



Park Board of Peculiar

*Meeting Agenda – February 10, 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 Bid Review (Land3)
 - B) Vision & 2014 Goals (Member Boston)
- 6) New Business
 - A) March Meeting Date and RFP Timeline (Staff)
- 7) Director's Report
- 8) Public Comments
- 9) Board Member Directives
- 10) Adjournment

**MEETING MINUTES
PARK BOARD
CITY OF PECULIAR, MISSOURI
January 13, 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, January 13, 2014, beginning at 6:27 P.M. Park Board President Andrew Boston called the meeting to order.

Members Responding to Roll Call

Members present for the roll call include: President Andrew Boston, Alderman Homer Dunsworth, Member Doug Stark, Member Chris Green, Member Kelsie McCrea, and Member Kasey King. Director Musteen was also present.

Consideration of Agenda and Minutes

Member McCrea made a motion to accept the meeting minutes of November 2013. Board Liaison Dunsworth seconded the motion and the motion carried with a 5-0 voice vote.

Old Business

A. Raisbeck Update – Land3

Mr. Bob Bushyhead attended and provided an update of the Raisbeck Park project. Land3 is the designer of the Raisbeck Park. An RFP was posted with a bid deadline of January 28, 2014. Mr. Bushyhead anticipates that work may begin as early as March 1st. He reported that on January 21st, there will be a pre-bid meeting with contractors to answer any questions they may have. The Park Board was invited to attend. Mr. Bushyhead indicated that he has several contacts and it appears there is lots of desire to bind for the upcoming work.

Mr. Bushyhead also inquired about the Board's desire as it relates to irrigation at the field. He reported that the original RFP indicated that we wanted contractors to guarantee a playable field of grass for the fall season, but also indicated that the guarantee will increase the bid prices. Based upon Mr. Bushyhead's work with the city engineer and rural water group he suggests that we explore the possibility of adding a well at Raisbeck Park. After further discussion by the Board, the Board agreed that the RFP language should be amended so that the contractors are not required to provide a guarantee, and that Mr. Bushyhead will further meet with the City Engineer about the requirements for digging a well and what companies/individuals need to be brought into the conversation to make that happen. Mr. Bushyhead also agreed to provide estimates on how much the well option will cost for both installation and maintenance.

During the discussion, Nathan clarified that the City of Peculiar will offer spring soccer and use Raisbeck Park and other parks in Peculiar for practice fields. He will coordinate with other leagues to share games.

Member King also agreed to provide contact name and number for the individual who may have a possible solution regarding irrigation.

B. Utility Vehicle / Compact Tractor (presented in December)

Director Musteen requested a budget amendment to purchase a utility vehicle for park maintenance use. Originally, the Park Board had only allocated \$10,000 for this vehicle; however, the bids received by Director Musteen have come in at around \$12,000-\$14,000. Director Musteen reported that the utility vehicle will be used for park maintenance such as hooking goals, spraying for weeds, and to help keep the big trucks off the new complex.

Discussion ensued about the equipment the Park Board is currently using for this type of work, such as the bobcat loaned by the public works department, and possibly requiring our maintenance provider to provide this type of work in the new mowing and maintenance contract. Director Musteen also reported that he has researched purchasing used tractors and still feels as if the new tractor is the way to go due to the warranty offered.

President Boston relayed that since we have found additional money in our budget, we should re-allocate some of that funding to cover the vehicle.

Member Stark believes that the timing is wrong for spending money on this equipment. While a brand new tractor would be nice it is not a necessity for the function of our parks, especially in light of the other projects we have going on. He is also concerned about the lack of plan for the escalating bond payments over the next two years that the current budget will not cover.

Member King inquired about timing and whether it makes sense to wait until we really need the vehicle to ensure the warranty period does not expire prematurely. He then inquired about financing options available and agrees that if we can get zero percent over 60 months, we should take advantage of the financing option. Director Musteen indicated that he originally planned on paying cash for the vehicle upfront but will research the financing options and insurance requirements.

Member Dunsworth made a motion to amend the budget to purchase the Kubota Super Sport tractor. The motion was seconded by Member Green. Members King, Green, Dunsworth and Boston are in favor of the motion. Member Stark is opposed. Member McCrea abstained from voting.

C. Sportsmanship Policy

Director Musteen presented the policy to the Board. President Boston inquired about the suspension minimums and Director Musteen agreed to re-write with “and/or” language. Member McCrea inquired about the training language in the draft, and Director Musteen explained that training is provided in the coaches meeting. He plans to utilize a nationwide company, Positive Coaching Alliance, to issue online certificates upon training completion. Director Musteen will also revise the language to reflect the new language regarding training and certification requirements. Director Musteen will also create a policies subpage under policies and procedures on the City website.

Director Musteen informed the board that in the future he plans to implement policies as he goes versus asking the Park Board to vote on policies. Therefore, no vote was required.

D. MPRA Organization Membership Renewal

Member Stark made a motion to renew the Park Board's Public Agency Membership with the MPRA Organization. Alderman Dunsworth seconded the motion. The motion carried with a 6-0 voice vote.

New Business

A. Shari Drive Park (President Boston)

President Boston presented to the Park Board a plan to revitalize Shari Park as baseball practice fields. He reported that this effort is part of a larger plan to create a baseball association separate from the Park Board; however, if the Park Board wants it they are willing to give it over. The field will be used as practice fields for children under 12.

Member Stark inquired as to parking and Director Musteen agreed to further evaluate the plan against the Master Plan of 66-acre park.

President Boston asked the Board for a motion to allow him to take the plan to the Board of Alderman for approval. Alderman Dunsworth made a motion for Andrew Boston to take the plan to the Board of Alderman for approval. The motion was seconded by Member Stark. The motion carried with a 5-0 voice vote. President Boston abstained from voting.

Board Member Comments

Member Stark inquired as to the status of the Tractor Pull and indicated that the Peculiar Band Boosters are interested in helping with it or taking over the even if the Park Board elects that it does not want to do it. Discussion ensued and the Park Board decided that it would like to continue with the tractor pull and needs to have a Special Events Committee meeting to discuss the Band Booster's role going forward. Based upon discussion of holidays and weather trends, the Board decided that June 21st is probably the best date for the pull. Member Stark will reach out to the Tractor Pull Association to arrange the date.

Member McCrea inquired about Park Board goals and Director Musteen asked for the board to circulate ideas to him via email so that we can discuss at next month's meeting. He will include the current goals in next month's packet.

Member Stark inquired about the status of the mowing contract and when it will be reopened for bids. Director Musteen will prepare a draft of the proposal for our review which will be including in the February packet. He reported that the City Administrator and Mayor are interested in combining the Park Board contract with the City Contract to see if we can get more competitive bids. The actual work will still be allocated to the appropriate budgets.

Director's Report

Director Musteen reported that basketball is going well and provided an abbreviated schedule to the Park Board. He also reported that Spring Soccer and Volleyball signups will start soon. Member King inquired about sponsorships for youth sports and Director Musteen reported that it isn't really necessary right now, but if we want to have a meeting on sponsorships for soccer, we can.

Adjournment

Member Dunsworth made a motion to adjourn the meeting and it was seconded by Member Stark. The motion carried with a 6-0 voice vote.

These minutes were taken and transcribed by Member McCrea.

Approved:

DRAFT



Peculiar Parks & Recreation

MEMORANDUM

To: Park Board
From: Nathan Musteen
Date: February 10, 2014
Agenda Item: 5-A
Subject: Raisbeck Grading Improvement – Bid Review

BACKGROUND

We had 2 bids opened at the deadline on January 28th. Bids were forwarded to the Park Board members via email on Friday, January 31st to give ample time for board review.

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

PURPOSE

In efforts to continue progress forward and keep the project on the proper timeframe for the spring growing season, the board should discuss and make their recommendation to present to the Board of Alderman on February 18th.

ACTION ITEM

Staff requests the Board make a recommendation to present to the Board of Alderman that selects the most qualified and affordable company to begin grading work at Raisbeck Park.



Peculiar Parks & Recreation

MEMORANDUM

To: Park Board
From: Nathan Musteen
Date: February 10, 2014
Agenda Item: 5-B
Subject: Vision & 2014 Goals

BACKGROUND

In January 2014, the board held a topic of discussion regarding the Vision for the Park Board and the Department. Members of the Board were to email suggestions or ideas regarding their vision to Director Musteen.

With many projects on the horizon for the Board, President Boston has recommended that the Board select some goals that need to be accomplished over the course of the upcoming year.

SHORT TERM GOALS:

These goals should be attainable and provide tangible results to report to the Board of Alderman during the annual report. The following short-term goal ideas came from recent Board of Alderman discussion, the Mayor, City Administrator, Staff and Park Board discussion.

- Chapter 125: Park Board Ordinance Revision
- Chapter 225: Parks & City Lake Revision
 - Established Rules & Guidelines
- By-Laws
- Park Signage Program
- Sub-Committee Reform
- Board Member Welcoming Packet

LONG TERM GOALS:

The long term goals should be "BIG PICTURE" goals that incorporate our short term goals and be a basis for what we work to achieve each year. These will be the support and the backbone for the "VISION" of the Park Board

- Funding Opportunities
- Recreation Programs
- Special Events
- A Walkable Community: Trails & Sidewalks
- Community Projects & Partnerships
- CIP Project List
- Department Operations
 - Privatized vs. Staff

ATTACHMENTS

Chapters 125 & 225 directly relate to the Park Board and park system. They have been attached to begin reviewing for updates. Revisions to these codes in reference to Park Board and department operation are needed in order to accurately revise and establish by-laws, park signage, welcoming packets and sub-committees. Please take time to review and begin logging ideas for revision.

ACTION ITEM

Staff requests the Board make suggestions for 5 to 6 short term goals and prioritize for the upcoming year.

CHAPTER 125: PARK BOARD

Cross Reference--As to general regulations for public parks, see [ch. 225](#) of this code.

SECTION 125.010: CREATED -- COMPOSITION -- QUORUM

There is hereby created a Park Board consisting of seven (7) members who are residents of the City of Peculiar prior to their appointment. Four (4) members of the Park Board shall constitute a quorum. (Ord. No. 102086 Art. 1 §1, 10-20-86; Ord. No. 070699 §1, 7-6-99; Ord. No. 012004D §1, 1-20-04; Ord. No. 100207A §1, 10-2-07)

SECTION 125.020: APPOINTMENT AND QUALIFICATIONS -- GENERALLY

Each of the three (3) wards of the City shall be represented by one (1) appointee. The Mayor shall, with the approval of the Board of Aldermen, appoint one (1) member from each of the three (3) wards of the City and three (3) members to the Park Board from the residents at large. The seventh member of the Park Board shall be an Alderman appointed by the Mayor. Said seventh (7th) member may be from any ward. All appointees must be a minimum of twenty-one (21) years of age at the time of their appointment. (Ord. No. 102086 Art. 1 §2, 10-20-86; Ord. No. 070699 §2, 7-6-99; Ord. No. 100207A §2, 10-2-07)

SECTION 125.030: TERMS OF OFFICE

The directors of the Park Board shall hold office for three (3) year terms from the first (1st) day of September following their appointment. Initially, each ward will be represented by a director serving a two (2) year term and a director serving a one (1) year term of office, and the three (3) directors chosen from the citizens at large shall serve three (3) year terms. At their first (1st) regular meeting each ward individually shall cast lots for the respective one (1) and two (2) year terms, reporting the results of same to the Board of Aldermen. Annually thereafter, the Mayor shall, with the approval of the Board of Aldermen, before the first (1st) day of September, appoint three (3) directors to replace the directors whose terms of office have expired to ensure continuity on the Park Board. (Ord. No. 102086 Art. 1 §3, 10-20-86; Ord. No. 90688 §1, 9-6-88; Ord. No. 070699 §3, 7-6-99)

SECTION 125.040: VACANCIES -- COMPENSATION OF DIRECTORS

Vacancies on the Park Board of Directors, occasioned by removal, resignation or otherwise, shall be reported to the Board of Aldermen and shall be filled in like manner as original appointments. No Director shall receive compensation as such. (Ord. No. 102086 Art. 1 §4, 10-20-86)

SECTION 125.050: ORGANIZATION – POWERS AND DUTIES – PARK FUND

The Directors of the Park Board shall, immediately after appointment, meet and organize, by the election of one (1) of their members President and by the election of such other officers as they may deem necessary. They shall generally be an advisory board to the Board of Aldermen relative to the public parks of the City of Peculiar. They shall make and adopt such by-laws, rules and regulations for their own guidance and further shall recommend the adoption of various rules for the government of the parks as may be expedient, not inconsistent with this Article. The Park Board shall make recommendations to the Board of Aldermen relative to the expenditure of all money collected to the credit of the Park Fund and of the supervision, improvement, care and custody of such parks provided that all monies received from such parks shall be kept separate and apart from the other monies of the City and drawn upon the proper officers of the City upon the properly authenticated vouchers of the Park Board. Such Park Board shall have the power to appoint a suitable person to take care of such parks, and in general carry out the spirit and intent of this Article in establishing and maintaining public parks. (Ord. No. 102086 Art. 1 §5, 10-20-86; Ord. No. 90688 §1, 9-6-88)

SECTION 125.060: ANNUAL REPORT TO BOARD OF ALDERMEN

The Park Board of Directors shall make an annual report to the Board of Aldermen on or before the first (1st) day of September. The annual report to the Board of Aldermen shall state the conditions of their trust as of October first (1st) of the prior year; the various sums of money received from the Park Fund and other sources; and how much money has been expended and for what purposes, with such information and suggestions as they may deem of general interest. All portions of such report that relate to the receipts and expenditures of money shall be verified by affidavit. (Ord. No. 102086 Art. 1 §6, 10-20-86; Ord. No. 041811A §1, 4-18-11)

SECTION 125.070: ANNUAL BUDGET

The Park Board, by their properly authorized committee working with the Finance Committee of the Board of Aldermen, shall prepare a budget showing proposed expenditures of money, and for what purposes, for the ensuing year, which shall be presented to the Board of Aldermen for their general approval or disapproval, on or before the first (1st) day of September. Substitute or amended budgets may be worked out in like manner for their approval or disapproval, and if such substitute or amended budget is approved, it shall take the place of and become the budget for the entire year. (Ord. No. 102086 Art. 1 §7, 10-20-86; Ord. No. 041811A §2, 4-18-11)

SECTION 125.080: PARK FUND

All funds of the Park Board shall be kept in a separate account designated Park Fund. All funds allocated from the general funds of the City together with all funds raised by special taxes shall be deposited in such account. (Ord. No. 102086 Art. 1 §8, 10-20-86; Ord. No. 30689 §1, 3-6-89; Ord. No. 100207A §3, 10-2-07)

SECTION 125.090: RESERVING PARK FACILITIES

Any organization desiring to reserve facilities of the City Park will contact City Hall and provide information as to date, time and facilities desired at least two (2) days (forty-eight (48) hours) in advance of the desired date. Any facility which is under the control of one (1) of the clubs shall only be scheduled by contact with that particular organization. (Ord. No. 102086 Art. 1 §9, 10-20-86)

SECTION 125.100: SCHEDULE OF ORGANIZED EVENTS

All organizations shall file, in duplicate, with the City Park Board a schedule of organized events. One (1) copy of this schedule will be posted at the City Park and one (1) copy will be maintained at City Hall. (Ord. No. 102086 Art. 1 §10, 10-20-86; Ord. No. 30689 §1, 3-6-89)

SECTION 125.110: NOTICE OF POSTED RESTRICTIONS

The Park Board Chairman is authorized, upon the direction of the Park Board to post notices governing certain areas and certain uses of the park and violation of such notices is hereby prohibited. (Ord. No. 102086 Art. 1 §11, 10-20-86)

SECTION 125.120: POLICE AUTHORITY AND SUPERVISOR

The Park Supervisor is a Deputy Marshal and is assisted by special deputies and other authorized persons, and is authorized to preserve order and make arrests and/or eject any person for violation of law or the provisions of this Chapter. (Ord. No. 102086 Art. 1 §12, 10-20-86)

SECTION 125.130: CLOSED AREA

The Park Board may declare any section or part of any park closed to the public at any time and for any interval of time either temporarily or at regular stated intervals, daily or otherwise, and either entirely or merely to certain uses as the Park Board shall find reasonably necessary. (Ord. No. 102086 Art. 1 §13, 10-20-86)

SECTION 125.140: SUSPENSION, ETC. OF PRIVILEGES

The Park Board may suspend, forfeit, cancel or revoke any license or privilege or may refuse to grant the same for a period not to exceed one (1) year after the violation. The action of the Park Board shall be in writing and mailed to the last known address of the violator, and shall state whether it's action is in lieu of, or in addition to, the penalties provided for the violation of this Code. (Ord. No. 102086 Art. 1 §14, 10-20-86)

SECTION 125.150: APPEALS

Whenever in the provisions of this Chapter the decision of the Park Board is provided for in suspending,

forfeiting, canceling or revoking licenses or privileges, or refusing to grant the same, its decision shall be final, unless appealed to the Board of Aldermen on or before the fifth (5th) day following the day notice of such decision is given, except when the fifth (5th) day falls on a Sunday, a legal holiday or a day when the City Hall is closed, then the appeal may be made on the following business day. The appeal shall be filed with the City Clerk, shall substantially set forth the grievance of the party appealing, and shall be heard and determined, unless taken under advisement, at the next regular meeting of the Board of Aldermen. (Ord. No. 102086 Art. 1 §15, 10-20-86)

SECTION 125.160: INSURANCE

No group shall conduct any activities in the City Park unless said group has liability insurance in amounts established by the Park Board which shows both the Park Board and the City of Peculiar as additional named insureds. (Ord. No. 102086 Art. 1 §16, 10-20-86)

SECTION 125.170: VIOLATION AND PENALTY

Any person who violates any of the terms of this Chapter or of any rule or regulation adopted by the Park Board and who shall be found guilty shall be punished by a fine of not more than five hundred dollars (\$500.00). (Ord. No. 102086 Art. 1 Art. 3 §1, 10-20-86)

CHAPTER 225: PARKS AND CITY LAKE PARK

Cross Reference--As to park board, see [ch. 125](#) of this code.

ARTICLE I. GENERAL PARK PROVISIONS

SECTION 225.010: DESTRUCTION, ETC., OF PARK PROPERTY PROHIBITED

It shall be unlawful for any person to deface, injure or destroy any playground equipment, shrubs, trees or any other park property located in any City Park, with the exception allowed for maintenance crews. (Ord. No. 102086 Art. II §1, 10-20-86; Amendment to Ord. No. 102086)

SECTION 225.020: PRESENCE IN CITY PARK PROHIBITED DURING CERTAIN HOURS

It shall be unlawful for any person to be inside the premises of any City Park between the hours of 12:01 A.M. and sunrise of any day unless special written permission for the same has been previously obtained from an Official of the City. (Ord. No. 102086 Art. II §2, 10-20-86)

SECTION 225.030: FIRE -- PROHIBITED -- EXCEPTIONS

It shall be unlawful for any person, except maintenance crews, to start or maintain any fire inside the premises of any City Park; except, in a grill or fireplace made for that purpose. (Ord. No. 102086 Art. II §3, 10-20-86; Amendment to Ord. No. 102086)

SECTION 225.040: FIRE -- FAILURE TO EXTINGUISH BEFORE LEAVING

It shall be unlawful for any person who has built or maintained any fire to fail to extinguish such fire before leaving the City Park premises. (Ord. No. 102086 Art. II §4, 10-20-86)

SECTION 225.050: SWIMMING OR WADING PROHIBITED

It shall be unlawful for any person to swim or attempt to swim or wade or bathe in any City Park pond. (Ord. No. 102086 Art. II §5, 10-20-86)

SECTION 225.060: MOTOR VEHICLES -- SPEED LIMIT

It shall be unlawful for any person to operate any motor vehicle or motor bicycle at any speed in excess of ten (10) miles per hour in any City Park. (Ord. No. 102086 Art. II §6, 10-20-86)

SECTION 225.070: MOTOR VEHICLES -- TO BE OPERATED ONLY ON ROADWAYS PROVIDED FOR SAME

It shall be unlawful for any person, except maintenance crews, to operate any motor vehicle, motor bicycle in any part of any City Park, except on a roadway so provided therefor. (Ord. No. 102086 Art. II §7, 10-20-86; Amendment to Ord. No. 102086)

SECTION 225.080: LITTERING PROHIBITED

It shall be unlawful for any person to place any litter or debris any place in any City Park, except in trash barrels so provided therefor. (Ord. No. 102086 Art. II §8, 10-20-86)

SECTION 225.090: ALCOHOLIC BEVERAGES PROHIBITED

Cereal malt beverages may be sold in City Parks during City sponsored events by persons or entities given the specific authority to sell said beverages by the City. Further, cereal malt beverages sold in City Parks during City sponsored events by persons or entities given such specific authority by the City may be possessed or consumed in City Parks by patrons legally purchasing said cereal malt beverages. Otherwise, it shall be unlawful for any person to bring into or have in his possession or consume in any City Park any alcoholic beverage as defined by State law. (Ord. No. 102086 Art. II §9, 10-20-86; Ord. No. 060308A §1, 6-3-08)

SECTION 225.100: BUSINESS ACTIVITIES RESTRICTED

No person shall expose or offer for sale any article or thing, nor shall he station or place any stand, cart or vehicle for the transportation or sale or display of any such article or thing. This Section shall not apply to duly licensed concessions acting by authority of the Park Board. (Ord. No. 102086 Art. II §10, 10-20-86)

SECTION 225.110: SPORTING ACTIVITIES RESTRICTED

- A. No person shall engage in rough play or comparatively dangerous games in a park area.
- B. *Exception.* Supervised or sanctioned events (i.e., rodeo's football). (Ord. No. 102086 Art. II §11, 10-20-86; Amendment to Ord. No. 102086)

SECTION 225.120: HUNTING

It shall be unlawful for any person to hunt, shoot, kill, trap, injure, pursue or molest in any way any bird or animal on or within a City Park. (Ord. No. 102086 Art. II §12, 10-20-86)

SECTION 225.130: CAMPING RESTRICTED

Camping in the park is prohibited except in the areas set aside for organized youth groups to be used only by special permission secured from the Chairman of the Park Board. (Ord. No. 102086 Art. II §13, 10-20-86)

SECTION 225.140: DISORDERLY CONDUCT

Disorderly conduct in the way of drunkenness, vile, loud or boisterous language, fighting, and personal exposure by change of clothing in automobiles, woods, parks or any other place where the persons are not properly sheltered, is prohibited. (Ord. No. 102086 Art. II §14, 10-20-86)

SECTION 225.150: FIREARMS

It shall be unlawful for any person to carry or possess any firearm on any property under the control of the Park Board unless a permit has been obtained from the Board of Aldermen of the City. No such permit shall be issued unless the Board of Aldermen has made a determination that there will not be a threat to the safety and welfare of the citizens of the City and the possession of said weapons would not constitute a nuisance to adjoining residences and property owners. The applicant for the permit must submit a certificate of insurance with the City shown as an additional named insured in a minimum amount of five hundred thousand dollars (\$500,000.00) aggregate. (Ord. No. 102086 Art. II §16, 10-20-86)

SECTION 225.160: POLLUTION

It shall be unlawful for any person to pollute any lake or pond water in any way, or dump trash or litter on any property under the control of the Park Board. (Ord. No. 102086 Art. II §17, 10-20-86)

SECTION 225.170: ANIMAL CONTROL

Unauthorized horseback riding on paved or improved roads or in posted areas of property under the control of the Park Board is prohibited. Dogs in the park must be tied with a chain or controlled by a leash. (Ord. No. 102086 Art. II §18, 10-20-86; Ord. No. 30689 §1(c), 3-6-89)

SECTION 225.180: VIOLATION AND PENALTY

Any person who violates any of the terms of this Article or of any rule or regulation adopted by the Park Board and who shall be found guilty shall be punished by a fine of not more than five hundred dollars (\$500.00). (Ord.

No. 102086 Art. III §1, 10-20-86)

ARTICLE II. CITY LAKE PARK

SECTION 225.190: REQUIREMENTS CONCERNING USE OF GROUNDS AND FACILITIES

Each person, firm or corporation using the Public Park and grounds shall clean up all debris, extinguish all fires when such fires are permitted, and leave the premises in good order, and the facilities in a neat and sanitary condition. (Ord. No. 10581 Art. I §1, 1-5-81)

SECTION 225.200: GROUP USE

Whenever any group, association, or organization desires to use said park facilities for a particular purpose, which purpose might be deemed to impinge on the rights and privileges of other persons using the City Lake and City Lake Park, a representative of said group, association or organization shall first obtain a permit from the Board of Aldermen. The Board of Aldermen may adopt an application form to be used for such situations. (Ord. No. 10581 Art. I §3, 1-5-81)

SECTION 225.210: OTHER REGULATIONS

- A. *Automobiles and Conveyances.* It shall be unlawful to drive or park any automobile, vehicle, or other motorized conveyance, including motorcycles, motor-scooters, snowmobiles, all-terrain vehicles, or any trailer of any kind, on the dam or spill-way.
- B. *Prohibited Areas.* It shall be unlawful for any person or persons to trespass upon the settling tank or other structure of the Water Treatment Plant of the Peculiar, Missouri water system located in the City Lake Park or elsewhere.
- C. *Firearms and Traps.* It shall be unlawful for any person to be in possession of a firearm, longbow, crossbow or trap of any kind within the City Lake Park.
- D. *Speed Limit.* It shall be unlawful for the driver of any vehicle to exceed a speed limit of ten (10) miles per hour anywhere within the City Lake Park in any vehicle of any kind. (Ord. No. 10581 Art. I §4, 1-5-81)

SECTION 225.220: HOURS CITY LAKE PARK IS CLOSED TO PUBLIC

It shall be unlawful for any person to be or remain on the land or waters of the City Lake Park between the hours of 12:00 Midnight and 5:00 A.M. (Ord. No. 10581 Art. I §5, 1-5-81)

SECTION 225.230: CITY LAKE -- BOATING REGULATIONS

A. *Boats Allowed.* It shall be unlawful for any person, firm or corporation to operate any boat on the City Lake powered by any source other than an electric trolling motor. No motors or engines of any boat operated on the City Lake of the City of Peculiar using liquid or solid fuel of any variety are allowed upon the lake.

B. *Boat Permit.* Before placing any boat upon the City Lake, the owner or user of said boat shall obtain a permit from City Hall for the use of said boat on the lake, which permit shall bear a fee of two dollars (\$2.00) per year. Such permit must be kept on board the boat when it is on the City Lake, and shall be displayed to any Police Officer of the City of Peculiar upon demand. Such permit shall be issued only upon proper proof that the applicant lives in a location with a Peculiar, Missouri address.

C. *Storage.* It shall be unlawful for any boat or other water craft to be stored or otherwise left unattended on any of the land or waters of the City Lake Park. (Ord. No. 10581 Art. II §1, 1-5-81; Exhibit A to Ord No. 10581)

SECTION 225.240: CITY LAKE -- FISHING REGULATIONS

Fishing Apparatus. It shall be unlawful for any person to use or possess, on property of the City Lake Park and City Lake, any gigs, fishnets, fish traps of any kind, trout lines, bank lines, throw lines, explosives, or any other exotic apparatus for capturing fish in other than the traditional line-and-pole manner. Both artificial and natural baits may be used, except that gold fish minnows are specifically prohibited from use in the City Lake. (Ord. No. 10581 Art. II §2, 1-5-81)

ARTICLE III. CITY LAKE -- PECULIAR WATER SYSTEM

SECTION 225.250: CITY LAKE -- SUPPLY TOWER -- SETTLING TANKS -- OTHER WATER RESERVOIRS -- PROHIBITED ACTS

In order to protect the City Lake and the public water supply of Peculiar, the following are prohibited acts:

1. No unauthorized person or persons shall be allowed to climb, scale or mount the water supply tower and tank of the Peculiar, Missouri water system.
2. No unauthorized person or persons shall be allowed to open any fire hydrant on the entire Peculiar, Missouri water system.
3. No unauthorized person or persons shall be allowed to open or close any valve, stopcock or cutoff on the Peculiar, Missouri water system.
4. No unauthorized person or persons shall remove, cause to be removed, tamper, replace or otherwise damage or destroy any water meter, service line, main line, fire hydrant valve or fitting of the Peculiar, Missouri water system.

5. No swimming will be allowed in the City Lake of the Peculiar, Missouri water system.
6. No unauthorized person or persons will be allowed on the settling tank or other structures of the water treatment plant of the Peculiar, Missouri water system.
7. No gasoline or other liquid fuel-driven motor boats, canoes, rafts, or other craft, shall be allowed on the City Lake of the Peculiar, Missouri water system.
8. No cans, papers, refuse, offal, garbage, trash, etc., shall be placed, dumped, spread or otherwise put into the waters of the City Lake, settling tanks, supply tank or other water reservoirs of the Peculiar, Missouri water system. (Ord. No. 33 §§1-3, 7-3-61)

SECTION 225.260: ICE SKATING PROHIBITED ON CITY LAKE

It is unlawful to engage in ice skating, ice boating, walking or otherwise traveling upon the surface of the City Lake of the City of Peculiar when it is frozen. (Ord. No. 37 §1, 1-2-62)



Peculiar Parks & Recreation

MEMORANDUM

To: Park Board
From: Nathan Musteen
Date: February 10, 2014
Agenda Item: 6-A
Subject: March Meeting Date and RFP Timeline

BACKGROUND

Staff will be at the annual Missouri Community Forestry Council in Jefferson City from March 10 -12. This conference fulfills the required educational units to maintain the ISA Certified Arborist Certification.

The regularly scheduled Park Board meeting for March is on Monday, March 10th.

RFP TIMELINE and INFORMATION

During the March meeting, Park Board members will review the bids for the Mowing & Edge Trimming, Park Maintenance and Tree Trimming proposals. At this time the Board will make a recommendation for staff to present to the Board of Alderman the following week.

The Schedule for the five (5) RFP's; Mowing, Park Maintenance, Tree Trimming, Snow Removal and Vehicle Maintenance to stay on track and have contracts in place by April 1st is as follows:

- Send RFP's blurbs to papers Monday, February 3rd
 - Papers advertise the week of February 6th, 13th and 20th
 - Place on City Web page and Channel 7 on Friday, February 7th – 25th
 - Take RFP's to Park Board on Monday, February 10th for general review
 - Receive proposals/bids on Tuesday, February 25th @ 3:00 P.M.
 - Prepare Mayor and BOA council packets for discussion, no later than Thursday, February 27th @ 2:00 P.M.
 - Present proposals/bids to Mayor and BOA Work Session on Monday, March 3, 2014 for discussion.
 - Email Mayor/BOA packet summary to Park Board for review
 - Present proposals/bids to the Park Board on Monday, March 10th
 - Prepare Mayor and BOA council packets and resolutions for City staff recommendations, no later than Thursday, March 13th @ 2:00 P.M.
 - Present to Mayor and BOA on Monday, March 17th, 2014 for approval
 - Notice to Award on Tuesday, March 18th, 2014
-

MEETING DATE OPTIONS

The board has a couple of options in regards to the meeting date:

- 1) Leave the meeting as scheduled on Monday night, March 10th. The City Clerk, Nick Jacobs, will bring the bid results to the meeting and serve as staff representation and President Boston can run the meeting as scheduled.
 - 2) Host a special meeting on March 4th to review the bids and provide the Board of Alderman with a recommendation and cancel the March 10th meeting.
-

ACTION ITEM

Staff requests the Board make a motion to leave the meeting date as scheduled or move to Tuesday, March 4th.



Peculiar Parks & Recreation

MEMORANDUM

City RFP's –

You can download the RFP's in Adobe by logging onto:

- www.cityofpeculiar.org
- click on "Departments"
- click on "Projects/RFP"

BID	POSTING DATE	DEADLINE
Mowing & Edge Trimming for City Properties	2/06/2014	2/25/2014 3:00 PM
Park Maintenance	2/06/2014	2/25/2014 3:00 PM
Tree Maintenance: Pruning & Hazardous Tree Removal	2/06/2014	2/25/2014 3:00 PM
Snow Removal and Ice Control	2/07/2014	2/25/2014 3:00 PM
Vehicle Maintenance and Repairs	2/07/2014	2/25/2014 3:00 PM



Missouri Community Forestry Council

21st Annual Conference

March 10-12, 2014

Jefferson City, Missouri



Monument of Lewis and Clark Expedition at the Missouri Capital. Photo: Ryan Russell

Conference Attendees:

Welcome to the 21st annual conference of the Missouri Community Forestry Council, “***Preserving, Sustaining, and Growing the Urban Forest.***” We are thrilled to be hosting the conference in the Capital City and are here to help with any of your needs during your stay.

The 2014 Conference program has sessions that appeal to all in the tree care industry. This year there will be three concurrent breakout sessions, Arboriculture, Case Studies, and Community Forestry. The Arboriculture sessions are “on the ground” accounts that will appeal to the working arborist. The Case Study sessions will provide a broad range of applied community forestry projects which can offer valuable lessons applicable to many municipal programs. The Community Forestry sessions takes a look at the myriad of opportunities for creating and preserving a diverse community forest in addition to developing strategies to communicate the importance and value of trees.

We hope you enjoy the conference and your stay in Jefferson City. We thank our sponsors and exhibitors for their generous support and contact us if there is anything we can assist you with.

Sincerely,

2014 Conference Planning Committee

Peculiar Parks & Recreation

DIRECTOR'S REPORT



Prepared by: Nathan Musteen
 Month/Year: February 2014

ADMINISTRATIVE PROJECTS

- Basketball began on Saturday, January 11th. First home games started 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 – should be finalized in February.
- Staff met with Boy Scout, Seth Kelly, about a future Eagle Scout Project. This would continue the downtown rail-trail project. (*attached email*)
- Soccer & Volleyball registrations are currently open. A proposed map of 66 acre park to accommodate practice soccer fields is attached.
- The Kubota tractor was purchased. It is in the storage building at Hartzler Equipment in Harrisonville until the weather is more conducive for delivery.

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. The Floodway “No rise certificate” has been granted and the MDNR Land Disturbance Permit has been applied for.	August	complete	
Construction Bid	Draft Bid Documents for Phase 1 Construction	December	Complete	
	Advertisement for Bid	January	Went to papers, January 6 th	
	Bid Proposals	January	Due the 25th	

Peculiar Parks & Recreation

DIRECTOR'S REPORT



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

2 Bids were opened at the Bid opening on January 25th. The Board received an email on January 31st containing both bids for their review.

The LWCF Grant

See Attached e-mail

PARKS REPORT

Peace Park:

- No new reports

Mayor's Park:

- City Staff received a complaint that the light at the Park was out. Upon investigation, this light is maintained by KCP&L not the Parks Department. City staff contacted KCPL and the light was put on the repair list.

Raisbeck Park:

- A Tree fell across the driveway due to the wind the last week of January
 - The tree was cut up and removed

McKernan Park:

- Lock on Men's Restroom was broke off the door (looks like someone got sick inside bathroom several times)
- Turned water back on and thawed out the toilet
- Cleaned the restroom
- Re-winterized Men's and Women's Restrooms
- Made repairs to lock on door of Men's Restroom



City Lake:

- Trash cans were blown over during the heavy winds the last week of January
 - All trash was picked up
- Picked up downed branches from the windstorm

Shari Drive Park:

- No new reports

Peculiar Parks & Recreation

DIRECTOR'S REPORT



66 Acre Park:

- No new reports

From: Nathan Musteen

Sent: Wednesday, January 29, 2014 9:47 AM

To: Nick Jacobs; onlmccord@gmail.com; tchc@fairpoint.net; holly@staffordagency.com; Lisa McCord (Lisa.McCord@hallmark.com)

Cc: Brad Ratliff; Ernie Jungmeyer

Subject: Rail-Trail Update

Hey Everyone,

I wanted to send a quick update in our downtown trail projects.

- 1) Nick McCord Project – In late November/early December, Nick Jacobs finished securing the property between “C” highway and Broadway. We now have a continuous path thanks to the Fire Department, Yoakum’s and Arnall’s. This project is ready for the McCords to move forward.
- 2) Seth Kelly Project – at the Board of Alderman meeting on January 21, Seth Kelly approached the board with ideas for an Eagle Scout Project. I met with Mr. Kelly and his mom on Friday, January 24th. They are very interested in doing the trail-head portion of the rail-trail linking the downtown area, passing under the water tower and between the feed silos and Arnall storage building. He has taken the information home to do his research and will let us know. He seems very driven and excited about the project. I’ll keep you posted.



Nathan Musteen, CPRP
Director of Parks & Recreation
City of Peculiar, Missouri
816-779-2225
nmusteen@cityofpeculiar.com

A good man leaveth an inheritance to his children’s children...

Peculiar Parks & Recreation

DIRECTOR'S REPORT



The LWCF Grant

From: Gladbach, Wendy [mailto:Wendy.Gladbach@dnr.mo.gov]
Sent: Friday, February 07, 2014 12:39 PM
To: Nathan Musteen
Subject: RE: FY 2013 grant application

Not yet, I know they are working on them. I talked to them last week and they are trying to get everything done, if I don't get anything in the mail today I will call them Monday and see where we stand.

Wendy Gladbach
Missouri Department of Natural Resources
Division of State Parks/Planning & Development
Grants Management
573-751-8462
Fax 573-526-4395

From: Nathan Musteen [mailto:NMusteen@cityofpeculiar.com]
Sent: Friday, February 07, 2014 11:52 AM
To: Gladbach, Wendy
Subject: RE: FY 2013 grant application

Heard anything? – would love to announce it at Monday's Board Meeting.

Have a great weekend.

From: Gladbach, Wendy [mailto:Wendy.Gladbach@dnr.mo.gov]
Sent: Monday, January 06, 2014 10:05 AM
To: Nathan Musteen
Subject: RE: FY 2013 grant application

No, I got everything covered, we are just waiting final approval, we should hear something by about Feb 1.

Wendy Gladbach
Missouri Department of Natural Resources
Division of State Parks/Planning & Development
Grants Management
573-751-8462
Fax 573-526-4395

From: Nathan Musteen [mailto:NMusteen@cityofpeculiar.com]
Sent: Monday, January 06, 2014 9:20 AM
To: Gladbach, Wendy
Subject: RE: FY 2013 grant application

I received your email and listened to the phone message. It seems you have taken care of everything. Is there anything else I can do?

From: Gladbach, Wendy [mailto:Wendy.Gladbach@dnr.mo.gov]
Sent: Thursday, December 26, 2013 4:11 PM
To: Nathan Musteen
Subject: FY 2013 grant application

Peculiar Parks & Recreation

DIRECTOR'S REPORT



Nathan,

I left you a phone message this morning, you can disregard, I took care of the map. Hopefully you will hear soon on the approval of your trail project. I think it might be approved around Feb 1, I will let you know when I hear something.

Wendy Gladbach
Missouri Department of Natural Resources
Division of State Parks/Planning & Development
Grants Management
573-751-8462
Fax 573-526-4395

