

**MEETING MINUTES  
PARK BOARD  
CITY OF PECULIAR, MISSOURI  
July 14, 2014**

A regular meeting of the Park Board of the City of Peculiar, Missouri was held in the Council Chambers of the Municipal Building on Monday, July 14, 2014, beginning at 6:36 P.M. Director Musteen called the meeting to order.

**Members Responding to Roll Call**

Members present for the roll call include: Member Homer Dunsworth, Member Bryan Boyd, Member Doug Stark and Member Dan Margita. Director Musteen was also present. BOA Liaison Kelsie McCrea notified Director Musteen that she would not be present for the meeting. Members Green and Harlan were not present.

**Officer Election & Seat Vacancy**

Nominations were taken for Park Board Chair to replace Andrew Boston who resigned in June. Member Boyd nominated Homer Dunsworth for the remainder of the current year and through September of 2015 for a total of 14 months. The nomination was seconded by Member Stark. The motion carried with a 3-0 voice vote. Member Dunsworth abstaining.

Director Musteen discussed the openings on the Tree Board. Former members King and Boston are no longer on the Park Board which leaves two vacancies for the Tree Board. Three members are required to sit on the tree board. Having three members absent, it was decided to wait until the August meeting for Tree Board nominations.

**Consideration of Agenda and Minutes**

Member Boyd made a motion to accept the minutes from May and June, Member Dunsworth seconded. The motion carried with a 4-0 voice vote.

**Old Business**

A. Tractor Pull

Director Musteen presented a finance report for the Tractor Pull. Discussion on finalizing the United Rentals bill ensued. The final figures will change once the United Rentals bill is accurate. The finance report also indicates the separate expenses listed for the Band Boosters concessions operations and the city expenses. Discussion on profit/loss of previous events ensued. Member Dunsworth commended Member Stark for an excellent event. Member Stark noted that the tractor pull netted \$850 dollars. Member Dunsworth discussed the value of an event for the community and the profit amount should not always determine a successful event. The total profit for the city is around \$3300 which includes concessions and gate. Director Musteen made note that his hours were not calculated in the financial report.

More discussion on the value community events and the future of the Tractor Pull continued.

#### B. Municipal Code Update

Director Musteen reported that Chapters 125, 225 and 226 have been passed through the Board of Alderman with a first and second reading.

Director Musteen noted that with these ordinances in place, we can move forward with our park signage program this fall.

### **New Business**

#### A. FY15 Budget

Director Musteen presented the board with a draft version of the upcoming budget. The City administrator, business manager and City CPA have all reviewed the budget. Director Musteen indicated that the budget was a zeroed-out budget with additional Capital improvement items listed separately. A general review of how the budget was prepared and major changes were highlighted. Discussion regarding the change from a Park Maintenance contract to a full time park maintenance supervisor as directed by the board in June ensued. Director Musteen reviewed the methods used to fund the position and phase out the current contract. There are pros and cons to this change, Director Musteen reminded the board that the Park Fund is sales tax based, the economy can make a difference in our funding, and this should be considered when bringing on additional staff. More discussion on regarding the expenses associated with implementing recreational programs and leagues continued.

Member Stark asked how the maintenance contract will affect the mowing contract. Director Musteen stated that the two contracts will remain separate. Further discussion on funding the full time employee continued. Director Musteen noted the hourly rate for the maintenance contract at \$19.75 as opposed to \$16.00 per hour full time employee, but we also take on a benefit package. The full time employee will be a 40 hour job whereas a contractor works as needed. Member Stark reminded the Board of the escalating bond payments coming up in 2019 and how the full-time employee will affect the city's ability to make those payments. Director Musteen stated that we want to make the best decision and do it right.

Member Boyd asked what duties would occur for the full time employee during the winter months. Director Musteen mentioned most of the tree work, equipment maintenance, recreational equipment cleaning, trail work and other stuff is done during the winter. The proposed position would also be an alternate on the snow plow plan in cooperation with the Public works crew being compensated out of the snow plow enterprise fund. Discussion regarding the purchase of new vehicle for the position was

discussed based on the pricing plan that public works recently used for purchasing their 5 new trucks.

Member Stark stated that he would prefer that \$14,000 dedicated to a volleyball court at City Lake be spent towards chip-and-seal parking at Raisbeck Park. Director Musteen stated that these were just ideas brought by the board and that they are “fun” projects that can be changed if the money is not available or if we change our minds.

Member Margita asked if the revenue from recreation programs go to the city or back to the parks. Director Musteen confirmed that revenue from recreation programs will go directly to the Park Fund.

Member Margita made a motion to recommend the proposed budget to the Board of Alderman. Member Boyd seconded. The motion carried with a 4-0 voice vote.

#### B. Mayor’s Park

Director Musteen addressed some needs at Mayor’s park. Mayor Stark has suggested that we rename Mayor’s Park to Sutter Creek Park to reflect the sub-division in which the property is located. Musteen also mentioned the relocation of a piece of play equipment from Raisbeck to Mayor’s park that replaces an old play feature. Two options were presented: Option 1 is to refurbish the equipment and mulch, change the name and host a re-opening ceremony. Option 2 is to pull all equipment and just mow the park.

Member Stark made a motion to move forward with Option to rebrand Mayor’s Park and update the equipment. Member Dunsworth seconded the motion. The motion carried with a 4-0 voice vote.

#### **Director’s Report**

Director Musteen worked through his written Director’s Report. He highlighted a Missouri Department of Conservation Trim (Tree Resource Improvement and Maintenance) Grant for work at Raisbeck Park. The grant award cycle is later in the summer. He was asked by our State Forester to serve on a 4 person panel to judge grant proposals from the Saint Louis side of the state.

Musteen also discussed a local church youth group work day at Raisbeck Park and listed out several tasks completed during the work day. The kids were affiliated with “The Foundary” Church located behind Subway.

Director Musteen has also been selected to attend the NRPA Director’s School. He applied for a first year scholarship to attend and was awarded one of two scholarships given out nationwide. The school is August 23 – 29.

No additional questions from the Board.

### **Public Comments**

None.

### **Board Member Directives**

Member Dunsworth addressed the board regarding senior programming and Bushwacker Days. Discussion ensued on different types of programs and how to go about getting started. Member Dunsworth issued a challenge to the board members to work, help staff and accomplish something.

### **Adjournment**

Member Stark made a motion to adjourn at 7:51 p.m. The motion was seconded by Member Dunsworth and carried with a 4-0 voice vote.

These minutes were taken and transcribed by Director Musteen.

**Approved: August 11, 2014**