

**MEETING MINUTES - PARK BOARD
CITY OF PECULIAR, MISSOURI
July 29, 2013**

A work session of the Park Board of the City of Peculiar, Missouri was held in the Council Chambers of City Hall on Monday, July 29, 2013, beginning at 6:04 P.M. Park Board Vice-President Kelsie McCrea, called the meeting to order.

Members Responding to Roll Call

Members present for roll call include: Alderman Homer Dunsworth, Member Kelsie McCrea, Member Mike Hedrick, Member Andrew Boston, and Member Bryan Boyd. Park Director Nathan Musteen, City Administrator Brad Ratliff and Trudy Prickett, City Office Manager, were also present.

Budget Preparation Minutes

Director Musteen provided an overview of the packet provided to the Board members, including the current Mission and explained that he prepared the draft budget to reflect both the mission and the goals of the Park & Recreation Department.

City Administrator Ratliff explains to the Board why he believes people move to Peculiar: education, safety and quality of life. Quality of life is where the Park & Recreation Department fits in. He also relayed the Mayor's goal to have recreational activities in the community by April 2014.

As it relates to the budget, Mr. Ratliff explained that the City gave \$18,000 to the Park Board to create the Park & Recreation Director position. He believes that it is important for the Board to make decisions quickly to get programs up and running. These programs will eventually support the Director position. Mr. Ratliff indicated that he plans on recommending to the Board of Alderman that the \$18,000 remain in effect for next year and that it not hit the Park Board budget as we try to get programs implemented throughout the city.

Mr. Ratliff this discussed various pieces of the budget and what the line items mean such as accounting and legal services and administrative building costs. He also acknowledged the big ticket items on the Park Board's budget of Park Maintenance and Mowing, and acknowledged the anxiety some members have around this cost. Mr. Ratliff believes that at this time privatizing this work is the best for the City and the Park Board and perhaps as we continue to grow there will be opportunities to bring the work back to the City. Director Musteen reiterated that he is very pleased with the work Excalibur has been providing the city since he started in 2012.

Mr. Ratliff then went on to explain the audit process and discussion ensued regarding the Park Board's bond payment requirements, and acknowledged that the principal payments will increase more than 50% in six years. The Board and staff discussed the need to prepare a five year plan to work toward to increase Park & Recreation revenues to cover the increased principal payment. Director Musteen indicated that he would like for the Park Board to provide direction on what his priorities should be so the budget can reflect those priorities.

The Board reviewed the line items and recognized that it is very tight with little wiggle room. In fact, to bring recreation into Peculiar the Board will need to utilize some of its reserve funds. The Board did not factor in any sponsorship or grants in the budget process so as to not rely on them. If they become available, the budget will improve tremendously. The Board recognized the need to focus its Community Outreach efforts to ensure sponsorships and grants are obtained as much as possible for programs in the community.

Director Musteen also inquired as to the Board's stance on recreation programs versus special events. He would like for us to prioritize our goals based upon those that will most likely bring in revenue quickly. The Board agreed that recreation programs appear to bring in more revenue as well as more traffic to the community which helps increase sales tax. The Board does not believe that a fishing derby is something that Director Musteen should focus his time on and also agreed that any 5K should be postponed until after renovations at Raisbeck have been completed. Director Musteen will follow-up with President Stark to determine whether we should continue to include the Tractor Pull in the budget for 2014.

Director Musteen relayed to the group that Volleyball will be offered to girls this fall and basketball will be offered in the winter. The Park Board agreed with the funds that Director Musteen requested to begin these programs. Based upon the direction the Park Board agreed to pursue through the Parks & Recreation department, Mr. Ratliff asked the Board to acknowledge the understanding that approximately \$80,000 will be removed from the Park fund to support the start-up of recreation in Peculiar. The Board acknowledged and agreed with this assessment.

Director Musteen then walked through the other Park improvements he recommends such as the addition of an ADA compliant sidewalk at McKernan Park and improvements to City Lake's water access which is currently broken leaving no water capabilities at the shelter. The Board agreed with these improvements.

City Office Manager Trudy Prickett will take the changes discussed during the work session and update the line item budget to present at the August 12, 2013, Park Board meeting. Upon the Board's approval at that meeting, the budget will be added to the next Board of Alderman agenda.

The Board then discussed the renovation project at Raisbeck and Director Musteen provided an update on the work being conducted by Land3. Currently they are focused on getting the fields done and Director Musteen will ask them to hold off on any work regarding irrigation. Alderman Dunsworth agreed to contact a community member so that we can get a better understanding of the current water set up at Raisbeck.

Member McCrea made a motion to adjourn at 8:05 p.m. Member Dunsworth seconded the motion. The motion carried with a 5-0 voice vote.

These minutes were taken and transcribed by Member McCrea.

Approved: August 12, 2013