



Park Board of Peculiar

Meeting Agenda – December 14th, 2015, 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
 - A) March 23rd, 2015
- 5) Sign Oath of Office
- 6) Introduction of new Parks Supervisor Kyle Teter
- 7) Old Business
 - A) Raisbeck LWCF Trail Update
- 8) New Business
 - A) Girl Scout Story Book Trail Proposal
- 9) Director's Report
 - A) November Report
 - B) December Report
- 10) Public Comments
- 11) Board Member Directives
- 12) Adjournment

**MEETING MINUTES
PARK BOARD
CITY OF PECULIAR, MISSOURI
MARCH 23, 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, March 23, 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	Absent
Member Jeff Harlan	Aye
Member Dan Margita	Absent
Member Steven Riley	Aye
BOA Liaison Kelsie McCrea	Aye

Consideration of Agenda and Minutes:

Board Liaison Kelsie McCrea made a motion to accept the agenda and minutes from the February 9, 2015 Park Board Meeting, Member Steven Riley seconded the motion. The motion carried with a 4-0 voice vote.

Sub-Committee Reports:

Chairman Homer Dunsworth update Board Members on coordinating the senior lunch program through the Mid-American Regional Council. Advisory Board Members Alderman Bob Fines and Sharon Shores continue to recruit additional members that will help and contribute input with this program. We would like to be able to provide one free lunch a week to the seniors beginning in September. Additionally, Mr. Dunsworth discussed ideas in moving forward with the Bushwacker Days Event. Board Liaison Kelsie McCrea asked if there was going to be a Tractor-Pull in June, or are we waiting until October? Mr. Dunsworth discussed looking into another pulling association for a Tractor-Pull. No decision to move forward with the Tractor-Pull was made at this time.

Old Business:

Public Works Manager Nick Jacobs updated the Members on Raisbeck LWCF Trail. Conversation ensued on the completion of the trail and how well things are looking there.

Public Works Manager Nick Jacobs updated the Members on the Park Signage Project. City Engineer Carl Brooks is preparing the specifications regarding this project.

New Business:

Public Works Manager Nick Jacobs discussed acquiring property, funding and many other key items regarding Highline Park Trail. Discussion ensued amongst Board Members.

Public Comments:

No Public comments

Board Members and Public Works Manager Nick Jacobs discussed many local events from the past that have been a part of the City of Peculiar local activities. Also, events that citizens might like in the future.

Board Liaison Kelsie McCrea made a motion to have future Park Board Meetings on a quarterly basis beginning June 2015 and Sub-Committee Meetings as needed. Board Member Jeff Harlan seconded the motion. The motion carried with a 4-0 voice vote.

A motion was made by Board Member Kelsie McCrea to adjourn the meeting at 7:10 p.m., Member Jeff Harlan seconded the motion. The motion carried with a 4-0 voice vote.

These minutes were taken by Chairman Homer Dunsworth and transcribed by Parks Director Grant Purkey.



Peculiar Parks & Recreation

MEMORANDUM

To: Park Board
From: Grant Purkey
Date: December 9th, 2015
Agenda Item: 7-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 20th, 2015, the trail itself was completed.

On May 16th, The South Grand River flooded Raisbeck Park which damaged several areas of the trail, which resulted in the temporary closure of the trail. Those areas were repaired on May 21st and the trail was reopened on May 22nd.

As of November 24th, 2015 one of two sections of split rail fence has been installed on the trail.

ACTION ITEMS

No Action Needed. Pictures are provided of the trail.

Peculiar Parks & Recreation

MEMORANDUM





Peculiar Parks & Recreation

MEMORANDUM

To: Park Board
From: Grant Purkey
Date: December 9, 2015
Agenda Item: 8-A
Subject: Highline Park / Girl Scouts Storybook Trail

BACKGROUND

City Staff is in the process of extending the Highline Trail from Broadway to Sharri Drive and should have that extension completed by February (see picture #1)

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.

KEY ITEMS

City Staff was approach by a local Girl Scout Troop #668 who proposed building a storybook trail as a Girl Scout project in one of the Peculiar parks. City Staff suggested constructing the storybook trail in Highline Park as part of the Highline Trail extension project.

FUTURE PLANS

Part of the initial plans for Highline Park was to construct a 4 to 5 car park lot with an access trail leading to the Highline Trail. Staying with those plans City Staff would construct a parking lot with an access trail connecting the Highline Trail to the parking lot.

City Staff would then construct a section of trail which would create a loop that would branch off of the access trail. This loop would then be created into a storybook trail by Girl Scout Troop #668.

The storybook trail would have signs posted throughout the inside of the trail loop. Those signs would have pages of a children's book, which patrons can read while walking the storybook trail. Part of the proposed Girl Scout project would also be the planting of native plants and flowers inside of the trail loop. (see picture #3)

ACTION ITEMS

Would the board like to go forward with the plans of creating a storybook trail in Highline Park?
Make a motion and vote to approve the Girl Scout storybook trail project in Highline park.



Peculiar Drive

Sharri Drive

Highline Trail

Broadway

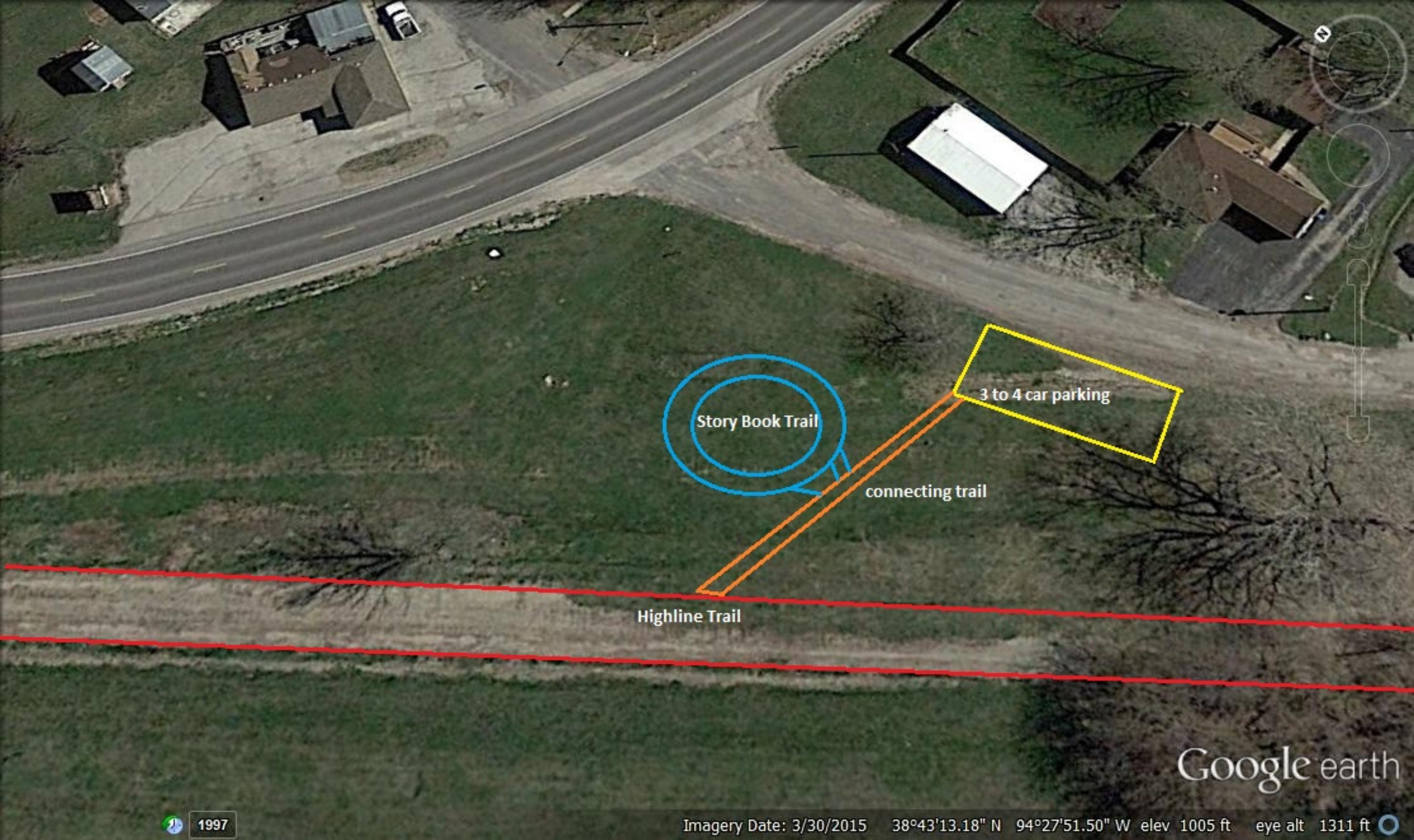
© 2015 Google

Google earth

1997

Imagery Date: 3/30/2015 38°43'11.81" N 94°27'50.12" W elev 1003 ft eye alt 2145 ft





Story Book Trail

3 to 4 car parking

connecting trail

Highline Trail

Google earth

1997

Imagery Date: 3/30/2015 38°43'13.18" N 94°27'51.50" W elev 1005 ft eye alt 1311 ft

Peculiar Parks & Recreation

DIRECTOR'S REPORT



Prepared by: Grant Purkey
Month/Year: November 2015

ADMINISTRATIVE PROJECTS

- Fitness N Fun had its last class for the season on October 29th. The Fitness N Fun class will start back up in January in the community room of city hall.
- Walk N Talk had its last session on October 29th and will start back up in the spring.
- Youth basketball league registration is open and currently has 9 5th – 6th grade boys, 5 7th – 8th grade boys, 5th – 6th grade girls, 4 3rd – 4th grade boys.
- Little Tikes Football had 6 participants and finish on November 3rd with a small scrimmage game and then each participant received a small football for participating in the program.
- The Youth Soccer League has played their last games of the season at Raisbeck on Saturday, October 31st.
- The Girls Volleyball League finished up on October 31st with an end of the season tournament.
- The Parks and Recreation Department held a booth at the Peculiar Fall Festival on October 31st and distributed information and had a bean bag toss game where kids could win candy and other prizes.
- Touch a Truck event was held Saturday, November 7th at Raisbeck Park where Rex Spencer out of Belton, GT Tow, West Peculiar Fire Department and the city's Public Works and Police Departments all brought out cars, trucks and equipment for the children to climb in and look at. There was close to 100 individuals that showed up for this event.
- Meet with the Mayor's Christmas Lighting Committee to discuss the Mayor's Christmas Lighting event which is scheduled for Thursday, December 3rd.
- Attended Trail Summit in Jefferson City on October 21st.
- Attended Maintenance Workshop in Columbia on October 27th.
- Meet with Brummel Lawn and Landscaping to go over Raisbeck Soccer Fields Maintenance Schedule.

PARKS REPORT

Peace Park:

- No Reports

Mayor's Park:

- Repaired broken infant swing
- Picked up crab apples

Raisbeck Park:

- Aerated soccer fields
- Applied winterize fertilizer to the soccer fields
- Removed bleachers and trash cans from soccer fields
- Used leaf blower to remove leaves from trail

McKernan Park:

- Repaired vandalized picnic table border
- Cleaned bathrooms for shelter rentals

City Lake:

- No Reports

Shari Drive Park:

- Clean up blood from the basketball court

66 Acre Park:

- No Reports

Highline Trail:

- Public Works graded and rolled trail extension from Broadway to Sharri Drive
- Public Works built retaining wall on the trail extension to help with leveling the trail

Peculiar Parks & Recreation

DIRECTOR'S REPORT



Touch a Truck at Raisbeck Park

Landscaping at Monument Sign

Peculiar Parks & Recreation

DIRECTOR'S REPORT



Prepared by: Grant Purkey
Month/Year: December 2015

ADMINISTRATIVE PROJECTS

- Youth basketball league ended up with two 5th/ 6th grade boys' teams, a 5th/ 6th grade girls' team and a 7th / 8th grade boys' team. Games start the January 16th.
- Coordinated a Holiday Coloring Contest with the Chamber of Commerce for Shull and Peculiar Elementary students, where two winners were selected from each grade K – 4th.
- Coordinated with the help of several city staff the Mayor's Christmas Lighting, which had a good turn out and ended up with 30 families getting their pictures taken with Santa.
- Created a Letters to Santa program where children could write Santa with their wish list and drop it off in Santa's mailbox which was on display in the lobby of city hall. Then Santa (Grant) would write a letter back to each child. Ended up 50 letters to Santa.
- Fitness N Fun is currently in the registration process and is scheduled to start January 5th in the community room at city hall

PARKS REPORT

Peace Park:

- No Reports

Mayor's Park:

- Anchored playground border with rebar

Raisbeck Park:

- Aerated soccer fields
- Applied grass seed to all 3 soccer fields
- Winterized water fountain, maintenance building and yard hydrant
- Picked up broken limbs and branches at the entrance of the park left behind from wind storm
- Installed split rail fence on one section of the nature trail over-looking the Grand River
- Integrity Tree Service removed 4 large dead trees that were damaged from the wind storm

McKernan Park:

- Anchored picnic table border with rebar
- Winterized bathrooms
- Picked up broken limbs and branches from wind storm

City Lake:

- Picked up trash from wind storm
- Picked up broken limbs and branches from wind storm

Shari Drive Park:

- Clean up broken glass bottles from basketball court

66 Acre Park:

- No Reports

Highline Trail:

- No Reports

Monument Sign:

- Winterized hydrants

Budget Report

For Fiscal: 2015-2016 Period Ending: 10/31/2015

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
16-18-61400	Building Maintenance	11,000.00	11,000.00	269.91	269.91	10,730.09	97.55 %
	Division: 18 - FACILITIES Total:	27,100.00	27,100.00	622.30	622.30	26,477.70	97.70 %
	Expense Total:	27,100.00	27,100.00	622.30	622.30	26,477.70	97.70 %
	Fund: 16 - Public Works Building Fund Surplus (Deficit):	0.00	0.00	0.00	0.00	0.00	0.00 %
Fund: 20 - Park Fund							
Revenue							
Division: 00 - NON DIVISIONAL							
20-00-40200	Sales Tax	220,500.00	220,500.00	19,118.09	19,118.09	-201,381.91	91.33 %
20-00-42300	Building-Zoning Permits	4,500.00	4,500.00	300.00	300.00	-4,200.00	93.33 %
20-00-42400	Boating Permits	400.00	400.00	0.00	0.00	-400.00	100.00 %
20-00-46000	Interest Income	500.00	500.00	10.49	10.49	-489.51	97.90 %
20-00-48100	Special Events	6,000.00	6,000.00	0.00	0.00	-6,000.00	100.00 %
20-00-49200	Recreation Programs	10,000.00	10,000.00	1,133.06	1,133.06	-8,866.94	88.67 %
20-00-49220	Donations & Sponsorships	1,000.00	1,000.00	0.00	0.00	-1,000.00	100.00 %
20-00-49230	Concessions	2,500.00	2,500.00	9.50	9.50	-2,490.50	99.62 %
20-00-49240	Shelter Rental	350.00	350.00	112.00	112.00	-238.00	68.00 %
	Division: 00 - NON DIVISIONAL Total:	245,750.00	245,750.00	20,683.14	20,683.14	-225,066.86	91.58 %
	Revenue Total:	245,750.00	245,750.00	20,683.14	20,683.14	-225,066.86	91.58 %
Expense							
Division: 20 - PARK							
20-20-51000	Parks-Salaries & Wages	82,175.00	82,175.00	5,035.65	5,035.65	77,139.35	93.87 %
20-20-52000	Payroll Taxes	6,532.91	6,532.91	361.59	361.59	6,171.32	94.47 %
20-20-52100	Benefits	35,042.96	35,042.96	1,094.04	1,094.04	33,948.92	96.88 %
20-20-52200	Worker's Compensation	2,547.43	2,547.43	0.00	0.00	2,547.43	100.00 %
20-20-53200	Employee Testing	5.00	5.00	0.00	0.00	5.00	100.00 %
20-20-54000	Office Supplies & Equipment	500.00	500.00	0.00	0.00	500.00	100.00 %
20-20-54110	Dues & Memberships	800.00	800.00	0.00	0.00	800.00	100.00 %
20-20-54300	Bankcard Fees	0.00	0.00	72.75	72.75	-72.75	0.00 %
20-20-54400	Office Machines	400.00	400.00	283.83	283.83	116.17	29.04 %
20-20-55150	Trees & Parks Beautification	9,216.00	9,216.00	0.00	0.00	9,216.00	100.00 %
20-20-56000	Audit	200.00	200.00	0.00	0.00	200.00	100.00 %
20-20-56100	Accounting	1,100.00	1,100.00	0.00	0.00	1,100.00	100.00 %
20-20-56200	Legal	15,000.00	15,000.00	7,680.08	7,680.08	7,319.92	48.80 %
20-20-58000	IT Maintenance	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
20-20-61300	Supplies	300.00	300.00	0.00	0.00	300.00	100.00 %
20-20-61500	Administrative Building	3,000.00	3,000.00	162.26	162.26	2,837.74	94.59 %
20-20-62000	Vehicle Insurance	600.00	600.00	0.00	0.00	600.00	100.00 %
20-20-62100	Vehicle Maintenance	500.00	500.00	0.00	0.00	500.00	100.00 %
20-20-62200	Fuel & Oil	1,200.00	1,200.00	178.53	178.53	1,021.47	85.12 %
20-20-70000	Park Maintenance	29,400.00	29,400.00	7,124.55	7,124.55	22,275.45	75.77 %
20-20-70100	Mowing & Landscaping	20,000.00	20,000.00	3,073.97	3,073.97	16,926.03	84.63 %
20-20-70300	Utilities	5,000.00	5,000.00	222.68	222.68	4,777.32	95.55 %
20-20-72500	Restrooms	3,000.00	3,000.00	182.23	182.23	2,817.77	93.93 %
20-20-80400	Capital Purchases	230,316.00	230,316.00	0.00	0.00	230,316.00	100.00 %
20-20-90100	Debt Service	22,949.00	22,949.00	0.00	0.00	22,949.00	100.00 %
20-20-95100	Concessions	1,800.00	1,800.00	415.66	415.66	1,384.34	76.91 %
20-20-95110	Park Tools & Equipment	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
20-20-95120	Recreation Program Tools & Equip	2,500.00	2,500.00	666.43	666.43	1,833.57	73.34 %
20-20-95130	Staff Uniforms	500.00	500.00	147.00	147.00	353.00	70.60 %
20-20-95190	Recreational Program Expenses	14,200.00	14,200.00	549.41	549.41	13,650.59	96.13 %
20-20-95200	Trail Maintenance	1,500.00	1,500.00	298.92	298.92	1,201.08	80.07 %
20-20-96000	Transfers	4,000.00	4,000.00	5,683.33	5,683.33	-1,683.33	-42.08 %
	Division: 20 - PARK Total:	497,784.30	497,784.30	33,232.91	33,232.91	464,551.39	93.32 %
	Expense Total:	497,784.30	497,784.30	33,232.91	33,232.91	464,551.39	93.32 %
	Fund: 20 - Park Fund Surplus (Deficit):	-252,034.30	-252,034.30	-12,549.77	-12,549.77	239,484.53	95.02 %