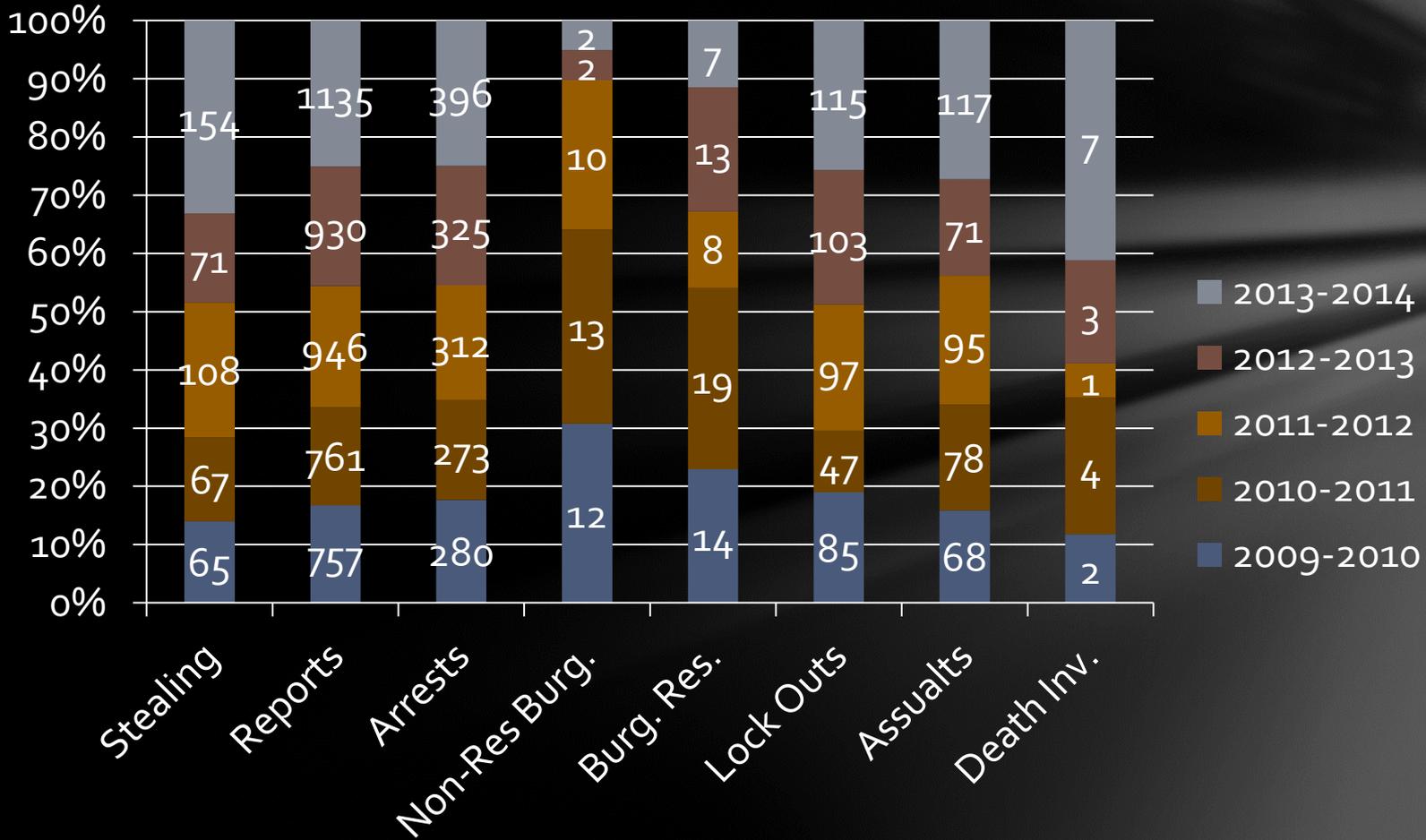
Police Department Stats 2013-2014



City of Peculiar

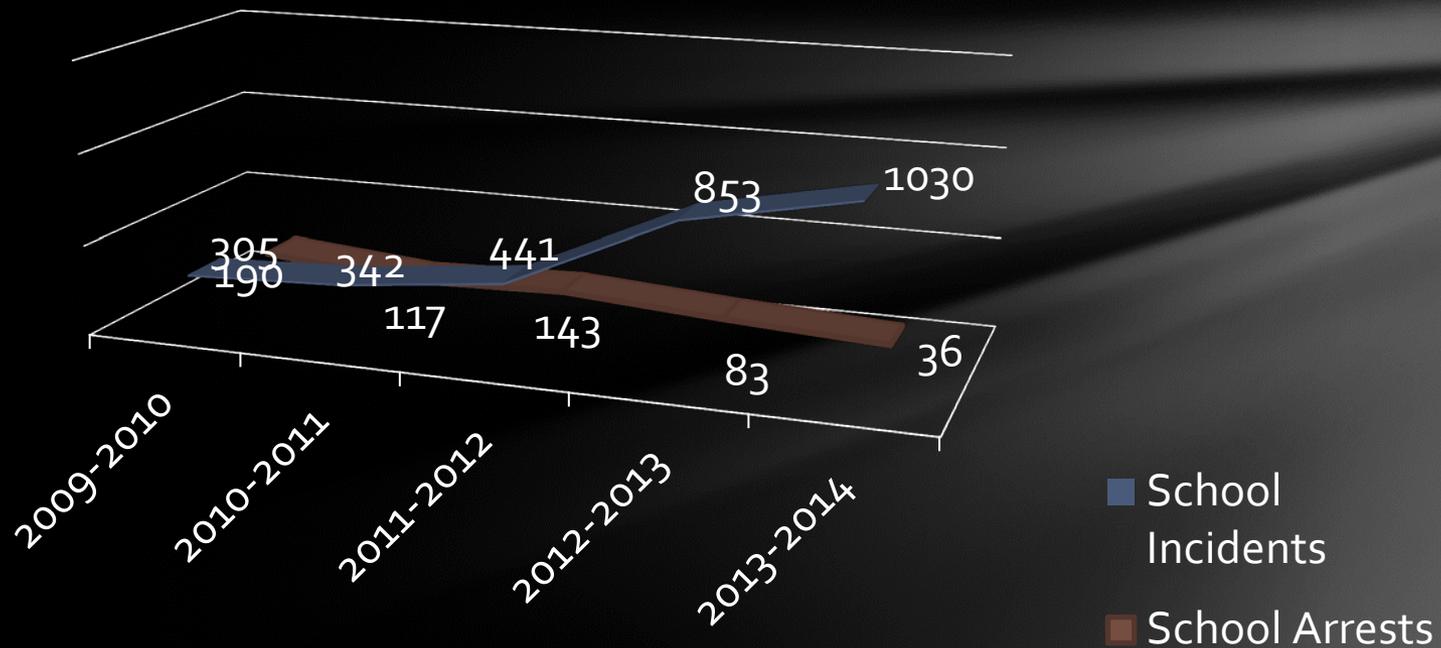
Police Department

5 year Crime Comparison



City of Peculiar

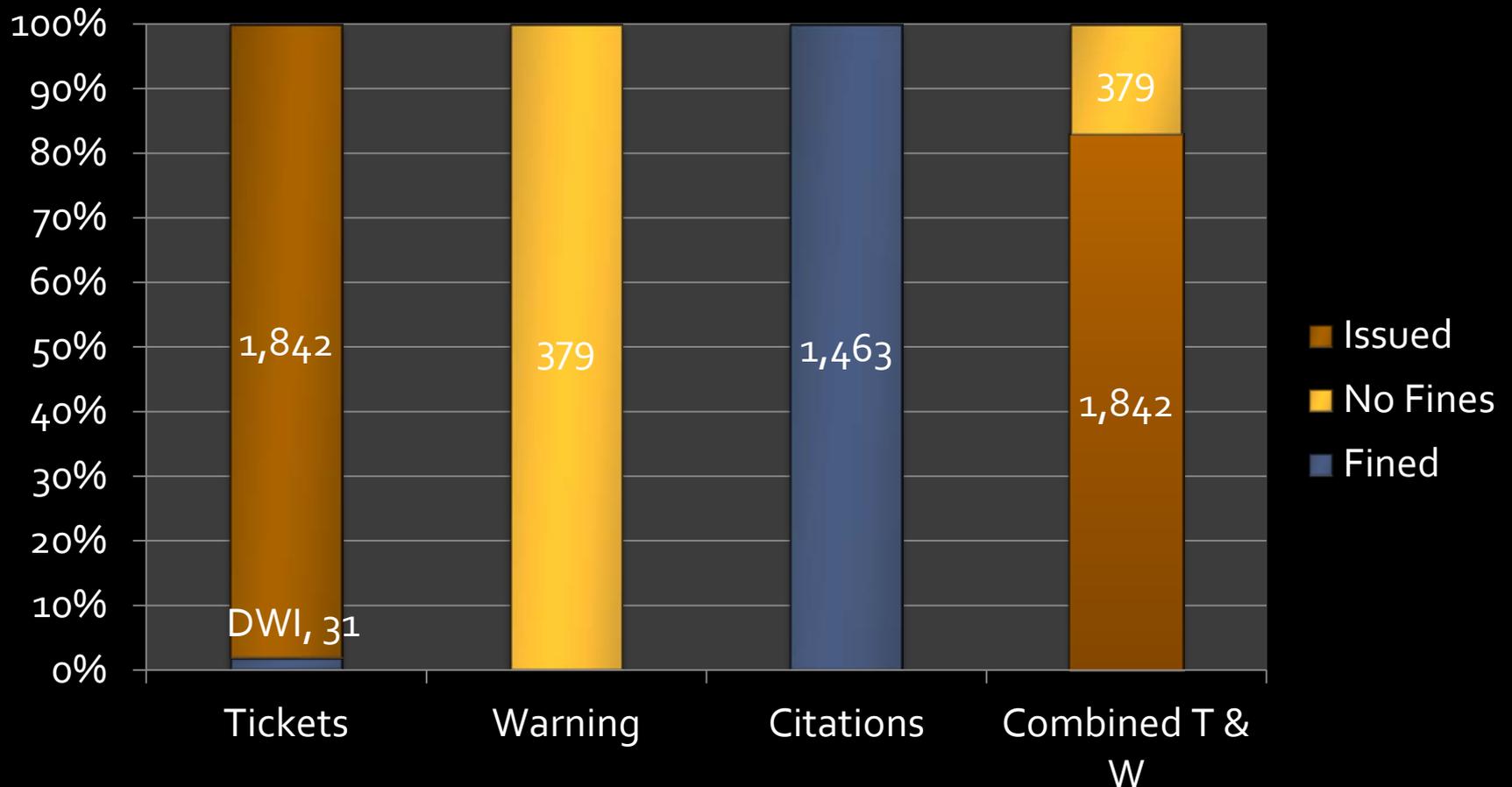
Police Involvement on School Campus



City of Peculiar

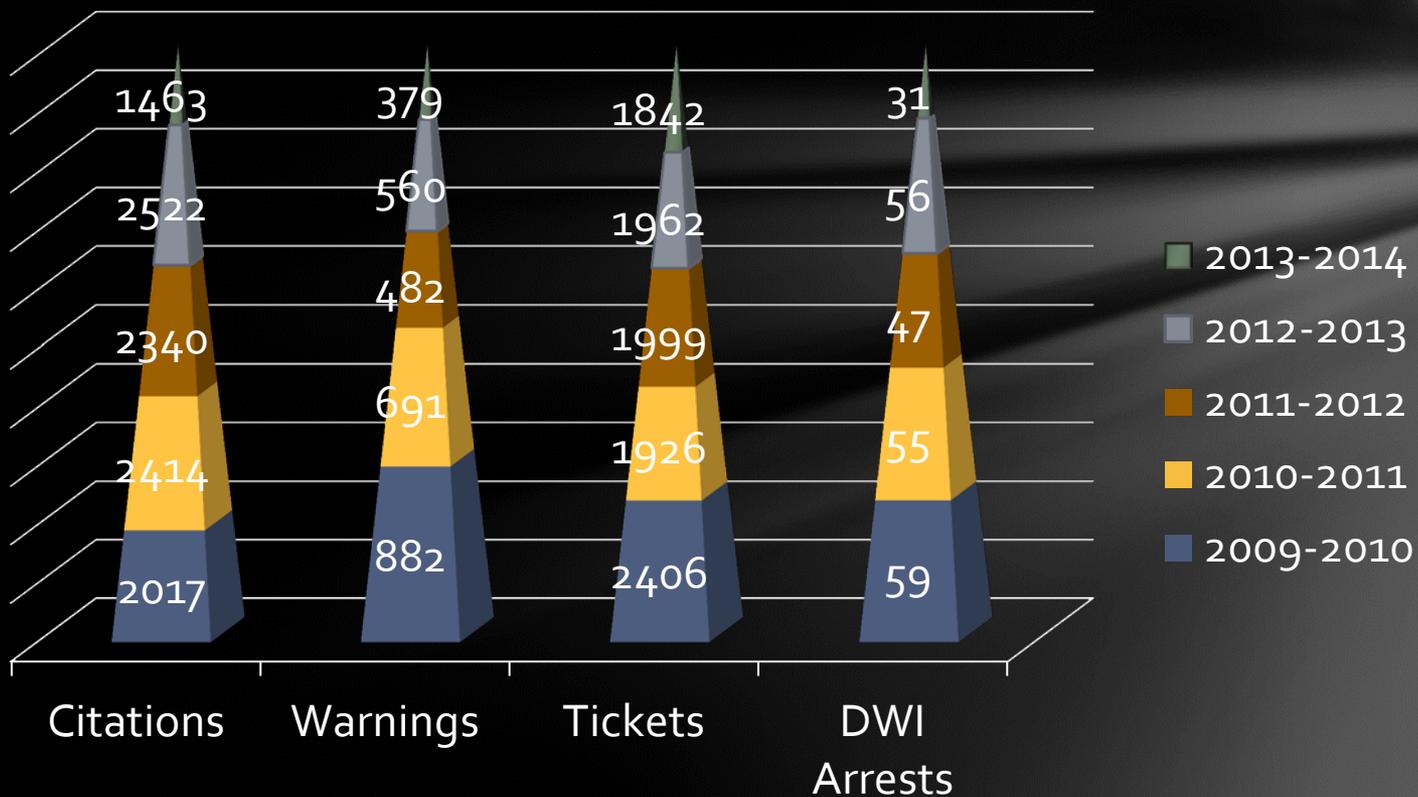
Police Department

2013-2014 Police Traffic Enforcement



City of Peculiar

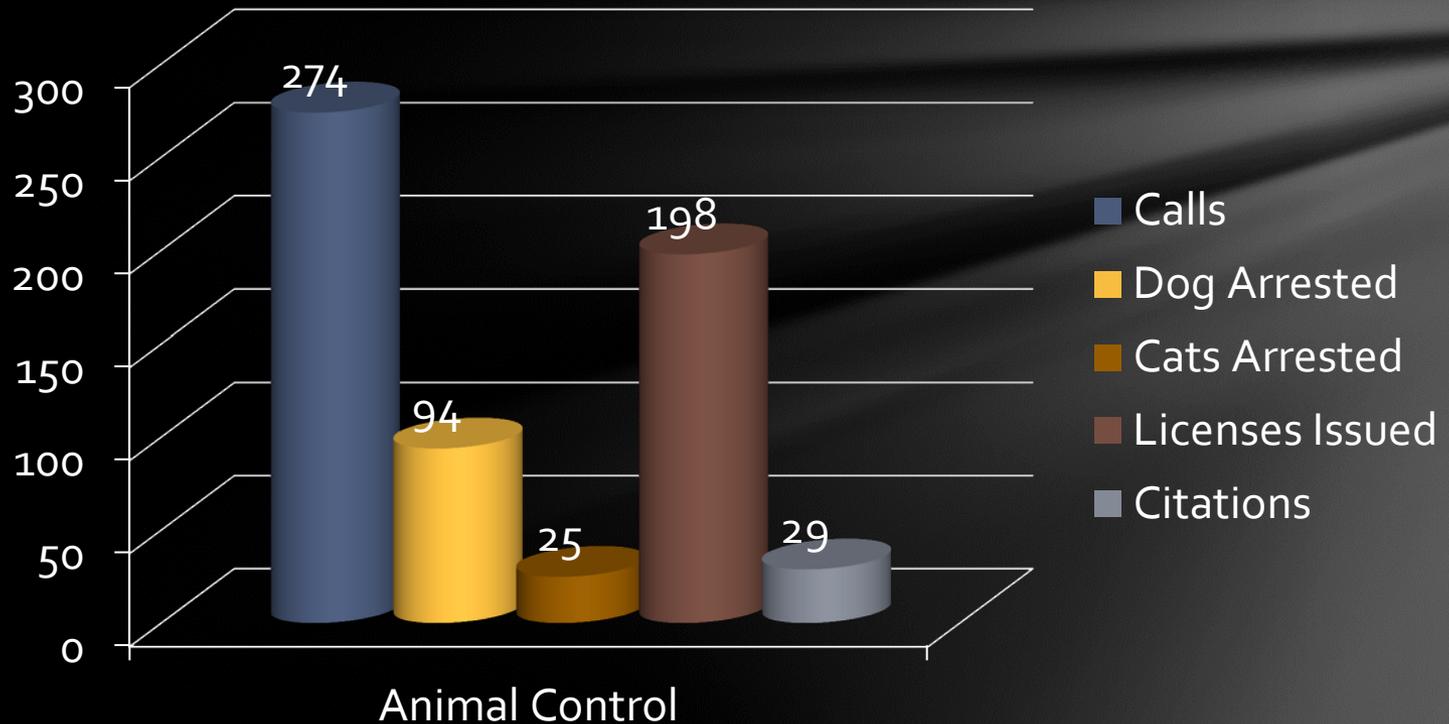
5 Year Traffic Enforcement Comparison



City of Peculiar

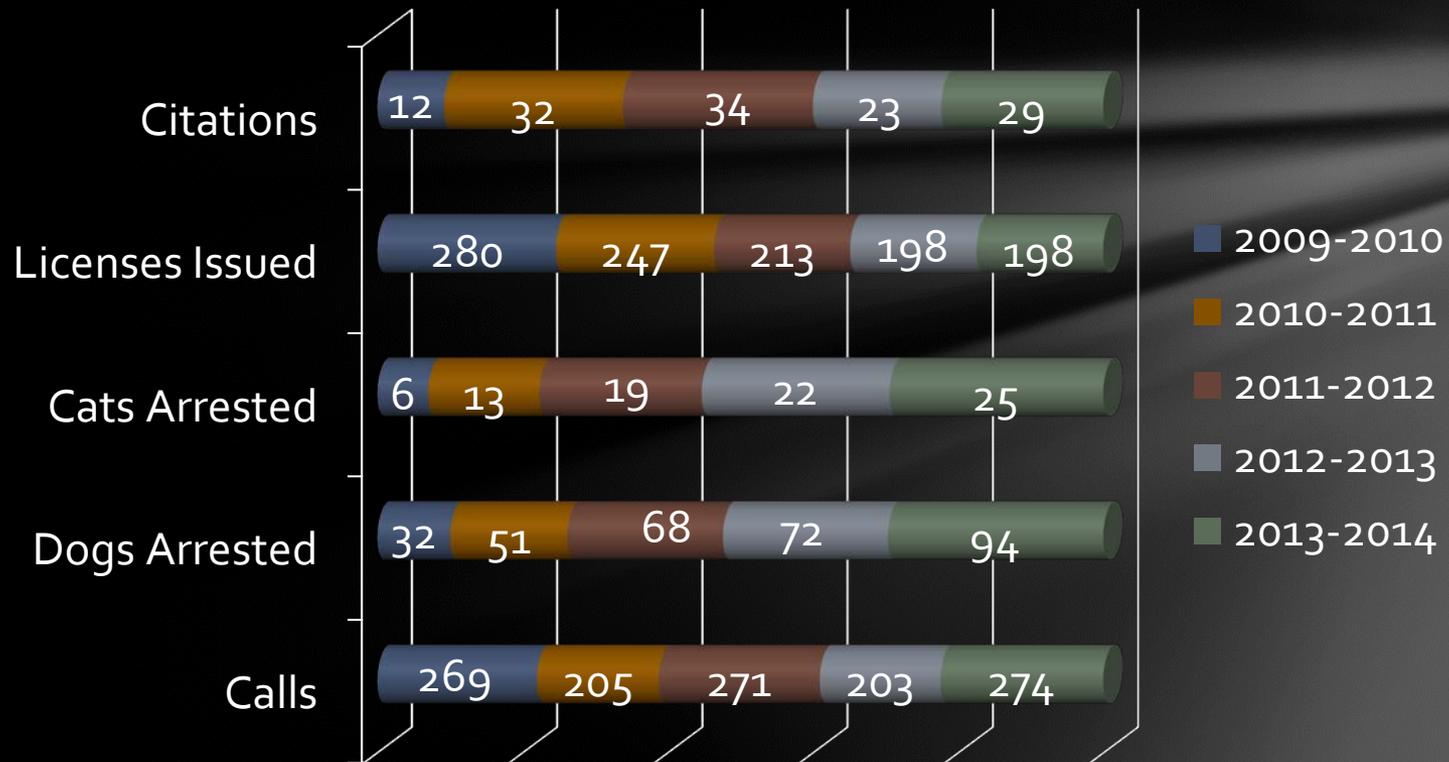
Animal Control

2013-2014



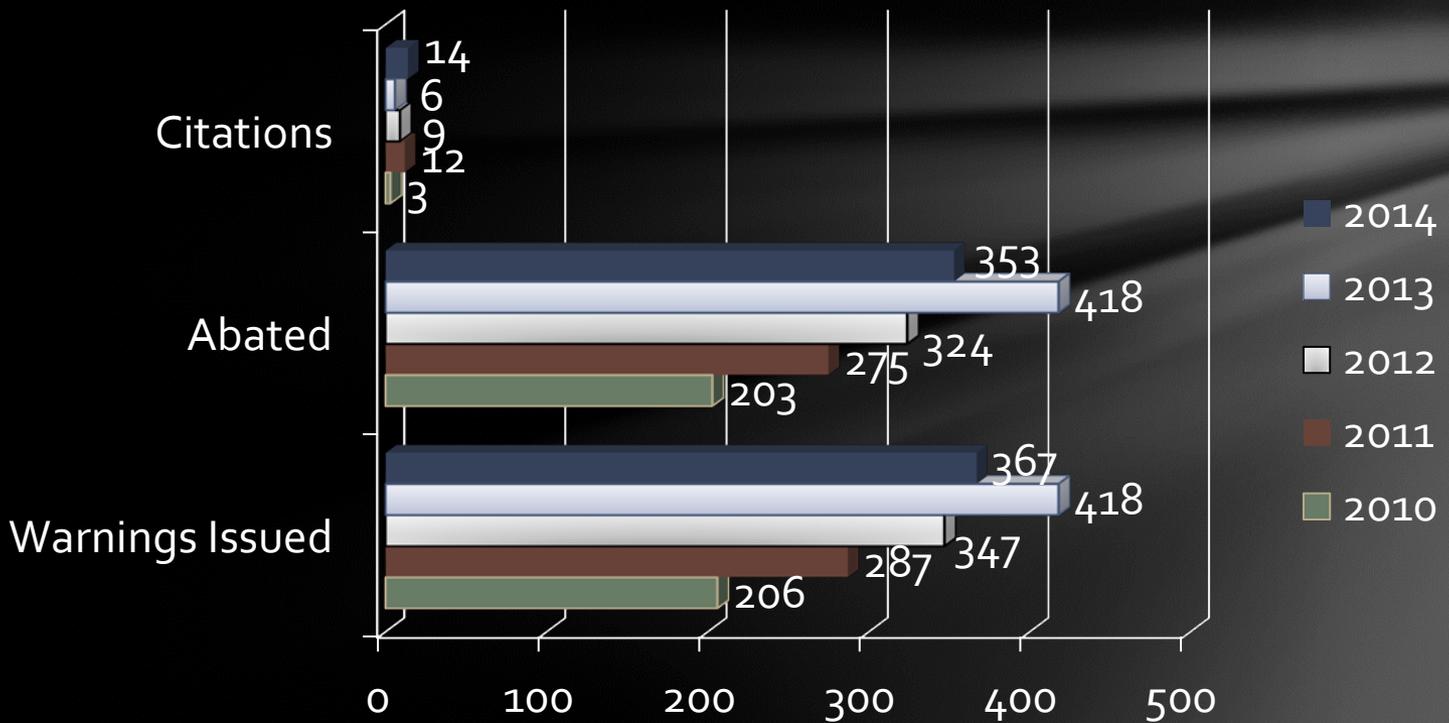
City of Peculiar

5 Year Animal Control Comparison



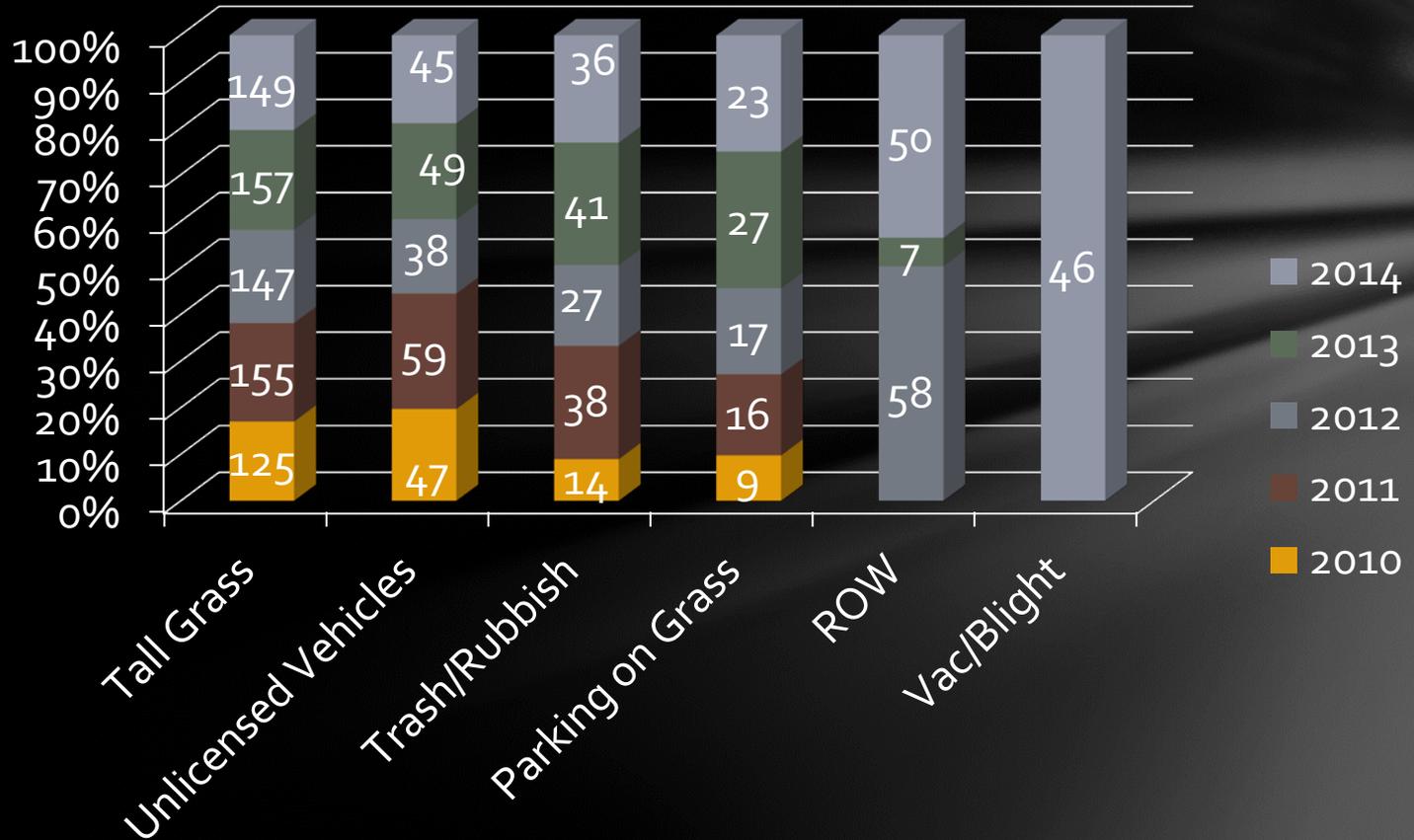
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Code Enforcement



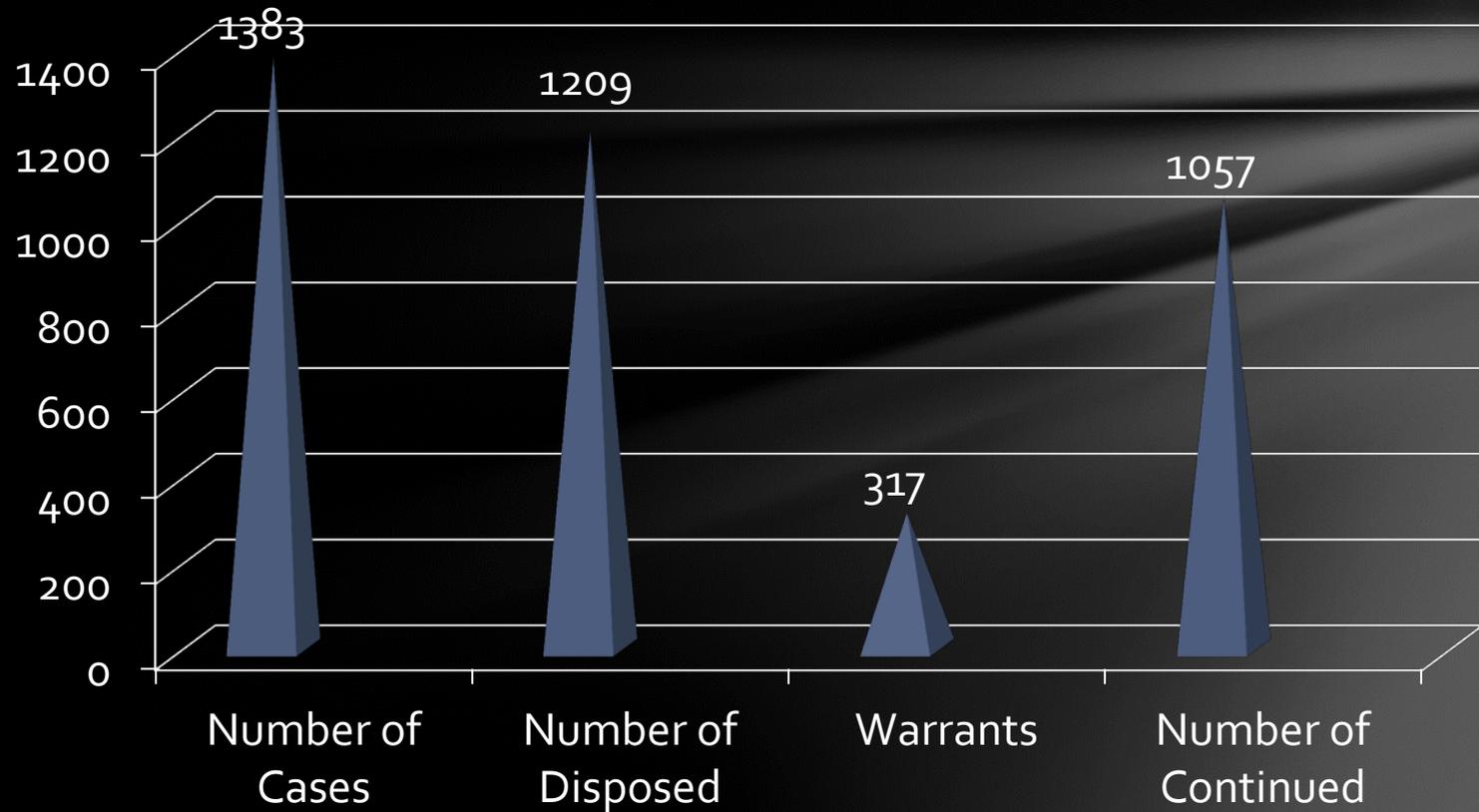
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5 Year Comparison on Top Code Infractions



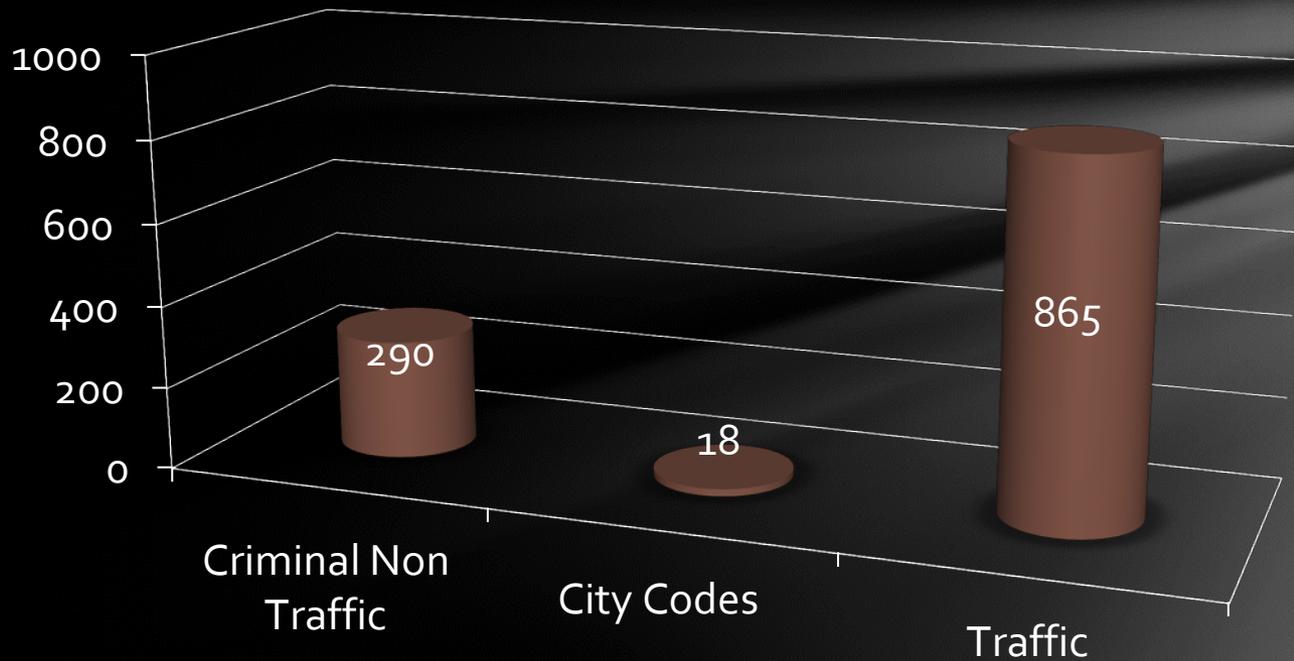
City of Peculiar

Municipal Court 2013-2014



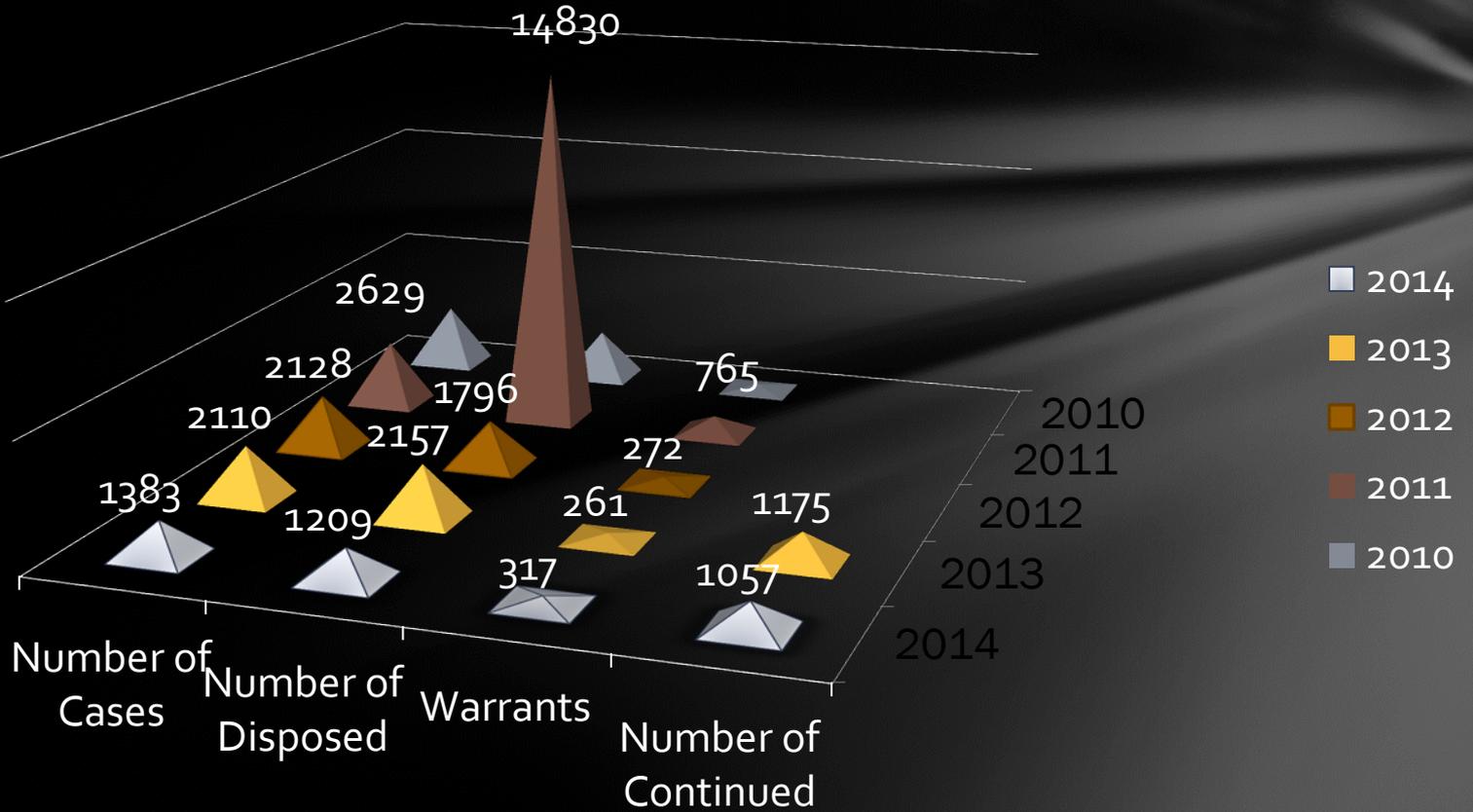
City of Peculiar

Municipal Court Top Violations Issued 2013-2014



City of Peculiar

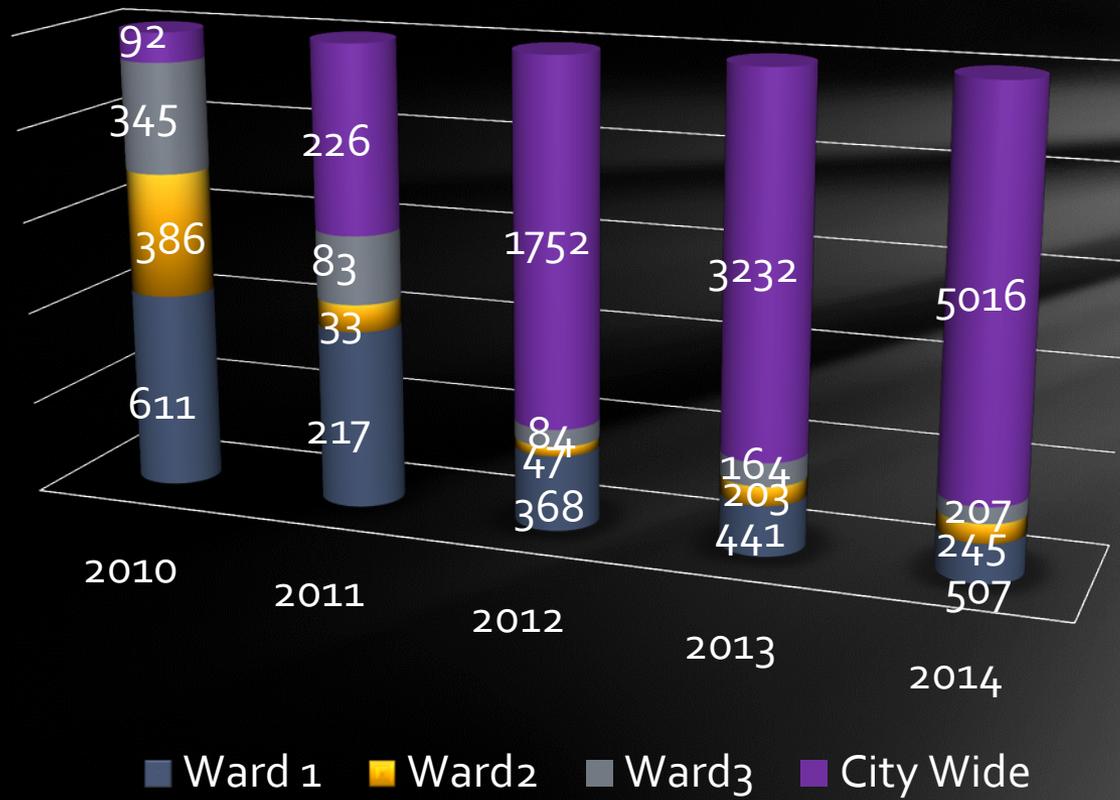
Municipal Court 5 Year Comparison



City of Peculiar

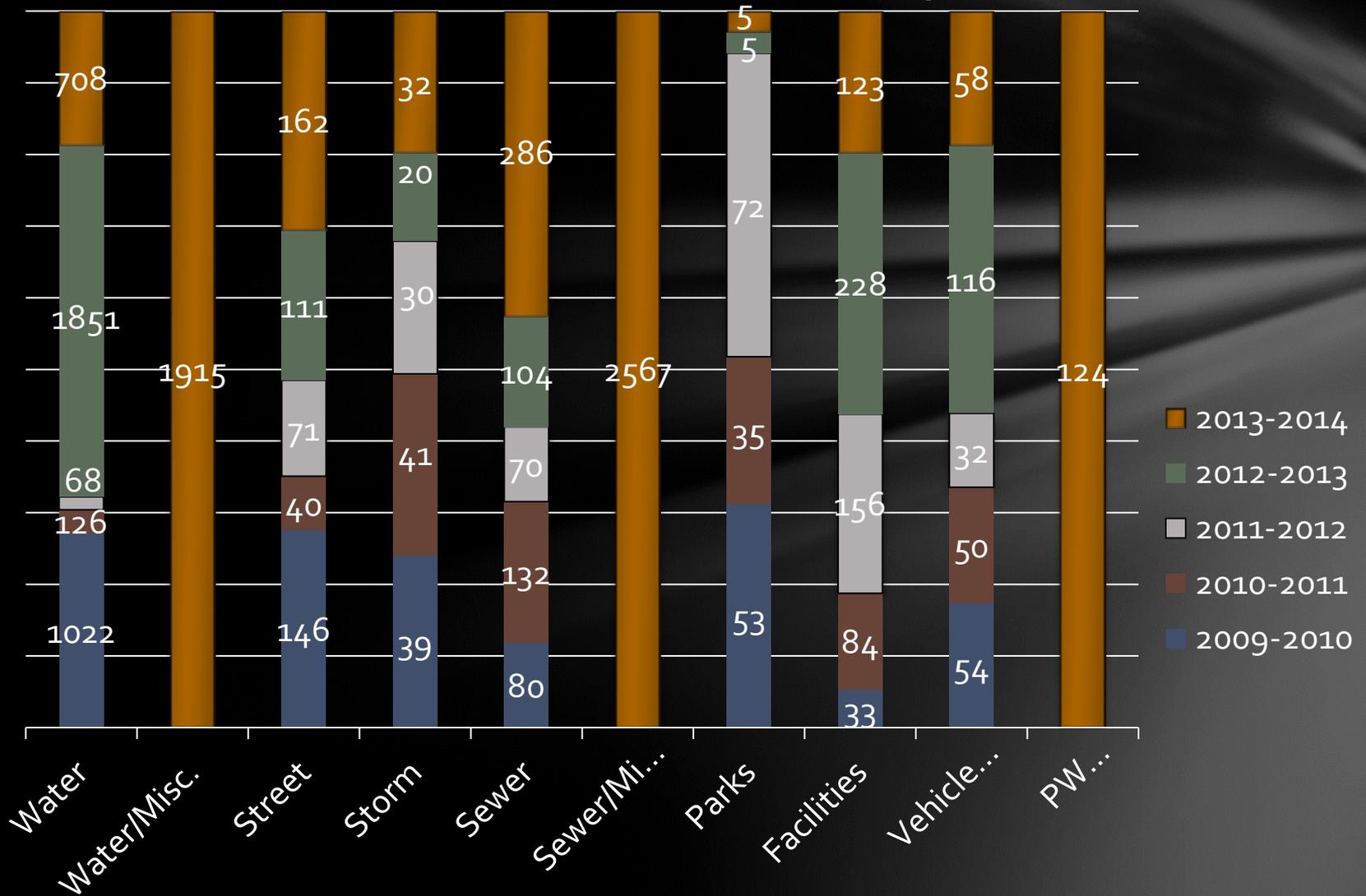
Public Works

PW Work Orders 2010-2014



City of Peculiar

Public Works, Work Orders Completed



City of Peculiar

Public Works Department Hours on Work Orders 2013-2014

Work Order Area	Hours	Percentage
Vehicle Maintenance	377	2%
Mowing	300	2%
Facilities	1,975	11%
Water/Sewer/Trash	12,451	69%
Streets/Storm Water/Snow	2,722	15%
Parks	60	.5%
Emergency Preparedness	100	.5%

City of Peculiar

Accomplishments 2013-2014

Economic Development

- An Economic Development and Incentive Policy for the City of Peculiar which outlines policy & procedures for Commercial Improvement Districts (CID), Neighborhood Improvement Districts (NID), Transportation Improvement Districts (TDD) and Tax
- The City of Peculiar Industrial Development Authority was reviewed and updated to support Economic Development inside City Limits. The re-establishment of Peculiar's IDA with application and policy guidelines was presented to the Board of Aldermen, approved and adopted by Resolution on May 5th, 2014
- The City contracted for three (3) studies to support its future Economic Development: Downtown Market Analysis, 211th Street Corridor Analysis and an Economic Incentive Analysis. All three studies are complete and immediately available on the City Website.
- The City made significant progress to establish a Certified Industrial Site with the State of Missouri for properties immediately West of the 211th Street & I-49 Intersection. Final commitments from property owners will authorize an MDNR Environmental Study to complete the application information.
- The City is completing the process to establish a Community Improvement District (CID) which encompasses the 211th Street & I-49 Intersection and adjoining East and West properties. The boundaries are defined, and final approval of property owners is pending.

Police

- The goal for the shooting simulator purchase and placement at the Cass Co Sheriff's Office was accomplished. The academy and the City of Peculiar have signed an agreement for free academy training for the Peculiar police officers.
- The police department has demonstrated their concern for safety of citizen's living and visiting in the community. The department has not received any formal officer complaints within this past year.
- The department will began utilizing new electronic equipment purchased by the win-fall federal funds. All officers are properly utilizing the new electronics. The equipment includes new in-car cameras, body cameras, electronic finger printing, interrogation room recordings, in-car computer stations, and electronic ticket writers.
- All law enforcement officers have completed the state required racial profiling training and the officers of this department have not exceeded disparity rates with the minority community.
- All Forfeiture Funds have been utilized and being prepared for audit.

Business Operations

- This fiscal year was very busy with many new changes and procedures that were implemented. The budget process has been revised and it included department heads in assisting with creating their budgets for each of their departments. It aids them in the purchasing process and also makes them aware of their entire budget. Many new details have been added to the budget and it has enabled the City to present it to GFOA for the budget award program. We are waiting to get results on it soon.
- The finance department has implemented a Debt Policy and an Asset Management program this year. The total Asset Management program has been finalized and is up and running, with updates being added annually.
- A complete 5 year plan for funding CIP was created as well as the supporting work sheets to make it clear on each project on where it was located as well as the future funding needs once completed.
- The budget this past year emplaced performance measures as well as implemented desired policy directions out lined in the work shop of the Board of Aldermen.

City of Peculiar

Accomplishments 2013-2014

Codes

- The City issued Seventeen (17) Single-Family Housing Permits this past year - the most issued since 2008. This reflects of an improving economy, speculation on the 211th Street & I-49 Intersection and the reduced Building Permit Fee authorized by the Board of Aldermen.
- Construction Document Scanning Project completed. All Construction and As-Built drawings on file are digitized and readily available for City Staff to access.
- Codes Enforcement Official (Mr. Erickson) received Certification as Erosion and Sediment Control Inspector.
- Added categories of review in the code property management enforcement.

Planning and Zoning

- A City of Peculiar 3, 8 and 13 Year Annexation Plan was presented to the Board of Aldermen on October 7th, 2013, approved and adopted by Resolution.
- Completed the Annexation Process for Five (5) parcels of land adjacent to East 211th Street as approved by the Board of Aldermen and the residents of Peculiar (by vote); the formal Annexation Process was completed October 8th, 2013
- An Illicit Discharge Ordinance was developed as required to support the City of Peculiar MS-4 (Municipal Separate Storm water Sewer System) Permit required by MDNR (Missouri Department of Natural Resources). This new requirement was completed, presented to the Board of Aldermen, approved and adopted by Ordinance in November 2013
- The City of Peculiar Zoning Map was updated to reflect all Zoning changes and changes to Peculiar's City Limits from Annexations since its approval in May 2009. The Updated Zoning Map was approved and adopted by City Ordinance on January 6th, 2014
- An Ordinance to amend the Municipal Code, Chapter 400 Zoning Regulations, to provide an Approved Land Use Table for multiple zoning Districts (including all Commercial Districts) was developed and presented to the Board of Aldermen; this Ordinance was reviewed, approved and adopted by City Ordinance on March 3rd, 2014.
- The Board of Aldermen were briefed on the need for the City to secure Contract Services to provide Project Design Review and Construction Inspection on large commercial & industrial developments. The Board approved the Resolution to enter into a two year contract with the Institute for Building Technology and Safety (IBTS) to provide these services on July 21, 2014

Sewers

- Submitted to MDNR and received a grant (\$50,000) for the Engineering Report on Sanitary Sewer Conveyance, Collection, Pumping, and Treatment Facilities.
- Identified several projects to submit to MDNR State Revolving Fund for financial consideration. The sanitary sewer projects approved on the potential funding list have a value of \$8.914M.
- Completed a 5 year CIP Funded CIP Plan with a rate study to support those needed CIP's for the next 5 years. In the rate study is a possible winter averaging that could be offered to residents when the new software is in place.
- Established a true preventative maintenance plan that is supported now through the rate study to ensure that our system excels.

City of Peculiar

Accomplishments 2013-2014

Roads & Bridges

- We received the final award amount by the full MARC board in the amount of \$1.1M regarding our grant application of the 211th Street project from East Outer Rd to School Rd. We had requested the MARC board to fund the \$1.1 M award in 2015 rather than 2017 and have been approved for that funding. First time Peculiar has ever been awarded funds from Federal Transportation Dollars through MARC.
- Submitted for TIGER and received the Highly Recommended classification but not in the funding cycle. Because the actual construction may not start until Aug-Sept. 2015 we hope to apply again for TIGER Funding.
- Finalized an agreement with Cass County on the improvements of School Road Phase 3 which will widen, add curb, guttering and sidewalk from 203rd St. to 211th St.
- Completed a 5-year funded street capital improvement program (CIP). This plan outlines the needs by the deterioration of the road as well as the needed maintenance on for each street of the City.
- School Road bridge was improved by Cass County. While the City has some issues with the final product, we are glad to see an improvement to the storm water flow and structure of the bridge.

Water

- Submitted to MDNR an application for a Supervised 5 year program; and approval of the Supervised 5 year program has been granted.
- Identified three (3) Capital Improvement Program (CIP) projects to submit to MDNR State Revolving Fund SRF for financial consideration. The three CIP projects are on the potential funding list, worth \$1.34M in SRF funds.
- MDNR approved our submitted water design standards and details, and construction specifications and details as requested.
- Worked closely with City Professional Staff along with City Staff to assemble an extensive itemized 2014 – 2015 working budget along with a 5 Year CIP to present to the Board of Aldermen. The CIP shows current costs along with how project will be funded.
- Ground Water Storage Tank: With the issuance of the \$1.245 million in bonds, City Staff requested the Mayor and BOA to enter into a final contract documents with Hogan Painting and Sandblasting Company for the completion of the painting of the ground water storage tank. The project was completed September 2014.
- CIP Water Main Nos. 1-3: An engineering contract in an amount not to exceed \$116,950 for design and construction phase services of water mains along Peculiar Drive, C Hwy, in Spencer's Addition and Harr Grove, south of Elm St. has been approved by the Mayor and Board of Aldermen (BOA). The anticipated water main project duration/schedule is expected to be 10 months.
- CIP Kansas City Water Supply Transmission Main, Master Meter and Appurtenances: An engineering contract in an amount not to exceed \$378,344 for design and construction phase services of the 12-inch water main along J Hwy from Hubach Hill Road in Raymore to Peculiar has been approved by the Mayor and BOA.

Facilities

- Completed the project management, including design and observed installation of the Police Annex Building Modification \$70,000 project.
- Completed over \$44,000 in facility maintenance cost projects and upgrades in facilities.
- Completed the project management, including design, advertisement, bid and award of the Police Storage Facility \$39,000 project.
- Formulated a weekly review program of all City owned Facilities to ensure maintenance and needs are identified for all locations.

City of Peculiar

Accomplishments 2013-2014

Sidewalks, Street and Storm Water

- Cleaned out several culverts in the City, and installed a storm sewer along the front of the properties on North Street and installed a storm sewer for the walking trail along the abandoned railroad.
- Work with MoDOT and received a \$70,000 grant in cost share funding for sidewalk project from City Hall to the J/C & I-49 interchange bridge.
- Completed a 5-year street capital improvement program (CIP).
- Completed the project design, advertisement and bid of the Bridle Trail Curb and Gutter \$12,000 project. Project was not awarded.
- Identified a sidewalk and trail system program to aid in the walkability of Peculiar.

Equipment and Safety Upgrades

- Two (2) new Ford -550's fully equipment with snow blades and spreaders were purchased by the city for use by Public Works crew members.
- Two (2) new Ford -150's were purchased by the city for use by Waste Division crew members.
- One (1) new Ford -350's fully equipment with cabinet panels were purchased by the city for use by Wastewater Division crew members.
- Upgraded all Public Works uniforms to ensure safety visibility and improve professional image.

Records/IT/ Ordinances

- Successfully purged old records according to Records Retention Laws.
- Established all BOA meetings to be paperless
- Cleared out all records from trailer by Old City Hall and sold trailer on GovDeals.
- Went through process of attaining a title to the Mobile Home at the Police Storage Facility and successfully sold it on GovDeals.
- Implemented offsite file backups for the Police Department.
- Purchased and prepared new Toughbook Laptops for all of Public Works.
- Purchased and implemented in car ticketing equipment.
- Purchased and implemented tablets for police vehicles.
- Implemented camera security system for Police Department and Police Storage Facility.
- Upgraded servers at Police Department and in car/body camera recording systems.

City of Peculiar

Accomplishments 2013-2014

Parks

- **Sports, Recreation and Special Events**
- Implemented online registration for youth sports programs on www.teamsideline.com/peculiar
- Offered 1st Season of Recreational Youth Basketball for boys and girls in grades 4th – 8th
- Hosted the 4th/5th Grade Boys end of season youth basketball tournament at Shull Elementary
- Offered 1st Season of Spring & 2nd Season of Fall Volleyball for girls in 4th – 8th grade
- Offered 1st Seasons of Spring & Fall Soccer for boys and girls ages 4 - 11
- Hosted “Charlie’s Battle” – a Benefit walk/run at 66 Acre Park in cooperation with HERTT (Heartland Emergency Response Training Team)
- Assisted City Staff with the Mayor’s Tree Lighting Event
- Hosted the Annual Tractor Pull
- **Administration**
- Renewed Missouri Parks & Recreation Public Agency Membership for 2014
- Worked with City Clerk to secure “right-of-way” along the abandoned railroad for future trail use
- Implemented a “Sportsmanship Policy”
- Revised Chapter 125: Park Board of the Peculiar Municipal Code
- Revised Chapter 225: Parks and Public Property of the Peculiar Municipal Code
- Established Chapter 226: Criminal Background Checks of the Peculiar Municipal Code
- Implemented a “Volunteer Background Check Policy”
- Revised the Park Board By-Laws
- Awarded a full scholarship to attend the National Recreation and Park Association “Director’s School”
- Developed an Internship Program
- **Parks**
- Purchased a Kubota BX2360 utility tractor and box blade for park and trail use
- Bid & selection of general contractor for RFP 2014-004: Raisbeck Park Grading Improvement Project
- Bid and selection of city/parks mowing and parks maintenance contracts
- Entered into a supplemental agreement with Land3 Studios for completion of Raisbeck construction project management and water well investigation for irrigation
- Awarded a \$13,450 Land Water Conservation Fund grant towards construction of a walking trail at Raisbeck Park
- Began renovation of Mayor’s Park
- Began installation of a new water line at Raisbeck Park (assisted by the Water Department)
- **Trees**
- Established and held quarterly meetings of the Peculiar Tree Board
- Attended the Missouri Community Forestry Council annual conference in Jefferson City
- Held an Arbor Day Observation event at Shull Elementary and Peculiar Elementary
- Hosted a Tree Board community “Planting” event at Raisbeck park – planted over 100 tree saplings
- Mulch Project – continued tree debris chipping into a mulch stockpile for general park use

City of Peculiar

Goals for 2014-2015

Police Department



- The department will be establishing secure protocols for retention and control of video evidence for both in-car video and body worn video. With the assistance of the IT department, access to duplication of the video will be limited within the agency.
- The department will continue to stress cultural diversity in the community and assure that all officers are achieving required continuing educational racial profiling training as promulgated by Missouri State Statute. The department will strive to make appropriate minority hiring to reflect the needs of this community and remain within acceptable governmental and social disparity rates.
- The Peculiar Police Department will strive to better communicate with our citizen's, especially those who are victims of crime. The department will refer crime victims to crime victim advocates at the prosecutor's office in those cases where a suspect has been identified.
- Require a professional work ethic and professional work product by officers engaged in routine police duties, and preliminary and follow-up investigations.

Public Works



- Closely manage and begin the oversight of the largest Public Works capital project in the construction of the 211th Interchange. It will begin the biggest change to the Community since 71 Hwy was constructed through the community in the 1960's.
- Complete a 5-year curb and gutter, and sidewalk capital improvement program (CIP).
- Incorporate the use of two (2) new Public Works vehicles into the Public Works fleet program.
- Complete a ten (10) year Vehicle Replacement program for all Public Works vehicles.
- Supplement streets and storm water design standards and details, and construction specifications.
- Begin gathering information for the first draft to start the APWA Accreditation process.
- Begin gathering information for the first draft of Construction Standards for the Public Works Division.
- Review and start putting together operational guidelines for Administrative and Maintenance for the Public Works Division.

City of Peculiar

Goals for 2014-2015



P & Z / Codes

- Revise the City's Ordinance regarding Land Disturbance Permits to align the requirement with MDNR's one (1) acre minimum qualification and provide additional guidance for large area development.
- Complete an Update of the City of Peculiar's 2008 Comprehensive Plan, to include:
 - a. Revised/Updated Future Land Use Plan
 - b. Economic Development & Marketing Plan
 - c. Explore "Interstate Commercial District" (or similar)
- Prepare to Implement ICC (International Code Council) 2012 Building Codes for the City of Peculiar, to include: International Residential, Building, Mechanical, Plumbing, Energy Conservation and Fuel-Gas Codes amended for Peculiar's requirements – adopt in 2015-2016 Budget Year.
- Schedule 2012 International Code Council (ICC) training for Codes Inspector to achieve certification for at least one discipline (Electrical, Mechanical, Plumbing or International Residential Code).
- Digitize Residential Building Permits and enter into Asyst (or new database) back thru the year 1996.
- Perform City-wide study/update of Storm Water Detention/Retention Ponds to identify problem areas, documented with photos, and recommend corrective actions as suggested by the City Engineer.

Parks and Recreation

- Implement and Install new Park signage program
- Develop a Parks Division "Standard of Operations for Parks, Facilities and Trails"
- Develop and implement a Parks & Recreation Marketing Plan
- Complete the "South Grand River Nature Trail" at Raisbeck Park
- Complete the general renovation and renaming of Mayor's Park
- Hire a full time Park Employee
- Begin 66 Acre Park improvements to include public walking trail, practice soccer fields and signage
- Offer a Fall Flag Football League for Kindergarten through 5th Grade



City of Peculiar

Goals for 2014-2015

Clerk/IT/Business Office

- We are implementing a new finance software system which will be a massive project throughout all City departments
- Consolidation of funds within the accounting system and also consolidating bank accounts and streamline journal entries within our General Ledger to lessen data entry time for staff
- Implement software for Document Storage and Record Retrieval.
- Successfully implement the random draw process for Election Candidate Filing.
- Continue to work with Parks Department to secure trail to Dollar General along rail bed.
- Continue to utilize GovDeals to dispose of City Equipment and vehicles.
- Cameras for Public Works, Sewer Plant, Water Tower and Parks.
- Implement Incode Modules for all Departments.
- Implement new Cyber Security Guidelines for all departments.
- Relocate networking equipment at Police Department.
- Relocate networking equipment at Public Works.



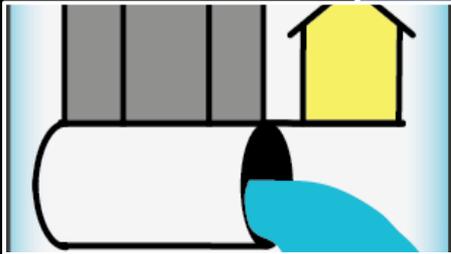
Water Works Division

- Begin the project management of engineering design, alignment study and acquisition of water main easements for the transmission main (\$3.9M) from Raymore to Peculiar along J Hwy, direct connection to KCMO.
- Begin the project management of engineering design, of the three (3) water main improvements projects (\$1.4M); including the sidewalk project from City Hall to the J/C & I-49 interchange bridge.
- Gather information and evaluate new utility billing software.
- Begin gathering information for the first draft of Construction Standards for the Water Works Division
- Review and start putting together operational guidelines for Administrative and Maintenance for the Water Works Division
- Begin gathering information for the first draft to start the APWA Accreditation process



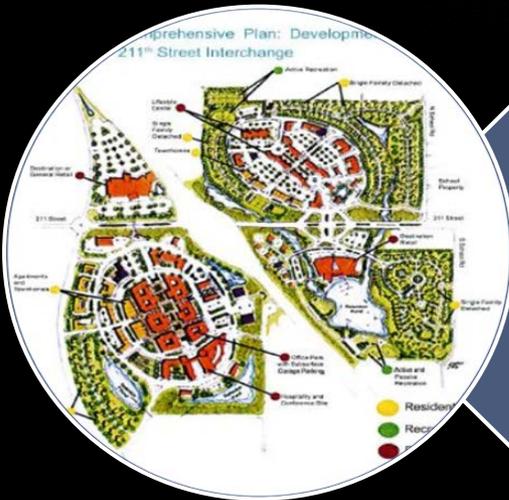
City of Peculiar

Goals for 2014-2015



Wastewater Division

- Review and evaluate a sludge handling agreement with the City of Harrisonville to haul wastewater sludge to the Harrisonville Wastewater Treatment Plant in lieu of Little Blue Valley Sewer District.
- Submit to Missouri Department of Natural Resources (MDNR) an application for a 5-year Supervised Program.
- Supplement wastewater design standards and details, and construction specifications
- Gather information and evaluate new utility billing software.
- Begin gathering information for the first draft of Construction Standards for the Wastewater Division
- Review and start putting together operational guidelines for Administrative and Maintenance for the Wastewater Division
- Begin gathering information for the first draft to start the APWA Accreditation process



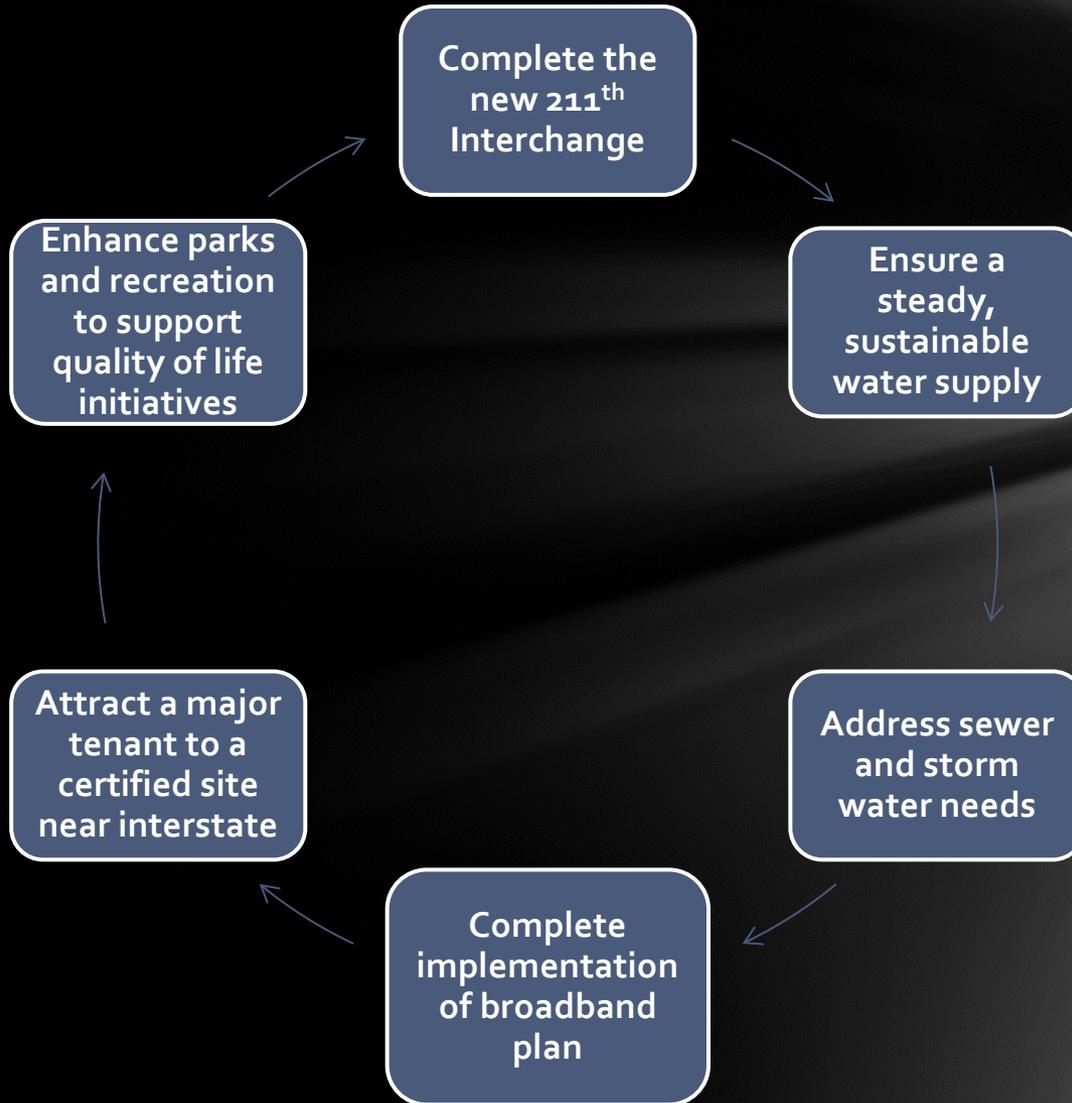
Economic Development

- Complete the Certified Industrial Site
- Complete the creation of the CID around 211th Interchange
 - Come up with a plan, if any, for Broadband for BOA to Review
 - Completion of the Comprehensive Plan update that accounts for the completion of the 211th Interchange as well as strengthen quality standards of building and planning.
 - Prepare and submit \$8.1 Million in Tiger Grant for the 211th Interchange and Street project.
- Implement all of the new economic tools adopted by the BOA to begin to compete with surrounding communities.
- Identify a Firm that will aid the City in marketing the 211th corridor for potential companies or developers.

City of Peculiar

Critical Priorities for the next 5 years

B.O.A. July 7, 2014



Questions?



A Solid Foundation!