

Park Board of Peculiar
Meeting Agenda – March 23, 2015 6:30 p.m.
City Hall Council Chambers – 250 So. Main Street

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Consideration of the Agenda & Minutes
 - A) February 9, 2015
- 5) Sub-Committee Reports
 - A) Special Events
- 6) Old Business
 - A) Raisbeck LWCF Trail Update – Nick Jacobs
 - B) Park Signage Project Update – Nick Jacobs
- 7) New Business
 - A) Highline Park and Trail – Nick Jacobs
 - B) Update on the selection of a new Park’s Director – Brad Ratliff
- 8) Director’s Report
- 9) Public Comment
- 10) Board Member Directives
- 11) Adjournment

**MEETING MINUTES
PARK BOARD
CITY OF PECULIAR, MISSOURI
FEBRUARY 9, 2015**

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, February 9, 2015, beginning at 6:30 P.M. Park Board Chairman Homer Dunsworth, called the meeting to order.

Chairman Dunsworth asked all to stand for the “Pledge of Allegiance”

Members responding to roll call:

Member Homer Dunsworth	Aye
Member Karen McKee	Aye
Member Jeff Harlan	Aye
Member Dan Margita	Aye
Member Steven Riley	Aye
BOA Liaison Kelsie McCrea	Absent

Consideration of Agenda and Minutes:

Member Karen McKee made a motion to accept the minutes from the January Park Board Meeting, Member Jeff Harlan seconded the motion. The motion carried with a 5-0 voice vote.

Sub-Committee Reports:

Chairman Homer Dunsworth has been working with Gary Mallory on coordinating a senior lunch program through the Mid-American Regional Council. Advisory Board Members Alderman Bob Fines and Sharon Shores are recruiting additional members that will help and contribute input with this program. Ideally we would like to be able to provide one free lunch a week to the seniors in the community in conjunction with a weekly senior activity.

Old Business:

Director Nathan Musteen updated the Members on Raisbeck LWCF Trail. Conversation ensued on the completion of the trail and the budget/grant for this project.

Director Nathan Musteen updated the Members on the Park Signage Project. This project will incorporate the design, production and installation of entry, rules and regulation signs in the park system. Discussion ensued amongst the Members on the signs being proposed. Member Jeff Harlan made a motion to approve the sign designs and move forward with obtaining quotes for the project, Member Karen McKee seconded the motion. The motion carried with a 5-0 voice vote.

New Business:

Director Nathan Musteen discussed the Highline Park Trail. City Staff has been researching opportunities for obtaining rights to the abandoned railbed through the downtown area. With the completion of the McCord Eagle Scout Project the City currently has a continuous section of completed trail/sidewalk. Discussion ensued regarding City ownership/easement rights from Broadway to YY Hwy with the exception of a piece of property split into two portions. The City entered into a contract to purchase that piece of property. This purchase completes a continuous ownership/easement access of the abandoned railbed. The property is dedicated as a future trail, including a small park. Staff is asking for direction on the design of Highline Park signage. Member Karen McKee made a motion to approve the sign design of Option #2 Highline Trail Sign Design as presented, Member Steven Riley seconded the motion. The motion carried with a 5-0 voice vote.

Director Nathan Musteen is requesting to move the March 9th date to March 23rd due to a scheduling conflict regarding personal matters. Member Jeff Harlen made a motion to move the next Park Board Meeting date from March 9th to March 23rd, Member Karen McKee seconded the motion. The motion carried with a 5-0 voice vote.

Director's Report:

- Designing the signs for trails and parks
- Working on Trails when weather permits
- Recap of the 2015 Youth Basketball Season
- Spring Volleyball & Soccer registration
- Parks and Recreation 2015 Program Guide

Public Comments:

No Public comments

Board Member Directives:

- Proceed with quotes for park signage
- Change date on website for the next Park Board Meeting

A motion was made by Member Steven Riley to adjourn the meeting at 7:14 p.m., Member Jeff Harlen seconded the motion. The motion carried with a 5-0 voice vote.

These minutes were taken by Director Nathan Musteen and transcribed by City Clerk Janet Burlingame.



Peculiar Parks & Recreation

MEMORANDUM

To: Park Board
From: Nathan Musteen
Date: March 20, 2015
Agenda Item: 6-A
Subject: Raisbeck LWCF Trail Update

BACKGROUND

Land Water Conservation Fund (LWCF)

DPAC – Downtown Peculiar Arts and Cultural District

- Federally funded grants through the U.S. Department of the Interior, National Park Service
- Administered by the State Inter-Agency Council for Outdoor Recreation (SIACOR) and the Department of Natural Resources

Land and Water Conservation Fund grants are available to cities, counties and school districts to be used for outdoor recreation projects. Projects require a 55 percent match. All funded project sites are taken under perpetuity by the National Park Service and must only be used for outdoor recreational purposes. Development and renovation projects must be maintained for a period of 25 years or the life of the manufactured goods. Projects can be funded up to \$75,000.

In April of 2013, Staff applied for the Land Water Conservation Fund Grant to help offset costs of building a nature trail around the perimeter of Raisbeck Park.

In September of 2013, we were notified that we passed the state requirements and that our application would be moving to Federal review board.

In March of 2014, we were awarded \$13,041.00 to supplement the costs of building a .75 mile natural path walking trail at Raisbeck Park. This is a 45% matching grant. Park Board and the Board of Alderman approved a total budget of \$28,980 to construct the trail. Reimbursement monies will be paid upon completion and a State Parks Inspection for final approval.

The trail will be a 5ft wide gravel path with wooden walking bridges and landscape/railroad tie boarders. Trail completion date is February 28, 2016.

KEY ITEMS OF NOTE

As of March 20, 2015, the trail is complete.

We made some pretty significant upgrades to strengthen the bridges and boarders including treated 4x6 timbers instead of landscape timbers and longer rebar for added strength during times of flood.

ACTION ITEMS

No Action Needed. Pictures are provided of the most recent work.





Peculiar Parks & Recreation

MEMORANDUM



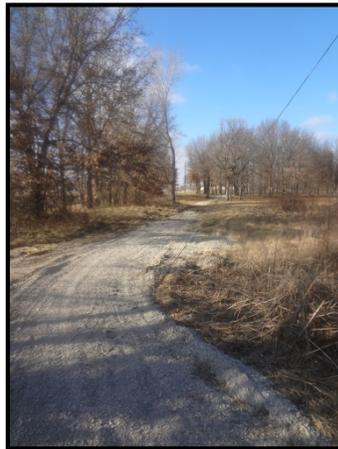
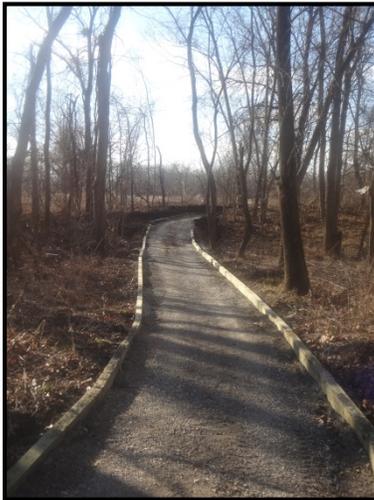
Peculiar Parks & Recreation

MEMORANDUM



Peculiar Parks & Recreation

MEMORANDUM





Peculiar Parks & Recreation

MEMORANDUM

To: Park Board
From: Nathan Musteen
Date: March 20, 2015
Agenda Item: 6B
Subject: Park Signage Project

BACKGROUND

Within the Fiscal Year 2015 budget, Park Board recommended \$4000 towards the development of a Park Signage Program. This program will incorporate the design, production and installation of entry, rules and regulation signs in the park system.

Staff has designed the signs for

- City Lake Park
- McKernan Park
- Raisbeck Park
- Sutter's Creek Park (currently Mayor's Park)
- Rail-bed Trail System.

KEY ITEMS

At this time, Staff recommends that we hold off on developing signs for Shari Dr. and 66 Acre Park. Many decisions should be addressed in the upcoming months including the discussion of a permanent access route to 66 Acre and combining the two properties into 1 park. With these scenarios, staff feels we should hold off until we have more definitive answers and direction for both properties.

The Rail-Bed Trail system incorporates the downtown Eagle Scout Trail and future additions to the trail system. The rail-bed trail will be under the maintenance and authorization of the parks department and be a great enhancement to the Peculiar Park System.

On December 1, the McCord Family officially finished their portion of the trail development and the City will move forward with connecting the trail with C Highway and Broadway Street. A ribbon cutting ceremony for the trail will be held in the spring when weather is more suitable for the outdoor ceremony. At this time, we hope to have the trail signs completed and installed for the ribbon cutting.

Staff and the City Clerk continue to research available abandoned rail-bed right-of-way and grant opportunities for trail development, land acquisition and enhancements to extend the trail system throughout the city limits along the original railroad.

A design and name for the trail has been determined based on the history of the Peculiar railway. Staff and the City Clerk are researching any legal issues for use of the name for the trail. The trail sign designs are informational only and will be implemented based on legal approval for use of the name and insignia.

ACTION ITEMS

None at this time

Park Rules sign

Quantity:	3
Size:	18" w x 24" h
Color:	Full Color
Shape:	cut to match outline
Mount:	Single 4x4 post (to be installed)

City Lake Park

Park Hours: Dawn to 11:00pm

Park Rules

- No Littering – Help keep our parks clean
- No Pollution – Please dispose of chemicals and yard waste appropriately
- No Fireworks on public property
- No Alcohol or Firearms on public property
- No Open Fires - Please use the BBQ Grills for picnics
- No Disorderly Conduct
- No Unleashed pets

Please report maintenance issues to 816-779-2225 or to the "report a concern" tab at www.cityofpeculiar.org



Refer to Chapter 225 of the Peculiar Municipal Code for all Park and Public Property rules and regulations



City Lake Pier

Quantity:	1
Size:	8.5" w x 12" h
Color:	Full Color
Shape:	cut to match outline
Mount:	On Shelter

Shelter signs



Quantity: 2
 Size: 11" w x 17" h
 Color: Full Color
 Shape: cut to match outline
 Mount: On Shelter

Shelter signs



Quantity: 1
 Size: 36" w x 30" h
 Color: Full Color
 Shape: cut to match outline
 Mount: On Shelter

City Lake Park "Lake Rules"

Water/Fishing Rules

- No swimming, wading or ice skating at anytime
- No littering or dumping on the shoreline or in the water
- Fishing privileges are open to the public, fishing without a proper license is prohibited
- Only traditional line-and-pole fishing is allowed
- Artificial and natural baits may be used, except that gold fish minnows are specifically prohibited

Boat Rules

- Boats are allowed - boats may only be powered by an electric trolling motor
- All boats must be registered with the City of Peculiar - boat permits can be purchased for \$7.00 at Peculiar City Hall. Permits must be kept on the boat at all times
- No sailboats, sail boards or wind powered vessels are allowed on the lake
- No type of motorized recreational water craft is allowed on the lake
- No storage or unattended boats on the Lake at any time



For information on how to obtain a boat permit, contact
816-779-2225 or stop by City Hall at 250 South Main Street

Refer to Chapter 225 of the Peculiar Municipal Code for all Park and Public Property rules and regulations

Boating Rules

Quantity:	1
Size:	18" w x 24" h
Color:	Full Color
Shape:	cut to match outline
Mount:	Single 4x4 post to be installed

Parking / Shoreline Signs



Quantity:	8
Size:	11" w x 17" h
Color:	Red Font
Shape:	match outline
Mount:	Single post for street signs



Quantity:	4
Size:	11" w x 17" h
Color:	Dark Green
Shape:	match outline
Mount:	Single post for street signs

Park Rules sign

Quantity: 1
Size: 36" w x 30" h
Color: Full Color
Shape: cut to match outline
Mount: double 4x4 post to be installed





Shelter Policies

- Shelter reservations have exclusive use of the shelter during park hours
- Do not drive or park on grass to access the shelter. Parking is allowed only in designated areas
- No alcoholic beverages permitted
- No open fires - please use the BBQ Grills for picnics
- No moving, removal of or damage to park property or picnic tables
- No climbing on buildings or structures not erected for this purpose
- The City of Peculiar is not responsible for personal items left in the parks
- Vendors, soliciting, signs and other advertisements are prohibited without prior permission from the Parks & Recreation Department
- No sale of any good or service on public property

For information on how to reserve a Picnic Shelter, log onto www.cityofpeculiar.org or call 816-779-2225

Refer to Chapter 225 of the Peculiar Municipal Code for all Park and Public Property rules and regulations

Shelter signs

Quantity: 1
 Size: 11" w x 17" h
 Color: Full Color
 Shape: cut to match outline
 Mount: On Shelter



Shelter signs

Quantity: 1
 Size: 36" w x 30" h
 Color: Full Color
 Shape: cut to match outline
 Mount: On Shelter

Park Rules sign

Quantity: 2
 Size: 36" w x 30" h
 Color: Full Color
 Shape: cut to match outline
 Mount: double 4x4 post to be installed

Raisbeck Park

Park Hours: Dawn to 11:00pm

Park Rules

- No Littering – Help keep our parks clean
- No Pollution – No yard waste dumping
- No Destruction or Vandalism of any public property
- No Fireworks on public property
- No Alcohol or Firearms on public property
- No Open Fires - Please use the BBQ Grills for picnics
- No Disorderly Conduct
- No Unleashed Pets
- No Hunting or Fishing
- Park Only in designated areas
- No Remote control vehicles, go-carts, mini-bikes, ATV's or RTV's permitted



Playground use intended for ages 2 – 12 years old
 Use playground at your own risk – adult supervision is recommended

Please report any maintenance issues to 816-779-2225 or to the
 "report a concern" tab at www.cityofpeculiar.org

Refer to Chapter 225 of the Peculiar Municipal Code for all Park and Public Property rules and regulations

Playground Guidelines

- Use Playground Equipment at your own risk.
- Playground use intended for ages 2 -12 years old.
- Adult supervision is recommended
- Water Fountains are generally turned on

April 1 – November 1



Please report any maintenance issues to 816-779-2225 or to the
 "report a concern" tab at www.cityofpeculiar.org

Playground Sign

Quantity: 1
 Size: 18" w x 24" h
 Color: Full Color
 Shape: cut to match outline
 Mount: Single 4x4 post to be installed

Raisbeck Park Maintenance Building



City of Peculiar Personnel Only
No trespassing or unauthorized entry

24 Hour Security Surveillance

Please report any vandalism or facility damage to the
Peculiar Police Department at 816-779-5102

Maintenance Barn

Quantity: 1
Size: 65" w x 35" h
Color: Full Color
Shape: cut to match outline
Mount: On barn



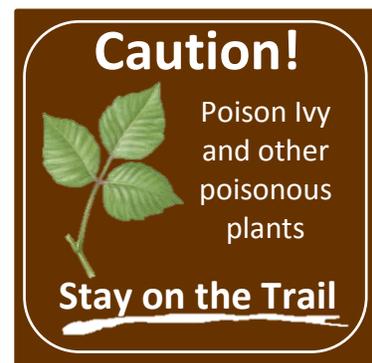
Trail Head Signs

Quantity:	4
Size:	18" w x 24" h
Color:	Full Color
Shape:	cut to match outline
Mount:	Single 4x4 post to be installed



Trail Warning Signs

Quantity:	4 (each)
Size:	6" w x 6" h
Color:	Full Color
Shape:	square
Mount:	Single 4x4 post to be installed below trail-head signs



Park Entrance Sign



Quantity: 1
Size: 18" w x 24" h
Color: Full Color
Shape: cut to match outline
Mount: Pre Existing Post



Park Rules Sign

Quantity: 2
Size: 18" w x 24" h
Color: Full Color
Shape: cut to match outline
Mount: Single 4x4 post to be installed

Park Entrance Sign



Quantity: 1
Size: 18" w x 24" h
Color: Full Color
Shape: cut to match outline
Mount: Pre-Existing post

Trail-Head Sign

Quantity: 2
Size: 18" w x 12" h
Color: Black & White
Shape: cut to match outline
Mount: 4x4 post to be installed



Highline Eagle Sign

Quantity: 1
Size: 18" w x 24" h
Color: Black & White
Shape: cut to match outline
Mount: Pre-existing Wood Fence

The HIGH LINE

The Peculiar High Line

"C" Hwy to Broadway Street

This Eagle Scout Project was completed on December 1, 2014 by Nicholas McCord of Troop 245; Peculiar, Missouri.

Along with the assistance of fellow Boy Scouts, family, friends, members of the community and gracious donors, this trail is dedicated to the City of Peculiar for the health and well-being of its residents and preservation of its "unique" history for generations to come.

Thank You...

Oscar and Lisa McCord
Wal-Mart Inc. Store #319
Glenn Yoakum
Leffingwell Family
Davy Stutzman
Roger and Kathy Ruth
Mark Ruth
Scott Ruth
Jeff Leighter
Sam Teegarden
Bill Willey

Emmett "Frosty" Smith
Casey's General Stores
Rex Spencer
Jacob Harryman
Matt Harryman
Daniel Leighter
Jacob Maichel Jr.
Duane Fawcett
Larry Blades
Mark Boles
Jeff Padgett

Martin Marietta Materials
Bob Davidson
David Arnall
City of Peculiar
Don and Teresa Jones
Dylan VanGilder
Jacob Boles
Josh Toler
June Harryman
Jason Scrivener
Richard Ray

DPAC – Downtown Peculiar Arts and Cultural District
West Peculiar Fire Protection District
CRITSITE – Critical Site Products



Please report any maintenance to 816-779-2225 or to the "report a concern" tab at www.cityofpeculiar.org
Refer to Chapter 225 of the Peculiar Municipal Code for all Park and Public Property rules and regulations

Lock Fence Sign

Quantity: 1
Color: Black & White
Mount: Pre-existing Chain link Fence

Size: 24" w x 18" h
Shape: cut to match outline



LOCK FENCE

Place your lock on the fence

Deposit the key in the center pipe of the Water Tower

Please report any maintenance to 816-779-2225 or to the "report a concern" tab at www.cityofpeculiar.org / Inappropriate Locks will be removed
Refer to Chapter 225 of the Peculiar Municipal Code for all Park and Public Property rules and regulations

Trail Warning Signs

Quantity: 2 (each)
Size: 6" w x 6" h
Color: Full Color
Shape: square
Mount: Single 4x4 post to be installed below trail-head signs





Peculiar Parks & Recreation

MEMORANDUM

To: Park Board
From: Nathan Musteen
Date: March 20, 2015
Agenda Item: 7A
Subject: Highline Park and Trail

BACKGROUND

City Staff has been researching opportunities for obtaining rights to the abandoned railbed through the downtown area for the past two years.

With the completion of the McCord Eagle Scout project from C Hwy to Broadway Street and the current sidewalk through McKernan and Peace Parks, the City currently has a continuous section of completed trail/sidewalk measuring at .54 miles (see picture #1)

KEY ITEMS

Currently the city has ownership/easement rights from Broadway to YY Hwy with the exception of a piece of property split into two portions at the entrance of Shari Drive. (see picture #2)

The Board of Alderman entered into a contract with the property owners to purchase that piece of property in the amount of \$10,000. This purchase completes a continuous ownership/easement access of the abandoned railbed between YY Hwy and Centennial street.

The property is dedicated as a future trail, including a small park. It was purchased utilizing General Fund and Park Fund money. Each fund contributed \$5,000 for the purchase of the property.

FUTURE PLANS

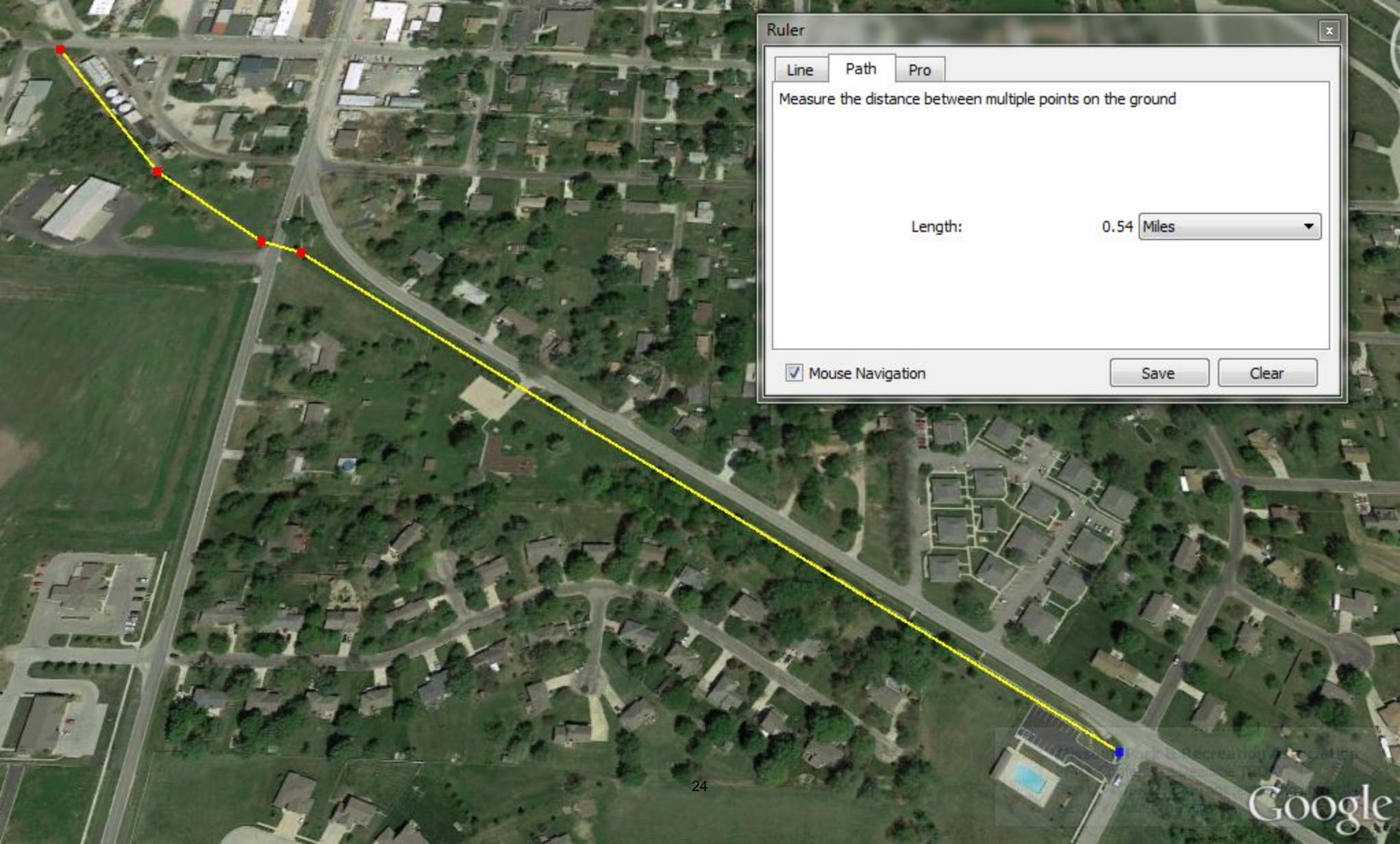
In the fall of 2015, Staff will submit a Recreation Trails Grant application for the development, completion and linkage of Highline Trail through the downtown area. This project will include the construction of the trail from YY Hwy to Broadway St., additional signage for the new portion of trail and "Highline" park, and a downtown trail head connecting the downtown water town & lock fence to the trail.

This downtown trail will be a continuous walking trail from YY Hwy to Centennial St. measuring approximately 1.10 miles. (see picture #3)

The Park Board will take an in-depth look at Highline Park to determine the best use of the property and community needs in the upcoming months to prepare for the grant application. Ideally, this would include a small 4 to 5 car parking lot and trail access.

ACTION ITEMS

No action need.



Ruler

Line Path Pro

Measure the distance between multiple points on the ground

Length: 0.54 Miles

Mouse Navigation

Save Clear



Champ St.
S. Peculiar Dr.
W. 5th St.

Champ St.

Champ St.

W. 4th St.

S. Peculiar Dr.

W. 3rd St.

W. 2nd St.

S. Peculiar Dr.

W. 4th St.

Center

W. 4th St.

W. Center St.

Trackside Dr.

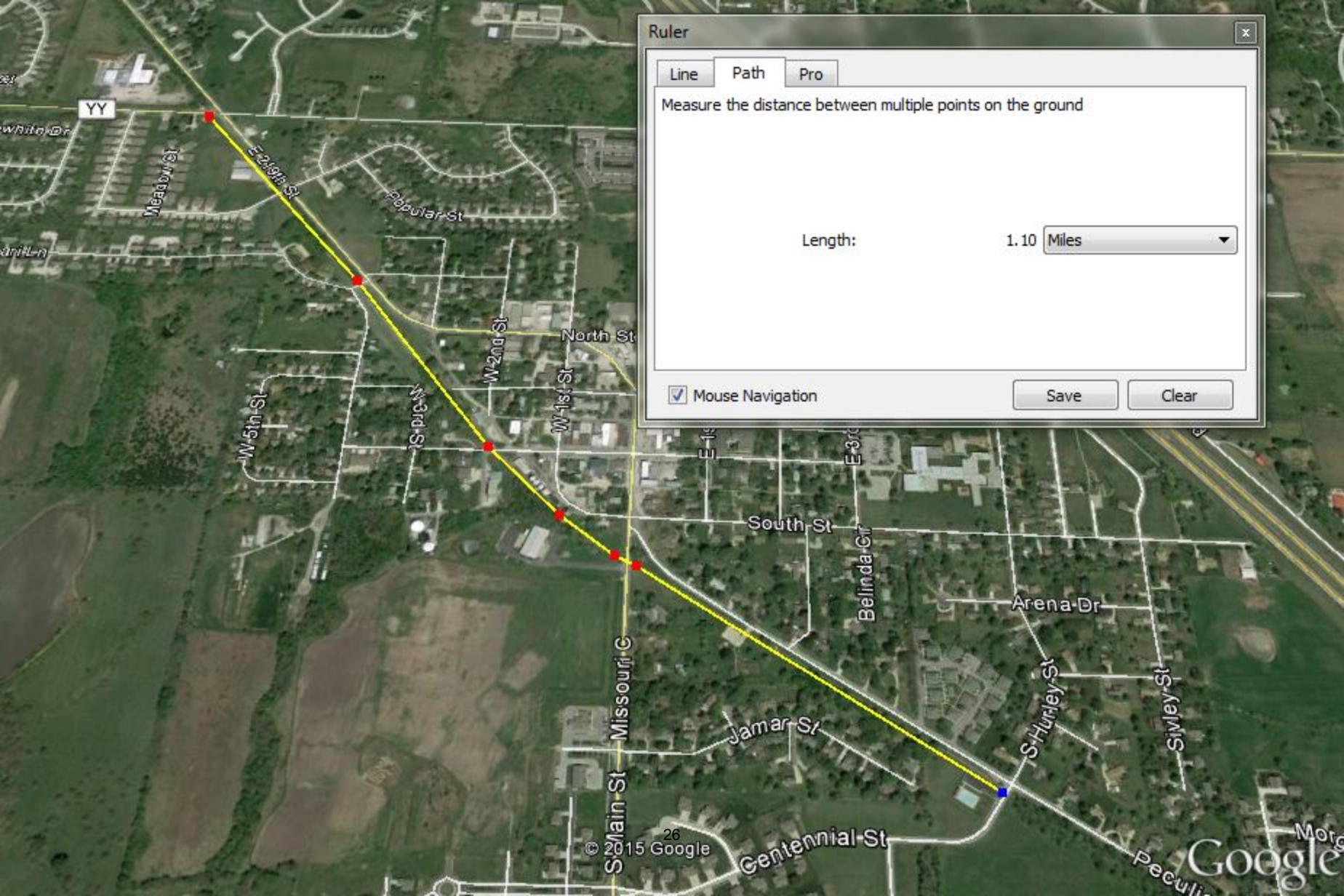
W. Center St.

W. Center St.

W. 5th St.

W. 2nd St.

25



Ruler

Line Path Pro

Measure the distance between multiple points on the ground

Length: 1.10 Miles

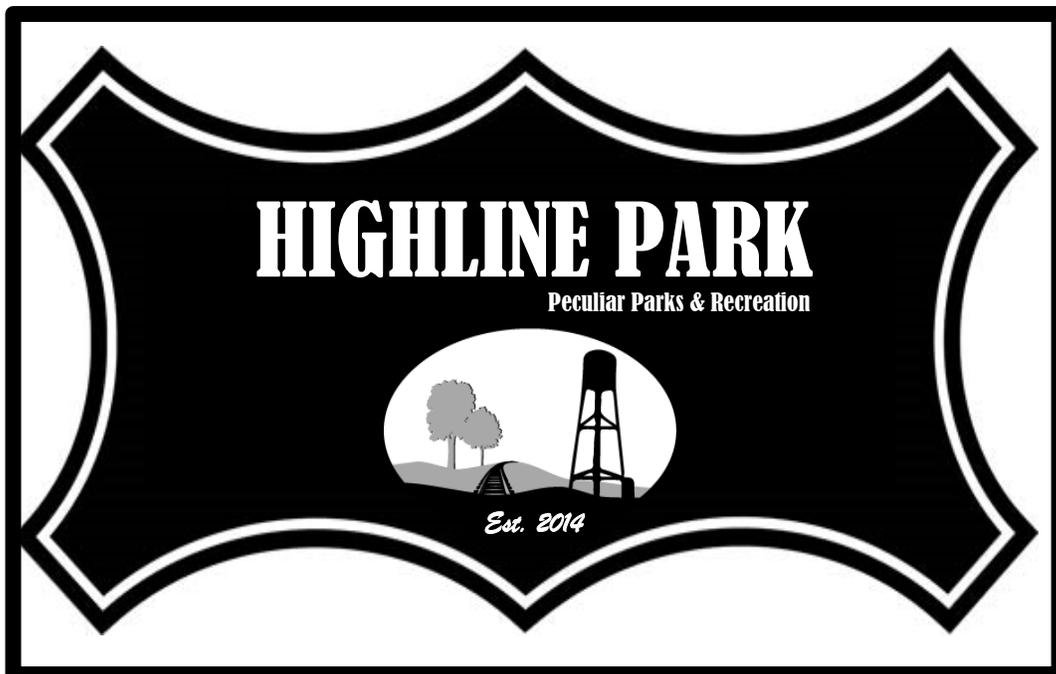
Mouse Navigation

Save Clear

Option # 1: Park Sign Design



Option #2: Highline Trail Sign Design



Peculiar Parks & Recreation

DIRECTOR'S REPORT



Prepared by: Nathan Musteen
Month/Year: February 2015

ADMINISTRATIVE PROJECTS

- The Winter 2015 Youth Basketball is nearly complete. Peculiar Parks & Recreation will host the 4th/5th Grade Boys Tournament at Shull on February 28th.
- Spring Soccer and Volleyball Flyers will be going to the schools for distribution to the students the week of February 9th. Registration opportunities have been available through the recently mailed program guide. As of 2/6/15, only 2 registrations have been received from the program guide. The deadline to register is February 23.
- Staff has been working on the Raisbeck Trail as time and weather allows.
- The first Peculiar Parks and Recreation Program Guide was mailed to all residents of zip code 64078 the week of January 20th. Staff has received several emails and phone calls regarding the guide. The residents seem to like the guide.
- At the direction of the City Attorney, Staff is moving forward with plans for a spring seeding project at Raisbeck Park. The City Attorney is getting consultation and direction from local Turf professionals. We hope to have a spring planting underway in the next few weeks.
- The 2015 MPRA Conference is scheduled for February 24 – 27 in Springfield. Staff will not be attending the full conference, but is making plans for a 1 to 2 day trip if time and duties permit.

PARKS REPORT

Peace Park:

- No Reports

Mayor's Park:

- No Reports

Raisbeck Park:

- Nature Trail work continues
- Park is closed for construction

McKernan Park:

- The Restroom building is winterized and closed until April.

City Lake:

- No Reports

Shari Drive Park:

- No Reports

66 Acre Park:

- No Reports