Park Board of Peculiar

Meeting Agenda – January 13, 2013, 6:30 p.m.
City Hall Council Chambers – 250 S. Main Street

1) Call to Order
2) Pledge of Allegiance
3) Roll Call
4) Consideration of the Agenda & Minutes
5) Old Business
   A) Raisbeck Update – Land3
   B) Utility Vehicle / Compact Tractor (presented in December)
   C) Sportsmanship Policy (presented in December)
   D) MPRA Renewal (presented in December)
6) New Business
   A) Shari Dr. Park (Board Member Boston)
   B) 5 Year Vision Plan (brain-storming and idea discussion)
7) Director's Report
8) Public Comments
9) Board Member Directives
10) Adjournment

MEETING MINUTES
PARK BOARD
CITY OF PECULIAR, MISSOURI
November 12, 2013

A regular meeting of the Park Board of the City of Peculiar, Missouri was held in the Council Chambers of the Municipal Building on Tuesday, November 12, 2013, beginning at 6:30 P.M. Park Board / BOA Liaison Homer Dunsworth called the meeting to order at 6:34.

Pledge of Allegience

Members Responding to Roll Call

Members present for the roll call include: Alderman Homer Dunsworth, Member Chris Green, Member Brian Boyd, and Member Andrew Boston. Members Kelsie McCrea, Kasey King and Doug Stark were not present. Director Musteen was also present.

Consideration of Agenda and Minutes

Member Boyd made a motion to accept the meeting minutes of October 2013. Member Boston seconded the motion and the motion carried with a 4-0 voice vote.

Officer Elections

Member Boyd nominated Andrew Boston for Park Board Chair. Member Greene seconded the nomination. Motion carried with a 3-0 voice vote.

Subcommittee Reports

A. **Special Events –** None

B. **Community Outreach –** None

Old Business

A. **None**

New Business

A. **None**

Director's Report

Director Musteen reported that there was no old or new business to report due to the October meeting being only 2 weeks ago. Not much has changed since the last meeting.

Charlie's Battle charity run was held on Saturday, November 9th. Alderman Turner, Park Board Member McCrea and Director Musteen attended the event. Director Musteen stated that the event went well overall. Between 30 and 40 runners attended the event with the addition of several other participating in the walking portion of the event. The trail system was well received and Director Musteen was pleased with the trails.

DRAFT

Director Musteen explained the steps for the Raisbeck Trail process. Director Musteen received a letter stating the status of the grant is now in Washington D.C. for final approval. He has been informed that once your application has reached Washington D.C., you should be granted the project. At this time we are waiting on a phone call or a letter stating that we can begin work on the trail. Discussion ensues on the trail project.

Director Musteen has a meeting scheduled with Land3 to discuss the timeline of the renovation project now that the permits have been approved. We want to put together a timeline with bidding and construction schedules that represents the priorities of the board. He will discuss options of splitting the construction up into parts to allow for construction on one-half the complex while games can be played on the other half and then flip-flop to finish construction.

Basketball Registrations are finished. Now we are finalizing the online registration process. Being our trial season, we've ironed out all the kinks. There was one glitch with a few online registrations that we will fix. Registrations from the school flyers now have to be inputted manually in the online scheduling program. Director Musteen will send out a mass email to all registered players and set up a coaches meeting. Discussion ensued regarding team numbers, player placement procedures and league details. Member Boston commented that three teams was a good turnout for the first year. Director Musteen agreed and stated that we knew it would start small and word of mouth and yearly anticipation would provide growth in the future. Musteen also stated that being a self-sustaining league would be difficult, even Raymore at nearly 20,000 people still shares games. But, if we fill two or three teams in a division, that would be a good representation. Discussion ensues…

Parks Report – mowing is done for the season. We have re-opened Raisbeck Park to the public at the Mayor's request due to the delay in construction. We will mow Raisbeck one last time and do some minor playground improvements due to neglect and unsafe play features. The park is open for public use, but it is pretty neglected which is why we are putting money into it so that we can do something with it. McKernan bathrooms have been winterized and shut down for the winter. General clean-up of the woods at Raisbeck will begin now that colder weather has killed weeds and ticks. Member Dunsworth asked if we will be using Excalibur and their contract to do work and avoid prevailing wage. Director Musteen confirmed that he and Excalibur will be doing most of the clean-up in the woods. We did one big clean-up in June, but another flood has washed up more tree debris and we will continue with the wooded area clean-up. We will rent a chipper to mulch the tree debris and provide general mulch for the entire park system.

Public Comments – None

Board Member Comments

Member Dunsworth stated that he is excited for everybody.

Director Musteen stated that next month in December we will be back on our 2nd Monday of the month meeting schedule. Discussion ensued regarding holiday schedule and regular meeting nights.

Adjournment

A motion was made by Member Boyd, seconded by Member Dunsworth, to adjourn the meeting. The motion carried with a 4-0 voice vote at 6:55 p.m.

These minutes were taken and transcribed by Director Musteen.

Approved:

Peculiar Parks & Recreation

MEMORANDUM

To: Park Board
From: Nathan Musteen
Date: January 16, 2014
Agenda Item: 5-A
Subject: Raisbeck Park Grading Improvement Update

BACKGROUND

Landscape Architect, Bob Bushyhead of Land3 Studios will be present to give the board an update on the project.

Peculiar Parks & Recreation
MEMORANDUM

To: Park Board
From: Nathan Musteen
Date: December 9, 2013
Agenda Item: 5B
Subject: Utility Vehicle / Compact Tractor

BACKGROUND

On July 29th, the Park Board met to discuss the Park Fund balance allocations in preparation for the 2013/2014 Budget. The proposed budget was voted unanimously for recommendation to the Board of Alderman and is now in effect.

An all-purpose utility vehicle was included in the Capital Purchase items for this fiscal year with a budget amount of $10,000. Staff began quoting the utility vehicle in November. Quotes received for the Bobcat, Ranger, Gator and Kubota RTV came in between $13,000 to $20,000 price range.

After further research of how other sports facility's use these vehicles verses the costs involved, it was recommended to research and price a small compact tractor. These tractors have the versatility of the UTV's but have more horse power with the optional front end loader and rear implement attachments. These light-weight tractors can do general athletic field maintenance such as goal setting and removing and general dirt/turf work with optional rear implement attachments that the UTV's cannot do.

Available implements to be purchased or rented for use include: Underbelly mower deck, pull behind brush hog, tiller, spreader, seeder, auger, rear blade, box blade, cultivator disc and back-hoe.

This compact tractor will be used to rotate and move soccer goals and be used for field maintenance. In addition, this piece of equipment can be used throughout the entire park system, to build and do maintenance on trails and light enough to be hauled using the park truck & trailer.

Initial research compared the Kubota BX2370 and the John Deere 2032R compact tractors. The Kubota was significantly cheaper with more available implements and a solid steel body. The John Deere has a fiberglass shell.

Quotes for the Kubota were sent to

- Hartzler Equipment in Harrisonville
- Coleman Equipment in Independence
- HGACBuy contracts through Midwest Regional Council Municipal buyers program
    - This program is a municipal buyers program that is already 3 quoted by another municipality and available for other cities to utilize their contract if applicable.

HGACBuy Contract:	Tractor / Front Loader / Box Blade:	$13,244.25
Coleman Equipment:	Tractor / Front Loader / Box Blade / Grill Guard:	$13,495.60
Hartzler Equipment:	Tractor / Front Loader / Box Blade / Grill Guard / Ballast Box:	$13,820.00

ACTION ITEM

Vote for recommendation to the Board of Alderman a budget amendment to purchase the Kubota BX2370 RV with the front-end loader option using the best, lowest quote provided.

Peculiar Parks & Recreation

MEMORANDUM

HGACBuy

Contract Pricing Worksheet

PURCHASE ORDERS MUST BE MADE OUT TO KUBOTA TRACTOR CORPORATION 3401 Del Amo Blvd, Torrance CA 90503

GR01-12

Phone: 310-370-3370 EXT. 1813 Fax: 310-370-3846 Email: CBennett@Kubota.com

HGAC2013-148

Purchasing Party:	City of Peculiar	Remit to:	Kubota Tractor Corporation
Contact:	Nathan Musteen	Street address:	3401 DEL AMO BLVD
Phone no.:	816-246-5083	City:	TORRANCE CA 90503
Member no.:	NA	Dealer No. & Phone No:	TBD
Email:	rita.parker@kcrpc.com	Contact & Fax No	

Prices for product quoted are good for 60 days from quote date / subject to availability

Equipment required to stay in fleet for a minimum of 6 months

IMPORTANT: This worksheet must be verified by Kubota National Accounts before a PO is issued. Please fax to Cynthia Bennett (310) 370-3846 or email the worksheet to cbennett@kubota.com. POs without verified quote may be subject to change. PO must be issued to Kubota Tractor Corporation.

KCC promotional financing rates do not apply. Dealers who violate this will be subjected to chargebacks.

Ordering Information				For Kubota Use Only		
Qty.	Model Code	Description	Unit List Price	National Account Discount Price	Total List Price	Total National Account Price
A.	**Catalog / Price Sheet Items being purchased - Itemize Below**					**At 20.0% discount.**
1	BX2370RV	BX Series BX2370RV	$ 12,099.00	$ 9,679.20	$ 12,099.00	$ 9,679.20
1	LA243A	FRONT LOADER PACKAGE	$ 2,376.00	$ 1,900.80	$ 2,376.00	$ 1,900.80
					$ -	$ -
					$ -	$ -
		TIRES AND WHEELS			$ -	$ -
		Front 18 x 8.50 - 10			$ -	$ -
		Rear 26 x 12.00 – 12			$ -	$ -
					$ -	$ -
					$ -	$ -
					$ -	$ -
					$ -	$ -
					$ -	$ -
					$ -	$ -
					$ -	$ -
					$ -	$ -
	Subtotal A:		$ 14,475.00	$ 11,580.00	$ 14,475.00	**$ 11,580.00**
B.	**Unpublished Allied Partners (Vermeer, Land Pride, Terrain King, Paladin) options, accessory or service items, itemized:**					
						$ -
						$ -
						$ -
						$ -
	Subtotal B:		$ -	$ -	$ -	$ -
C.	**Unpublished options, accessory, or service items, itemized:**					
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
	Subtotal C:		$ -	$ -	$ -	$ -
D.	**Other allowances, discounts, trade-ins, freight, make-ready, or miscellaneous charges, itemized:**					
1	Kubota Standard Inbound Freight		$ 285.00			$ 285.00
1	Factory Assembly Fee					$ -
1	Dealer Assembly Fee		$ 500.00			$ 500.00
1	Dealer PDI & Delivery Fee		$ 250.00			$ 250.00
1						$ -
1						$ -
	Subtotal D:		$ 1,035.00	$ -	$ -	**$ 1,035.00**
	Check: Total cost of Unpublished Options (B) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A)		**For this transaction the percentage is:**	0.00%		
			$ 15,510.00	**$ 11,580.00**	**$ 14,475.00**	**$ 12,615.00**

Pricing subject to established membership & availability of product at the time of ordering.

Authorized signature: X_____ Date: _____

HGAC order processing charge of **1.5%** on Section B items is the responsibility of the delivering dealer. Kubota will reimburse HGAC for the entire order processing charge and deduct the amount applicable to Section B from internal Kubota bid discount $ -

All orders are subject to the terms and conditions as outlined in the National Purchase Agreement.

SUBJECT TO ALL APPLICABLE SALES TAX

The Standard Kubota Warranty Applies, which does not include pick up or delivery.

Payment Terms = Net 45 Days

Leasing option

	24 Months	36 Months	48 Months	60 Months
Lease Payments (1 Adv. Payment), Fixed Price Purchase Option*	**$ 297.81**	**$ 256.84**	**$ 225.44**	**$ 211.73**

Choose payment terms of Net 45 days or the lease payment schedule above. Subject to all applicable sales tax.

* Lease payments calculated based on established national account pricing for Kubota Leasing. Lease is a Fixed Price Purchase Option at end of term. Commercial customer has option to purchase for pre-determined amount at end of term or return equipment. See Kubota Leasing pricing sheets for all applicable terms. Other leasing options available. Lease payments may be subject to additional State fees.

Please contact Bill King, Kubota Leasing Representative, for details at 855-222-3955 X4010 or direct 704-794-8526.

FOR KTC INTERNAL USE	Quote #: HGAC2013-148	Quote Date: 11/26/2013	Verified By: TLB/WEB QUOTE #174418

HGACBuy	CONTRACT PRICING WORKSHEET For Standard Equipment Purchases	Contract No.:	GR01-12	Date Prepared:	11/27/2013

This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents <u>MUST</u> be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.

Buying Agency:	City of Peculiar, MO	**Contractor:**	Land Pride
Contact Person:	Rita Parker	**Prepared By:**	Dee Warren
Phone:	816-246-5083	**Phone:**	1-(800)-231-9533 Ext. 1313
Fax:	816-421-7758	**Fax:**	1-(800)-382-2349
Email:	rita.parker@kcrpc.com	**Email:**	dee.warren@landpride.com

Product Code:	**45A- BB0554**	**Description:**	**54" 05 series Box Blade with 4 shanks (BB0554-82)**

A. Product Item Base Unit Price Per Contractor's H-GAC Contract: $ 839.00

B. Published Options - Itemize below - Attach additional sheet if necessary - Include Option Code in description if applicable
(Note: Published Options are options which were submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
Option 82 -- Orange Paint	$ -		$ -
		Subtotal From Additional Sheet(s):	
		Subtotal B:	$ -

C. Unpublished Options - Itemize below - Attach additional sheet if necessary
(Note: Unpublished options are items which were not submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
		Subtotal From Additional Sheet(s):	
		Subtotal C:	$ -

Check: Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B). **For this transaction the percentage is:** 25%

D. Total Cost before any other applicable Charges, Trade-Ins, Allowances, Discounts, Etc. (A+B+C)

Quantity Ordered:	1	X **Subtotal of A + B + C:**	$ 839.00	=	**Subtotal D:**	$ 839.00

E. Other Charges, Trade-Ins, Allowances, Discounts, Etc.

Description	Cost	Description	Cost
Freight			
		Subtotal E:	
		Discount:	$ 209.75

Delivery Date:		**F. Total Purchase Price (D+E):**	**$ 629.25**

Kubota	**COLEMAN EQUIPMENT OF MISSOURI, INC** **15905 E. 23RD ST** **INDEPENDENCE, MO 64055**	**Prepared For:** Nathan Musteen City of Peculiar nmusteen@cityofpeculiar.com 816-779-2225 250 South Main Street Peculiar, MO 64075	**Dealer Contact** DENNIS MCCARTHY SALES dmccarthy@colemanequip.com 816-254-5100

Disclaimer

Quote 4353 Valid Until: 12/31/2013

Product List			
Model	**Description**	**Qty**	**Selling Price**
BX2370RV	**4wd tra w/r4 tires /ldr valve**	**1**	**$10,039.60**
LA243A	**Ldr for new bx2370/2670 series tra**	**1**	**$1,971.57**
BX2334	**Grill guard**	**1**	**$134.43**
		Total	**$12,145.60**

Miscellaneous List	
Description	**Selling Price**
Assembly of tractor and mounting loader	**$500.00**
Freight from factory	**$250.00**
Landpride Model BB1254 54" box blade	**$600.00**
Total	**$1,350.00**

Quote Summary	
Equipment	**$12,145.60**
Miscellaneous	**$1,350.00**
Grand Total	**$13,495.60**

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HARTZLER
Equipment Company

☒ 30211 S. East Outer Road
Harrisonville, MO 64701
Ph: (816) 884-2551
Fax: (816) 884-2288

☐ Rt.2 Box 68
Nevada, MO 64772
Ph: (417) 667-9180
Fax: (417) 667-8102

www.hartzler.com

QUOTE

Date 12-2-13

Customer Name: Nathan Musteen (City of Peculiar)
Street Address: 250 S. Main St.
City: Peculiar ST. MO ZIP: 64078
Phone: 816-779-2222 Fax: N/A Mobile: N/A
Delivery method: ☐ Customer Pick-up ☒ Dealer's truck Date: TBA

Qty	N/U	Ser. No.	Make / Model / Description	Cash Price
1	N	003295	Kubota BX-2370 RV	$13,300.00
1	N	003296	– LA 243A loader	included
			– B 8160 Ballast Box	included

Comments / Terms:
Financed 0% for 60 months
Delivered at no extra charge.

Freight/Delivery	N/A
Total Cash Price	$13,300.00
Less Net Trade-in	no trade
Sales Tax	Exempt
Fees & Insurance	$20.00 (App fee)
Down Payment	N/A
Total	$13,320.00

Trade-In Estimate

Item Description	Serial No.	Value
Payoff to:		
	Total	

This quotation is made for prompt acceptance. The values, terms, and conditions contained herein will be valid and binding for a period of ——— days from the date of this quote, and are contingent upon strikes, accidents, manufacturer and vendor price or program changes, or other conditions beyond our control.; Estimated time until delivery is ——— weeks/days from the date of order.

Hartzler Equipment Company

HARTZLER
Equipment Company

☒ 30211 S. East Outer Road
Harrisonville, MO 64701
Ph: (816) 884-2551
Fax: (816) 884-2288

☐ Rt.2 Box 68
Nevada, MO 64772
Ph: (417) 667-9180
Fax: (417) 667-8102

www.hartzler.com

QUOTE

Date 12-4-13

Customer Name: City of Peculiar (Nathan Musteen)
Street Address: 250 S. Main St.
City: Peculiar ST. MO ZIP: 64078
Phone: 816-779-2222 Fax: N/A Mobile: N/A
Delivery method: ☐ Customer Pick-up ☒ Dealer's truck Date: TBA

Qty	N/U	Ser. No.	Make / Model / Description	Cash Price
1	N	003173	BB1248 Box Blade	$500.00

Comments / Terms:
Free delivery if ordered and delivered with BX 2370.

Freight/Delivery	N/A
Total Cash Price	$500.00
Less Net Trade-in	No Trade
Sales Tax	Exempt
Fees & Insurance	N/A
Down Payment	N/A
Total	$500.00

Trade-In Estimate

Item Description	Serial No.	Value
Payoff to:		
	Total	

This quotation is made for prompt acceptance. The values, terms, and conditions contained herein will be valid and binding for a period of ——— days from the date of this quote, and are contingent upon strikes, accidents, manufacturer and vendor price or program changes, or other conditions beyond our control.; Estimated time until delivery is ——— weeks/days from the date of order.

Hartzler Equipment Company

2013 Kubota BX2370 HST Review

BX Series gets a facelift

By Geof Fowler, Photography by Kubota, Mar 15, 2013

Kubota's BX series has been the top selling subcompact of the last decade, and for good reason. Starting with powerful and reliable Kubota-manufactured diesel powerplants that are matched to durable hydrostatic transmissions and placed into well-designed, compact platforms; the end result is exactly what has made this segment of the tractor marketplace explode.

These are machines made to do serious work but are still easy to operate, come with pricing relatively easy on ones wallet, and at the end of the day are something a proud owner might wash and wax as carefully as a favorite automobile.

The BX 70 Series is made up of four models, the 18-horsepower BX1870, the 23 horsepower BX2370, the 23 horsepower BX25D (a factory tractor-loader-backhoe set up), and the 25.5 horsepower BX2670. All are three-cylinder designs with displacements ranging from 43.9 to 61.1 ci. Our BX2370 tractor came with a D902 54.8 ci variant that is rated to deliver 17.7 horsepower at the power take off (PTO) at 3200 rpm. Mated to a two-range hydrostatic transmission operated by a treadle foot pedal, the set up allows infinite control over the 0-8.4 mph forward and 0-6.5 mph reverse speed capability.

BX Series tractors come standard with mid (2500 rpm) and rear (540 rpm) PTOs. The system used is a live independent type that is engaged using a wet hydraulic clutch. While treadle pedals are not our most desired method of controlling tractor forward and reverse travel, Kubota's system is well laid out, easy to use, easy to get used to, and nicely modulated. We also appreciate the layout of the front pedal which can be operated if so desired by pushing down to go forward and then slipping a toe underneath and lifting the pedal to reverse direction. For those who prefer, a heel pedal can accomplish the same direction change.

Kubota's new 70 Series get a big improvement in the brake department. In the past the brake pedal has been located above the right side treadle pedal, which made it impossible to use to aid in turning or getting unstuck. Now positioned as a left foot pedal, the arrangement becomes fully functional, and is no longer just a parking brake.

The operator's platform is an area that has been greatly refined. Not only is the relocation of the brake pedal a big improvement, but the steering wheel is also in a much better position. Operators will find the floor entirely flat and rubber isolated, so you can comfortably stretch out. And the treadle toe and heel are connected below the deck for added space. The high visibility dash is another area of refinement, with the analog tach located on the left side and a modern LCD readout (white background with black increments) on the right. In between are warning lights for PTO engagement, battery, headlights, turn signals and low fuel.

Kubota engineers didn't ignore the seat when it came to refinements. Featuring a new high-back design, the seat is fully padded and has molded lumbar sides to keep the operator comfortably in place. As well, the seatback now reclines and arm rests are standard.

Levers are color coded and ergonomically positioned. From the operator's seat, controls for 2WD/4WD, cruise, PTO, loader and three-point hitch (3PH) are all within easy reach. One quibble we have is that the 3PH uses a quarter inching valve rather than position control. Though the system works well enough, it still leaves us wishing for more.

Making it easier to store BX tractors in smaller sheds and garages, the roll over protection system (ROPS) now folds on every BX model. Other cab features include a cupholder, 12V DC outlet and two well-positioned grab handles. A toolbox is available as an option. Headlamps are halogen.

Powering the 3PH on the BX2370 is a single hydraulic pump flowing 6.2 gpm to power steering and implement needs. Cat 1 lift capacity is rated at 680 lbs at 24" behind pin. Our test tractor was equipped with the BX25D loader and the quick attach bucket option. This nifty feature makes it quick and easy to swap from a bucket to a pallet fork or a front blade. The BX25D is a curved boom design for better visibility and the hoses are all located inside the arms for protection. Rated to lift 745 lbs to a full lift height of 71.3", we measured dump clearance at 52.4" which is quite competitive for this segment but might put those high bed sides on your pickup out of reach. Time to raise from the ground to full height was 3.5 seconds, lowering back down took 2.7 seconds, curling took 2.4 seconds and dump time was 1.7 seconds – not bad considering the pump output. Dig depth is 4.7".

Along with the loader, our test tractor came with a 60” standard cut mower deck. We immediately noted the 6” of clearance the BX now has when the deck is in transport position. The added clearance might be enough in many cases to leave the mower deck on when doing loader work and not risk having your mower become an expensive skid plate. Cut height is adjustable using a dial height knob. Kubota offers five mid-mount deck options ranging from fine cut models in 48” and 54” widths to the 60” deck our tractor was equipped with. All decks are shaft-driven, stamped one-piece designs that are easily removed or attached.

The turf tires on our test tractor were size 18 x 1.5-10 at the front and 26 x 12-12 at the rear. R1 Ag and R4 Industrial options are available. For most applications they would be fine, but if you plan on loader work in muddy conditions, consider going with R4s which are a good compromise and offer better traction with less turf damage than R1s.

MSRP for our test tractor (tractor, loader valve, turf tires, 60” deck, loader, ballast box and quick attach bucket system) ran just under $17,000. Other options if we were ordering this machine might include pallet forks ($338), a dealer installed grille guard ($162) and LED fender and ROPS lights ($198/set).

The BX2370 measures 95.5” long x 44.5” wide and rides on a 55.1” wheelbase. With the ROPS in the raised position, the height is 87.2”. Ground clearance is 8.7”.

Kubota backs each BX used in consumer applications with a bumper-to-bumper warranty for 24 months or 1500 hours. Powertrain warranty is extended to 36 months or 2000 hours.

Related Reading
2012 Kubota BX2360 HST Review
2012 Kubota BX1860 Review
2012 Kioti CS2410 HST Review
2012 Yanmar Sc2400 HST Review
2012 Mahindra Max 28 XL HST Review

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Peculiar Parks & Recreation

MEMORANDUM

To: Park Board
From: Nathan Musteen
Date: December 9, 2013
Agenda Item: 5C
Subject: Sportsmanship Policy

GENERAL INFORMATION

Staff has drafted a Sportsmanship Policy to help guide the Parks & Recreation department in establishing a set of standards and rules of behaviors while participating in a sports league or activity as a coach, player, spectator, staff or general observer. These standards and rules of behavior shall apply for any sports league/ activity in a Peculiar park or sports facility. Coaches and players participating in a game or activity traveling to a location outside of Peculiar City limits will be held to these standards as representatives of the City.

This policy shall provide guidance to the Department and Park Board in determining appropriate consequences when the policy is violated.

The policy will be reviewed during coaches meetings and included in coach's packets. It will also be made available on the city website.

BUDGETARY IMPACTS

None at this time

ACTION ITEMS

- Discuss, review and make any necessary changes. Staff will make all changes and updates and bring back for final review in January.

  Or

- Make motion and pass the policy with all updates and changes as needed.

PECULIAR PARKS AND RECREATION

SPORTSMANSHIP POLICY

Location: Cass County, Missouri,
Agency: Peculiar Parks and Recreation Department

I. STATEMENT OF NEED

The Peculiar Parks and Recreation Board ("Board") recognizes it is a high priority for the Peculiar Parks and Recreation Department ("Department") to provide a safe and positive environment for the City's youth to participate in sports and recreational activities.

II. AUTHORITY AND RESPONSIBILITY

The Peculiar Park Board carries the primary responsibility to recommend policies to govern the operation and programs of the Parks and Recreation Department, assist in planning activities and events, and give guidance for expansion of parks and recreation facilities.

III. STATEMENT OF PHILOSOPHY

The basic philosophy of the Peculiar Parks and Recreation Board is one of Zero Tolerance for violent, discriminatory, or abusive behavior during all sports leagues and events held on City of Peculiar property.

Recognizing that the Youth Sports Organizations operating within the City limits and City sponsored leagues and activities have taken an active role in the process of adherence to a higher standard of sportsmanship in youth sports, the Peculiar Parks and Recreation Board members entrust the implementation of the zero tolerance policy to the Peculiar Parks & Recreation Department.

The Department shall serve as primary governing body for the safety and enjoyment of all youth sports programs. Cooperating jointly with the Peculiar Park Board, the Department will use a process that includes the review of individual incident reports, policy review and recommendations and an appeals procedure on an "as need" basis.

The Peculiar Park Board shall assist the Department Staff in taking a proactive stance on sportsmanship by supporting the Department as the professional educator for youth sport coaches and parents through the implementation of an aggressive and educational Coaches certification program.

IV. ZERO TOLERANCE POLICY

1. Any player, coach, spectator, or official using any kind of abusive, discriminatory, or threatening gesture and or language will be ejected from the game and asked to leave the facility. A second offense will result in suspension from the facility for the season.

2. Any coach, spectator, or official allowing or encouraging foul, abusive, or threatening language or behavior by players will be ejected from the game and asked to leave the facility. A second offense will result in a one-year suspension from all activities.

3. Any player, coach, spectator, or official using alcohol or any other illegal substance within the facility during a game, practice, or other league or team event where players are present will be automatically ejected from the facility. A second offense will result in a one-year suspension from all activities.

4. Any player, coach, spectator, or official striking or causing bodily assault will be automatically ejected from the game, asked to leave the facility, and suspended from all activities for one year. A second offense will result in a lifetime suspension from all activities.

5. Any coach, knowingly requiring or allowing a player to play while having a serious injury, or knowingly creating unsafe playing conditions will automatically be suspended for the season.

6. Any coach, spectator or player causing interference with the conduct of the game will result in a warning. A second offense will result in ejection from the game and facility.

7. Any coach, spectator or player using inappropriate or degrading language randomly or directed at another individual will result in a warning. A second offense will result in ejection from the game and facility.

8. **Enforcement Procedure:**
    a. Any full-time park department employee (Park Director, Recreation Coordinator, Park Foreman, or Park Maintenance Worker) may enforce this policy at any sports event held on City property.
    b. Any contract Parks & Recreation Department staff member (site supervisor, league director or other supervisory position assigned by the Parks Director) may enforce this policy at any sports event held on City property.
    c. Any Youth Sports Organization official or board member may enforce this policy during that organization's events.
    d. If the offense is severe, or if the behavior persists, the Peculiar Police Department may be called for assistance.
    e. An incident report form (attachment A) must be completed on-site at the time of the incident by the league representative present at the event.

9. **Review:**
    a. Each incident report will be reviewed by the Department. Decisions related to suspension, adjustment of league rules, and/or facility conditions must be documented.
    b. All department and youth sport organizations' incident report forms including any recommendations will be reviewed by the Department.
    c. The Peculiar Park Board will review incident reports and Department or youth sports organization recommendations during its regular monthly meeting when applicable. Any recommendations for change in Board policy or facility considerations will be shared with the Board members during the regular monthly meeting.

10. **Appeals:**
    a. All appeals of decisions made by the Parks & Recreation Department must be made in writing and delivered to the City of Peculiar Parks and Recreation Department within ten calendar days of the official decision.
    b. Appeals will be heard by the Peculiar Park Board or an assigned sub-committee consisting of a minimum of three Park Board members. The person making the appeal will be entitled to meet with this committee and present any evidence relevant to the incident(s) documented by the Department or youth sports organization.

c. The Park Board or assigned sub-committee will render its decision in writing. All decisions shall be final. If the assigned sub-committee decision is not unanimous, a second appeal may be forwarded to the full Park Board for final decision at the next regularly scheduled meeting. All enforced consequences will remain in effect until the Park Board has convened.

V. SPORTSMANSHIP EDUCATION

1. Training and Certification Requirements

a. All Youth Sports Organizations or City sponsored leagues using City of Peculiar parks and sports facilities shall be required to provide educational training for the certification of all head coaches in their youth leagues.

b. All Youth Sports Organizations or City sponsored leagues using City of Peculiar parks and sports facilities shall provide the same opportunity for assistant coaches to attend a sportsmanship training session offered in conjunction with head coach certification.

c. Certification and training shall be through a nationally recognized certification program such as "*Positive Coaching Alliance (PCA)*" or "*National Youth Sports Coaches' Association (NYSCA*)". The program shall be offered at a minimum of two times per year for coach training. The Peculiar Park Board encourages this training to be offered per sport season or online at the convenience of the coach.

VI. YOUTH SPORTS ORGANIZATIONS

All Youth Sports Organizations using City of Peculiar parks or sports facilities must report coaches' training and certifications, and all Zero Tolerance violations from article IV of this policy to the Peculiar Parks & Recreation Department.

VII. PENALTY

Any Youth Sports Organization not adhering to the spirit of the policy, as determined by the Peculiar Park Board, shall be prohibited from using City of Peculiar facilities. Any Youth Sports Organization not requiring coaches' training and certification, or not reporting incidents of inappropriate behavior to the Peculiar Parks & Recreation Department shall be prohibited from using City of Peculiar facilities.

Any Coach, Player or Spectator on City of Peculiar parks or sports facilities that violate the guidelines and regulations set forth by this policy will adhere to the consequences as deemed appropriate by the Parks & Recreation Director and the Peculiar Park Board.

Any coach or player violating rules 1 – 7 in Section IV – Zero Tolerance while participating in a City sponsored league/event and representing the City of Peculiar located outside of Peculiar City Limits will be held accountable to the same consequences as if the action had taken place on City of Peculiar parks or sports facilities.

Violations of the above policy will be handled in accordance with penalties set forth. However, Peculiar Parks and Recreation and the Peculiar Parks and Recreation Board reserve the right to impose penalties greater than those outlined if a situation dictates, based on severity. We further reserve the right to suspend coaching, player and spectator privileges where appropriate.

VII. SUPPORTING DOCUMENT

Individual league manuals may have established sportsmanship rules within the governing rulebook. This City of Peculiar Sportsmanship Policy is designed to either support or further enhance each established sport specific rulebook for the safety and welfare of participants, spectators, volunteers and league staff.

VIII. ANNUAL REVIEW

The Peculiar Park Board shall review this Sportsmanship Policy as needed to ensure the best possible service to the public.

Peculiar Parks & Recreation

Attachment: A

ACCIDENT / INCIDENT REPORT

Name of Site Supervisor: _____ Date: _____

Name of Person Injured/Involved: _____ Phone: _____

Reporting Organization: _____ Date: _____

Name of Program Instructor/Coach: _____ Phone: _____

Category:

Participant: Injury ☐ Behavioral ☐
Instructor: Injury ☐ Behavioral ☐
Spectator: Injury ☐ Behavioral ☐

Date of Incident: _____ Location: _____

Description of Incident:

_____

_____

_____

(Use the back of this page or additional paper if needed)

***BE SURE TO INCLUDE ANY TREATMENT YOU GAVE THE INJURED PARTY (Example: Ice for ankle)**
***PLEASE ADD MORE INFORMATION ON SEPARATE PAGES AS NEEDED**
***PLEASE INDICATE IF YOU CONTACTED ANY OF THE FOLLOWING:**

EMS ------
FIRE ------
POLICE ------

***If injured party wants to drive himself/herself to hospital after an injury or doesn't know if they are going to emergency room yet, please make note of it below:**

_____

Witnesses to Incident:

Name: _____ Phone: _____
Name: _____ Phone: _____
Name: _____ Phone: _____
Name: _____ Phone: _____

Department Review:

_____

_____

_____

Signature: _____ Date: _____

Department Signature: _____ Date: _____

Peculiar Parks & Recreation

MEMORANDUM

To: Park Board
From: Nathan Musteen
Date: December 9, 2013
Agenda Item: 5D
Subject: Missouri Parks & Recreation Organizational Membership Renewal

GENERAL INFORMATION

MPRA serves as the voice for parks and recreation in Missouri on the local, state and national level. The nonprofit association, whose members work to provide opportunities for all the state's citizens to enjoy quality leisure activities, is dedicated to promoting public support for parks and recreation and public awareness of the contribution of recreation to a balanced life.

The association works to ensure the growth and improve the quality and accessibility of urban and rural parks, open spaces and recreational lands, facilities and programs for all Missourians. It promotes research and information dissemination on park, conservation, recreation and leisure issues.

MPRA strives to maintain high standards of professional ethics and practices by promoting continuing education for its membership. MPRA cooperates with public, private and voluntary agencies to assure provision of quality park, recreation and conservation programs.

MPRA is governed by a board of directors elected by the general membership. The association maintains a headquarters office with a full-time staff in Jefferson City. MPRA is an affiliate member of the National Recreation and Park Association.

Park Director Musteen is a long standing member of MPRA and requires this membership to maintain his Certified Parks & Recreation Professional Certification. Opportunities for Public Agency memberships are available.

OPTIONS

Individual Membership Rates: $150
Professional membership includes the right to vote, hold office, section affiliation, and MPRA publications. Your listing will be included in the MPRA Membership Directory and Buyer's Guide. You will receive registration discounts for MPRA events.

Group Public Agency Rates: $315
The public agency's director automatically becomes a professional member of MPRA, at no extra charge. Staff of the public agency may join at a reduced individual rate. A maximum of nine (9) Lay Park and recreation board/commission members are included in the membership. Your listing will be included in the MPRA Membership Directory and Buyer's Guide. You will receive registration discounts for MPRA events.

ACTION ITEMS

Staff requests motion for one of the following options

1. Renewal of Individual membership
2. Registration of Peculiar Parks & Recreation Board as a member of the Missouri Parks & Recreation Association.

MEMBERSHIP BENEFITS

Our organization is only as strong as its members! Your membership with MPRA provides a number of benefits. Our current members say that some of the biggest benefits are the educational and networking opportunities, legislative representation, discounts and their voice within the organization.

Membership Benefits:

Professional Development - Association members have the opportunity to enhance their leadership skills and network with other members at numerous events throughout the year. Some of these events are listed below.
- Annual Conference & Expo
- Leadership Development Institute (bi-annually)
- Executive Forum
- Student Workshop Regional and Section Workshops
- Certified Playground Safety Inspector Course

These events also provide continuing education credits for our members to remain at the forefront of their profession.

Publications and e-Newsletter – The Missouri Parks and Recreation magazine is published three times a year (Jan, Mar, Oct) and the Membership Directory & Buyers Guide is published annually (Feb). Your membership not only allows you to receive these publications but it gives you the opportunity to be published in them as well. The magazine reports on industry news of interest and offers updates on state agency achievements, legislative issues and calendar of events. In between these publications you will receive a monthly e-newsletter with updates and information about parks and recreation throughout our state.

Leadership Opportunities – You will have numerous opportunities to develop leadership abilities and build credentials in the parks, recreation and leisure services field. Leadership opportunities are available through a variety of categories as member of the MPRA board of directors, regional directors, section directors and valuable committees.

Certifications – MPRA provides opportunities for Continuing Education Credits (CEUs) through the many educational workshops and conferences it offers members each year. The Certified Park and Recreation Professional (CPRP) and Certified Park and Recreation Executive (CPRE) are available through the National Recreation and Park Association. These are more than just letters after your name – it's an investment in your career that demonstrates your practical knowledge and that you have the current real-world skills necessary in today's changing park and recreation environment.

Scholarships – Assistance is often available for member conference fees.

Awards and Honors - Outstanding leaders and members are recognized for their contributions at the annual MPRA Conference and Expo. In addition, MPRA administer the Missouri Recreation and Parks Hall of Fame acknowledging extraordinary commitment to the Parks and Recreation movement in Missouri.

Professional Staff Assistance - The MPRA office is eager and anxious to assist you and respond to your questions. Our goal is to be a valuable resource in advocating, communicating and educating on behalf of our entire membership. MPRA can help you connect with other agencies, vendors, organizations and individuals who have the answers, skills or the materials you need to make your job easier and more fun.

Interest Sections - We invite you to participate as a section member and have the opportunity to assist in selecting specific educational sessions for your interest areas. Up to three section affiliations are included with your membership at no cost. Current sections are: Aquatics; Fitness, Health and Wellness; Leisure Educators; Park Resources; Sports; and Student and New Professional.

Discounts – MPRA members receive discounted prices on educational workshops, annual conference and other events throughout the year. In addition, events in Kansas offer reciprocal discounts for MPRA members.

Legislative Representation – MPRA is the recognized voice of advocacy on behalf of parks and recreation and leisure services in Missouri. Our goal is to represent the needs of professionals in the Missouri Statehouse and work with policy-makers as a source of information and advice regarding issues impacting our profession. We are represented during the legislative session by a professional lobbyist, the Executive Director and utilize a Legislative and Critical Issues committee of MPRA members to provide guidance and influence legislation and regulations.

Join or Renew Online
Printable Membership Form
How to Renew Your Membership Online

Find us on Facebook

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info@mopark.org | 1-573-636-3828
Online transactions are charged at the end of the business day. Fax/mail transactions will be charged at the end of the business day it is received. All transactions are made in US Dollars ($)

Peculiar Parks & Recreation

DIRECTOR'S REPORT

Prepared by: Nathan Musteen
Month/Year: December / January

ADMINISTRATIVE PROJECTS

- Basketball Practices have started. We have
  - 2 – 4th/5th Boys Team
  - 1 – 4th/5th Girls Team
  - 1 – 7th-8th Boys Team
- Games began on Saturday, January 11th. First home games start on Thursday, January 16th and Saturday, January 18th. Games are shared with Pleasant Hill and Harrisonville.
- Staff has been working with the City Administrator on developing a new City of Peculiar Logo
- Staff and the City Clerk continue to work on the right-of-way for the rail-trail that will include the current proposed Eagle Scout Project.
- Staff and the maintenance contractor, Excalibur, has begun additional cleaning of the wooded areas at Raisbeck Park in preparation for our future walking trail
- Plans for a fenced off parking lot and the 66 Acre Park trail provided by HERTT (Heartland Emergency Response Training Team) will begin in December for public use.
- Staff and a panel of city workers have been planning the Mayor's tree lighting event for December 7th

RAISBECK RENOVATION PROGRESS

PROJECT	SUMMARY	STARTED	STATUS	FINISHED
GBA Engineer Firm – Irrigation Study	Staff has entered an agreement with GBA Engineering to do an Irrigation Study on utilizing any and all means to provide irrigation to Raisbeck.	January	Finished	February
Fence / Dugout Removal	In efforts to create an open turf field layout at Raisbeck Park, all fencing and dugouts must be removed. Any fencing that can be reused shall be stored and utilized at 66 Acre Park for the annual tractor pull. All un-usable fencing will be recycled or disposed of properly.	January	Fence removed	March
Tree Work / Debris Clean-Up	This project includes the removal of 2 to 3 dead trees & stumps in the spectator areas, pruning of trees in the spectator areas, limb trimming and debris clean-up in the wooded areas surrounded the playing fields. This project will enhance the spectator area and provide a safe location to watch games.	February	Chipper was rented on June 7th	June
Design & Build RFQ	Develop an RPQ (Request for Proposals) that allows Engineer firms to study the project and property, and then present their concept plan for the Raisbeck Renovation Project. Park Board/Staff will choose the best qualified firm to be a guide in the process of the renovation	January/February	Finished	May
Land3 Studio	Land3 Studios were selected in the May Park Board Meeting as the top selection for a consultant to develop the Master Plan for Raisbeck Park	June	Land3 will present their proposal at the June meeting	June 24
Topographic Survey	Land3 Studios began preliminary work on Phase 1 of Erosion Control, Grading & Grassing – a topographic survey conducted in July.	July	complete	
Permits	Staff and Land3 met with the City Engineer and began the permit process for land alteration in a flood plain.	August	complete	
	The Floodway "No rise certificate" has been granted and the MDNR Land Disturbance Permit has been applied for.	October	Complete	November
Construction Bid	Draft Bid Documents for Phase 1 Construction	December	Complete	
	Advertisement for Bid	January	Went to papers, January 6th	

Raisbeck Renovation:

December:	Phase 1 construction bid documents have been drafted based on Board recommendations. The City Engineer reviewed the documents .
January:	Advertisement and Selection of contractor
February:	Signing of contract
Feb/March:	Construction Begins

The LWCF Grant

Notification via Email and a phone call from the State Parks Grant Coordinator on 12/26. Our grant application is being presented to the National Parks Grant distribution committee in early January. We should be notified on or around February 1st that our grant has made final approval and work can begin.

Staff and Excalibur continue to do general clean-up of the wooded areas in anticipation of the project and for aesthetic purposes for the park. (Weather permitting)

PARKS REPORT

November / December Park Reports:

Peace Park:
- No new reports

Mayor's Park:
- No new reports

Raisbeck Park:
- Staff and Excalibur have begun rehabilitating the playground area. Excalibur was able to secure several truckloads of donated wood chips. This mulch is being laid as a foundational layer under the playground structures to build a large surface bed to minimize the drop zone. Playground mulch will be purchased later in the spring to serve as a top dressing.
- Wood clean-up continues

McKernan Park:
- No new reports

City Lake:
- No new reports

Shari Drive Park:
- No new reports

66 Acre Park:
- No new reports