



Park Board of Peculiar

Minutes – August 11, 2014

City Hall Council Chambers – 250 S. Main Street

Call to Order

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, August 11, 2014, beginning at 6:30 P.M. Board Chair, Homer Dunsworth called the meeting to order.

Roll Call

Members present for the roll call include: Member Dunsworth, Member Margita, Member Harlan, Member Riley and Director Musteen. BOA Liaison Kelsie McCrea notified Director Musteen that she would be late for the meeting. Member Boyd notified Director Musteen that he would be absent as he and his wife welcome their new baby. Member Green was not present.

Consideration of the Agenda & Minutes

Member Margita made a motion to accept the minutes from July, Member Harlan seconded. The motion carried with a 4-0 voice vote.

Public Appearance

Nick McCord presented an update on his Eagle Scout Project. This project is located between C Hwy and Broadway Street, converting the abandoned rail bed into a Downtown Rail Trail. Mr. McCord gave a brief description of the project, highlighting the location, material and volunteer help he has recruited. He will use a limestone aggregate material for the walking surface and some native plantings. Work has already begun. Upon finding a collapsed storm water drain, work stalled while the City's Public Works crew repaired the pipe. Estimated timeline is to be completed by the end of September/early October. Member Dunsworth and Margita thanked Nick for his efforts and hard work. Director Musteen added a few comments, thanking Mr. Yoakum, Mr. Arnall and West Peculiar Fire District for their support and working with the City to secure the easements to complete the project. General trail discussion continued.

Old Business

Park Board By-Laws

Director Musteen introduced a draft version of the Park Board by-laws for board review. Director Musteen commented that much of the draft by-laws are directly taken from ordinances within the Municipal Code. Under Article III, item D, Musteen highlighted a new addition that numbers the Park Board seats. This seating charting will align each ward and at large seat with a staggered expiration date to spread the term limits. A Park Board member seat alignment chart was included in the packet to keep track of the seat term limits and to get the expiration dates back on track.

Member McCrea asked if seven (7) business days was too much time to be required for the public to be placed on the agenda. Musteen commented that he is pretty flexible on the date depending on the type of information that is requested and the time commitment that is required. Musteen mentioned adding a clause specifying if information is required to be placed in the packet or not. Director Musteen will include verbiage to address this change.

Member Dunsworth discussed the potential of needing additional meetings. Director Musteen stated that Section 3 of Article IV addresses that need.



Park Board of Peculiar

Minutes – August 11, 2014

City Hall Council Chambers – 250 S. Main Street

Director Musteen highlighted Section 2 of Article IV that allows the board to cancel or move the meeting due to holidays or emergencies when staff is not available.

Discussion on the officers ensued. Staff will take over the minutes and no need for a secretary is merited. The Vice Chair will be the BOA Liaison. If both the Chair and Liaison is unavailable, the most tenured member will precede over the meeting.

Under Article V, Section 2, Board Chairman, Director Musteen will remove the quarterly updates and replace with updates as needed and remove the sentence regarding annual report. Further discussion ensued.

Member Riley made a motion to recommend the proposed Park Board By-Laws and discussed changes to the City Attorney. Member Margita seconded. The motion carried with a 5-0 voice vote.

New Business

Member Notebooks

Director Musteen presented the board with Member Notebooks. This book has been a work in progress as the Board worked through the revision of the ordinances. It includes how the Board is established, funded, roles and responsibilities of board members and staff. It holds a spot for a 5 year vision plan, it also contains all the policy's, ordinances and maps for quick reference for board members and a welcoming handbook for new members.

Member McCrea asked if the adopted budget can be added. Director Musteen said he would provide the FY15 Budget in October after the Board of Alderman has approved it.

Member Margita asked when the 5 year vision plan will be completed. Director Musteen indicated he would like to be finished by the end of December.

Tree Board

Director Musteen briefly described what the Tree Board is and how it functions. He indicated that the next Tree Board meeting should be scheduled soon, but the Tree Board has no quorum. He reminded the Park Board that by ordinance, three (3) members of the Park Board must volunteer for the Tree Board. At this time, only one member, Brian Boyd, is active on the tree board. Director Musteen asked for two (2) volunteers to join the tree board and Steven Riley and Jeff Harlan volunteered.

The next Tree Board meeting will discuss a Memorial Tree Program.

Sub-Committees

Senior Programs

Member Dunsworth discussed his plan to implement subcommittees and develop senior programs. Discussion included how to start senior programming and types of programs to implement while utilizing DPAC facilities and working with Brenda Conway for program space. Member Dunsworth challenged the board members to take charge and work hard towards



Park Board of Peculiar

Minutes – August 11, 2014

City Hall Council Chambers – 250 S. Main Street

helping Director Musteen get some things accomplished. Director Musteen would research different programming options for seniors. Discussion ensued...

Special Events

Member Dunsworth and Member McCrea will focus on bringing back Bushwacker Days. The top priority would be to have a carnival and possibly include the Tractor Pull on the same weekend. Other ideas include a soccer tournament, BBQ contest, horseshoe tournament. Member McCrea discussed putting together a project plan to help guide the process.

Yard of the Month

The yard of the month program will begin next spring. This program will be advertised in the fall newsletter.

Christmas Decoration Contest

Board members discussed how to judge the event and to coordinate with the Mayor's Tree Lighting. Director Musteen will bring back a concept plan on how to conduct the contest.

Director's Report

Director Musteen reviewed his written director's report. Soccer teams are in place and the league will begin in the next week or two. He highlighted the challenges with sports sign-ups during the summer months. Discussion continued on volleyball and basketball sign-ups and upcoming deadlines.

Director Musteen updated the board on Raisbeck Park and reminded the Board that he would be attending the NRPA Director's school August 23 – 29

Public Comments

Board Member Directives

Member Dunsworth reminded the fellow members that he wants this board to be a working board and for members to be prepared to do something.

Adjournment

Member McCrea made a motion to adjourn at 7:52 p.m. The motion was seconded by Member Margita and carried with a 5-0 voice vote.

These minutes were taken and transcribed by Director Musteen.

Approved: September 8, 2014