



# Pleasant Hill Parks and Recreation

203 Paul Street Pleasant Hill, MO 64080 • 816-540-3135 • FAX 816-987-5141

**Park Board Meeting**  
**Tuesday, September 20, 2016**  
**City Hall Council Chambers at 7pm**

## **AGENDA**

### **Roll Call**

___ President – Auggie Augspurg	___ Andy Bailey
___ Vice-President – Tim Akin	___ Nancy Baker
___ Secretary – Heather Shore	___ Tria Cartner
	___ Clay Hocker
	___ David Whitaker
	___ Richard Youngblood

### **Consent Agenda**

1. Minutes – August 9, 2016
2. Director's Report

### **Regular Agenda**

1. Old Business
  - a. Tree City USA - Chuck Conner
  - b. CAP Agreement with MO Department of Conservation
  - c. City Lake Trail Update - Andy Bailey
  - d. TRIM Grant Update
2. New Business
  - a. Camping Policies & Procedures
  - b. RV Park Discussion
  - c. Facility Addition Discussion
3. Comments from the Board Members and Public
4. Next Meeting – October 11, 2016
5. Adjourn

Posted on: Date – 9/16/16

Time – 4:58pm Initials - VB

**Pleasant Hill Parks Board**

**Regular Meeting Minutes**

**Tuesday August 9, 2016**

**Pleasant Hill City Hall**

**Opening:**

The regular meeting of the Pleasant Hill Board was called to order at 7:03 pm on Tuesday, August 9, 2016 in the Conference room at the Pleasant Hill City Hall by Park board President Auggie Augspurg.

**Present:**

Board members in attendance were Auggie Augspurg, , Heather Shore, Tria Cartner, David Whitaker, Richard Youngblood, Andy Bailey and new member, Nancy Baker. Also in attendance was Justin Wieberg .

**Consent Agenda:**

Auggie made the motion to accept the consent agenda. Andy second the motion and it passed unanimously.

**Old Business:**

- a) City Lake Trail Update- All trails are rideable. Discussion about trail signage and trail head sign.
  - i. Approximately 26 trail signs are needed. Approximate cost per sign \$25-\$30. The suggested material for the mile marker signs is fiberglass. Approved with David making a motion and Ricard seconding the motion and passed unanimously.
  - ii. Trail head sign approved with Auggie making a motion and Tria second the motion and passed unanimously.
  - iii. Materials may possibly be donated by the Paul Busch Foundation.
  - iv. Discussion of other bike friendly things that can be added, such as free bike tool stand and free air pump.
- b) Introduction of our New Park Board Member , Nancy Baker.
- c) Tree City Update- Chuck Conner to reschedule a meeting with board to discuss benefits and guidelines in further detail.
- d) Baseball Tomorrow Fund Update- Construction estimated to begin fall of 2017-Spring 2018.
  - i. Getting bids on fencing and irrigation.

***New Business:***

- a) Directors Report- Reviewed and discussed details of Aquatics, Recreation and Theatre Departments.
- b) City Lake Campsites- Currently have 8 sites. Justin bringing rules and regulations to next meeting.
- c) Paul Busch Foundation has approved \$1500 for a future project.

Next meeting October 11, 2016.

Tria made the motion to adjourn, with David second the motion. Passed unanimously, adjourning at 8:22.

## **Director's Report August 9, 2016**

### **Administration**

Missouri Department of Conservation is in the process of approving our CAP Agreement to make our City Lake and Porter Park Lake a part of their inventory. We have received a  
We are still waiting to hear back if we received the TRIM Grant.

### **Aquatics**

As of September 5th, the Pool revenue numbers were the following::

Admissions - \$22,632 (108%)  
Passes - \$22,611 (113%)  
Lessons - \$9,659 (88%)  
Rentals - \$6,252 (104%)  
TOTAL - \$61,154 (105%) 58,000

### **Maintenance:**

Mowing has not slowed down.  
Arcs are in the process of being maintained on all ball fields.

### **Recreation:**

Youth Fall Baseball/Softball - 126 registrants (83 in Fall 2015), games started on 9/19.  
Youth Fall Volleyball - 77 registrants (60 in Fall 2015), practices started 9/19.  
Tiny Tots Football - Registration Deadline is 9/30.

### **Theatre**

"A Christmas Carol" held auditions on August 26th and 27th. The performance dates are currently set for December 16th & 17th.



# Tree City USA Standards

To qualify as a Tree City USA community, you must meet four standards established by the Arbor Day Foundation and the National Association of State Foresters. These standards were established to ensure that every qualifying community\* would have a viable tree management program and that no community would be excluded because of size.

## Four Standards for Tree City USA Recognition

■ Standard 1 | ■ Standard 2 | ■ Standard 3 | ■ Standard 4

### Standard 1

#### A Tree Board or Department

Someone must be legally responsible for the care of all trees on city- or town-owned property. By delegating tree care decisions to a professional forester, arborist, city department, citizen-led tree board or some combination, city leaders determine who will perform necessary tree work. The public will also know who is accountable for decisions that impact community trees. Often, both professional staff and an advisory tree board are established, which is a good goal for most communities.

The formation of a tree board often stems from a group of citizens. In some cases a mayor or city officials have started the process. Either way, the benefits are immense. Involving residents and business owners creates wide awareness of what trees do for the community and provides broad support for better tree care.

### Standard 2



A basic public tree care ordinance forms the foundation of a city's tree care program. It provides an opportunity to set good policy and back it with the force of law when necessary.

A key section of a qualifying ordinance is one that establishes the tree board or forestry department—or both—and gives one of them the responsibility for public tree care (as reflected in Standard 1). It should also assign the task of crafting and implementing a plan of work or for documenting annual tree care activities.

Ideally, the ordinance will also provide clear guidance for planting, maintaining and removing trees from streets, parks and other public spaces as well as activities that are required or prohibited. Beyond that, the ordinance should be flexible enough to fit the needs and circumstances of the particular community.

For tips and a checklist of important items to consider in writing or improving a tree ordinance, see Tree City USA Bulletin #9.

## Standard 3

### **A Community Forestry Program With an Annual Budget of at Least \$2 Per Capita**

City trees provide many benefits—clean air, clean water, shade and beauty to name a few—but they also require an investment to remain healthy and sustainable. By providing support at or above the \$2 per capita minimum, a community demonstrates its commitment to grow and tend these valuable public assets. Budgets and expenditures require planning and accountability, which are fundamental to the long-term health of the tree canopy and the Tree City USA program.

To meet this standard each year, the community must document at least \$2 per capita toward the planting, care and removal of city trees—and the planning efforts to make those things happen. At first this may seem like an impossible barrier to some communities. However, a little investigation usually reveals that more than this amount is already being spent on tree care. If not, this may signal serious neglect that will cost far more in the long run. In such a case, working toward Tree City USA recognition can be used to reexamine the community's budget priorities and redirect funds to properly care for its tree resources before it is too late.



## An Arbor Day Observance and Proclamation

An effective program for community trees would not be complete without an annual Arbor Day ceremony. Citizens join together to celebrate the benefits of community trees and the work accomplished to plant and maintain them. By passing and reciting an official Arbor Day proclamation, public officials demonstrate their support for the community tree program and complete the requirements for becoming a Tree City USA!

This is the least challenging—and probably most enjoyable—standard to meet. An Arbor Day celebration can be simple and brief or an all-day or all-week observation. It can include a tree planting event, tree care activities or an award ceremony that honors leading tree planters. For children, Arbor Day may be their only exposure to the green world or a springboard to discussions about the complex issue of environmental quality.

The benefits of Arbor Day go far beyond the shade and beauty of new trees for the next generation. Arbor Day is a golden opportunity for publicity and to educate homeowners about proper tree care. Utility companies can join in to promote planting small trees beneath power lines or being careful when digging. Fire prevention messaging can also be worked into the event, as can conservation education about soil erosion or the need to protect wildlife habitat.

[↑ back to top](#)

Tree City USA is an Arbor Day Foundation program in cooperation with:



**AGREEMENT BETWEEN THE  
CITY OF PLEASANT HILL, MISSOURI  
AND THE  
MISSOURI DEPARTMENT OF CONSERVATION**

THIS AGREEMENT is to implement the MISSOURI DEPARTMENT OF CONSERVATION COMMUNITY ASSISTANCE PROGRAM, and is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2016, by and between the CITY OF PLEASANT HILL, MISSOURI (City) and the MISSOURI DEPARTMENT OF CONSERVATION (Department).

WHEREAS, the City owns a tract of land in Cass and Jackson counties with a 100-acre lake known as Pleasant Hill Lake (Wilson Creek Reservoir) and the City owns a tract of land in Cass county with a 4.4-acre lake known as Porter Park Lake that is used by the City for public fishing, general recreation and enjoyment of the outdoors, and is referred to here as the "Area" and is described in attached Exhibit A; and

WHEREAS, the Department and City realize the importance and need for close-to-home fishing and associated outdoor activities; and

WHEREAS, the Department and City wish to take advantage of the qualities of this Area and maximize the recreational values associated with its proper management and use;

NOW, THEREFORE, in consideration of the mutual covenants of the parties contained herein, the parties hereto do mutually agree as follows:

1. **CITY RESPONSIBILITIES.** The City agrees to:
  - A. Allow free public access and full use of the Area for fishing by the general public consistent with the Wildlife Code of Missouri and during hours established by mutual agreement of the City and the Department.
  - B. Provide Area maintenance as specified in attached Exhibit B.
  - C. Monitor the condition of the Area's facilities and take actions necessary to ensure that they are clean, safe and usable, including but not limited to closing facilities to public access until any dangerous conditions that may have arisen have been corrected.
  - D. Provide adequate law enforcement and protective services, as much as City jurisdiction permits, for the safety and well-being of the Area's users and facilities.
  - E. Give proper recognition to the Department in all brochures, advertisements or other publications concerning the Area.

- F. Prohibit fish stocking other than that recommended in writing by a Department fisheries management biologist.
- G. Manage its property within the watershed of Pleasant Hill Lake (Wilson Creek Reservoir) and Porter Park Lake to maintain the lake's good water quality, and take no actions that will lead to the deterioration of the lake's water quality, habitat or aquatic community.
- H. Defend, indemnify and hold harmless the Department, the Conservation Commission, the State of Missouri and their employees and agents from any claim or suit brought by any third party in connection with the Area managed under this Agreement to the extent allowed by law.

**2. DEPARTMENT RESPONSIBILITIES.** The Department agrees to:

- A. Prepare and provide a general management plan for the fishery resources of the lake.
- B. Provide periodic fish community surveys and analysis, and manage the fishery through proper regulations, fish stocking, manipulation of the fish population and other fisheries management actions as determined by the Department.
- C. Enact and enforce appropriate fishing rules and regulations, and assist the City in enforcing the laws of the State of Missouri and the Wildlife Code of Missouri.
- D. Provide and maintain informational and entrance signs recognizing the City and the Department for their roles in this cooperative project.

**3. JOINT RESPONSIBILITIES AND ACKNOWLEDGEMENTS.** Both parties agree that:

- A. This Agreement is for the purpose of capitalizing on the value of the Area for public fishing and related outdoor activities.
- B. All Department and City covenants are subject to appropriations and the availability of funds.
- C. The Department may fund its obligations under this Agreement with any combination of state and federal monies.
- D. The required fishing permit as defined by the Wildlife Code of Missouri and the effective regulations pertaining to the taking of fish and use of the Area will be jointly publicized whenever possible.
- E. This Agreement shall become effective upon execution by both parties. It shall

expire twenty-five years from the effective date; provided, however, that it shall renew automatically for successive terms of one year each if neither party has advised the other in writing of its intention to terminate the same at least one hundred and twenty days prior to any applicable termination date.

- F. This Agreement may be amended as desired by the mutual written agreement of the parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

**MISSOURI DEPARTMENT OF  
CONSERVATION**

\_\_\_\_\_  
FISHERIES DIVISION CHIEF

Approved as to form:

\_\_\_\_\_  
General Counsel

**CITY OF PLEASANT HILL, MISSOURI**

\_\_\_\_\_  
MAYOR

Attest:

\_\_\_\_\_  
City Clerk

## **EXHIBIT A**

**[Attach the legal description of the area and documentation that the area is owned (copy of deed) or will be legally under the control (copy of leases, easements or agreements) of the cooperating entity during the entire term of this Agreement.**

**For agreements that involve a total Department financial commitment of over \$50,000 for the development of facilities, attach a copy of a title search/title report for the property in order to confirm ownership and identify any liens, easements or other encumbrances that may affect the partner's and Department's ability to build and operate a fishing and boating access.]**

## **EXHIBIT B**

### **AREA MAINTENANCE STANDARDS**

The City agrees to provide routine maintenance of the Area and facilities sufficient to keep the public use facilities in a clean, safe and usable condition. In accomplishment of this, the City agrees to:

- 1) Provide routine cleaning of the boat ramp.
- 2) Clean up trash and litter at least once each week from May 1<sup>st</sup> through September 15<sup>th</sup>, and as needed during the rest of the year.
- 3) Clean and deodorize privies at least once a week from May 1<sup>st</sup> through September 15<sup>th</sup>, and as needed during the rest of the year.
- 4) Pump privies as needed or when liquid levels reach 75% of pit capacity, and to make minor repairs to Area privies as needed.
- 5) Mow grass within 10 feet of roads, parking lots, and other public use facilities often enough to ensure that it does not exceed a height of 6 inches; and mow a 20-foot semi-circle around the cantilever directional sign (if provided) often enough to ensure that vegetation does not obstruct the visibility of the sign from both directions.
- 6) Control grass on roads and parking areas and around traffic control barriers (if present).
- 7) Provide and install rock (rip rap), as needed, to maintain any protective rock slopes or banks in the vicinity of the provided facilities.
- 8) Provide the normal, routine maintenance of Area roads, parking lots, boat ramp, floating fishing dock, privy, sidewalks and any other facilities needed to keep these items fully functional and to present a positive image of the City and Department to the public.

## PHPR Campsite Reservation Policy

### **I. Reserving Your Campsite**

Payment must be made when making your reservation. Reservations may be made with the Lake Caretaker, Terry Jackson – (816) 699-8527. For your convenience, you may drop your reservation permit and payment in the City Hall (203 Paul St.) drop box after hours. We encourage you to call the Lake Caretaker in advance to determine availability and cost, as well as to visit your campsite to ensure its suitability for your needs.

<u>Campsite #</u>	<u>Picnic Tables</u>	<u>Electricity</u>
1	1	Yes
2	1	Yes
3	1	Yes
4	1	Yes
5	No	Yes
6	No	Yes
7	No	Yes
8	No	Yes

### **II. Camping Reservation Facts**

- A. Only electric sites may be reserved in advance.
- B. Site check-in time is 1:00pm. Check-out time is 11:00am.
- C. Portable Johns are available in proximity to each campsite.
- D. A copy of your reservation form is your proof of reservation. Please bring it with you. If you have issues with another group, please contact the Lake Caretaker first. If the Lake Caretaker is unable to be reached, please call the Pleasant Hill Police NON-emergency number at 816-987-9149.
- E. The reserving group is responsible for:
  1. Cleaning the entire campsite of any debris;
  2. Emptying of trash containers to the dumpster;
  3. Returning picnic tables to its respective area; and
  4. Make sure fire pits are completely extinguished.

### **III. Cancellations, Refunds, and Changes**

- A. Requests of cancellation, refunds, and changes to the Lake Caretaker.
- B. No refunds will be given for cancellations received 10 days or less prior to the reservation date.
- C. 50% refunds will be given to cancellations received 11-29 days prior to the reservation date.
- D. Full refunds (minus a \$5 processing fee) are given for cancellation requests received at least 30 days prior to the reservation date.
- E. Changes to a reservation (date/time or location) will have a \$5 processing fee.

# Pleasant Hill City Lake

## Campground Reservation

*This campsite has been reserved and paid in advance by the party indicated below. Do not attempt to occupy this campsite if this is not your party. This campsite will become available after 3pm on the check-out date indicated below.*

CAMP SITE	CHECK-IN DATE	CHECK-OUT DATE

CHECK-OUT DATE

CHECK-IN DATE

CAMP SITE

RESERVATION NAME

\$

AMOUNT:

DRIVER'S LICENSE #:

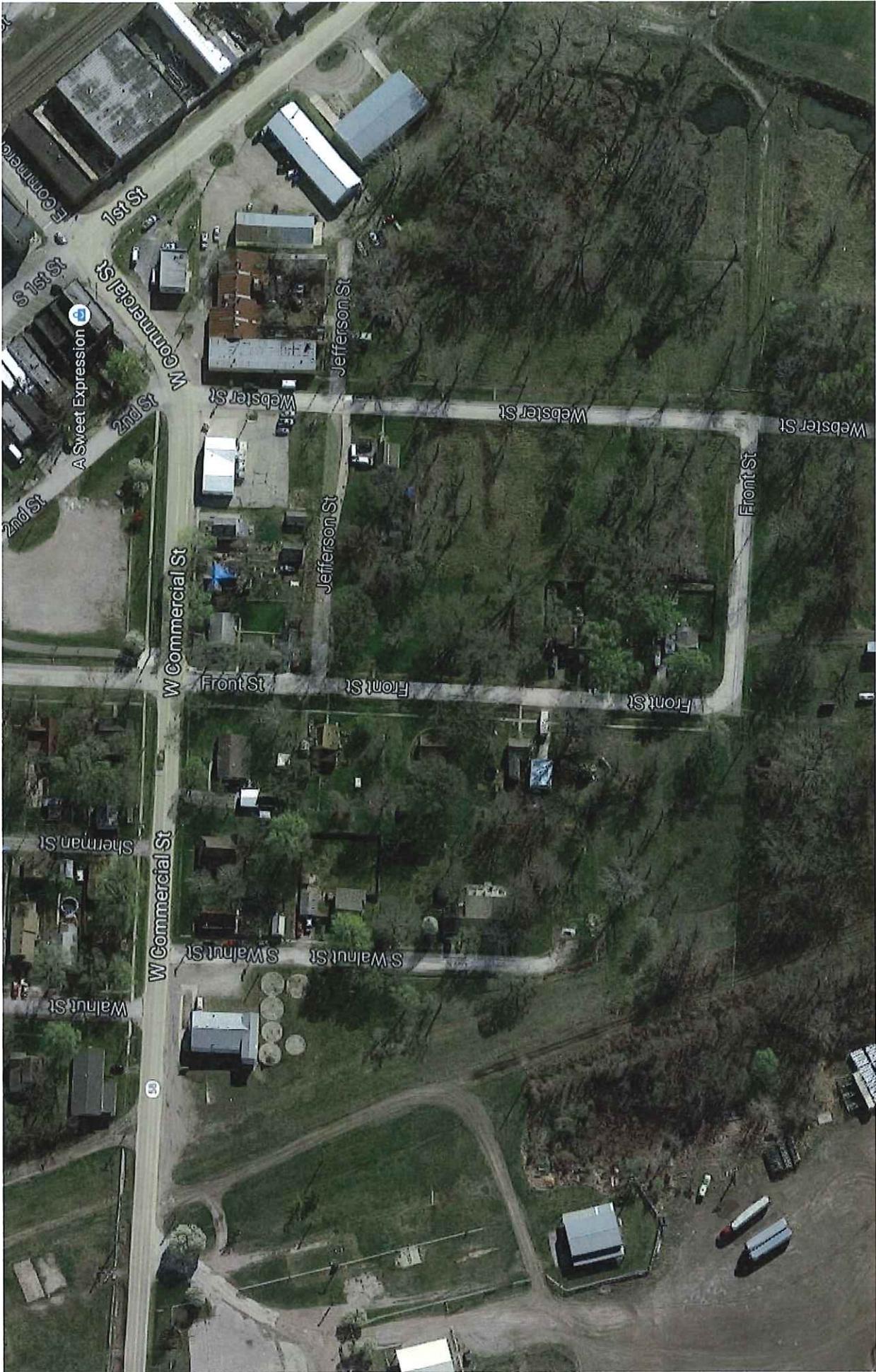
PHONE #:



CITY OF

PLEASANT HILL PARKS & RECREATION

ISSUED BY





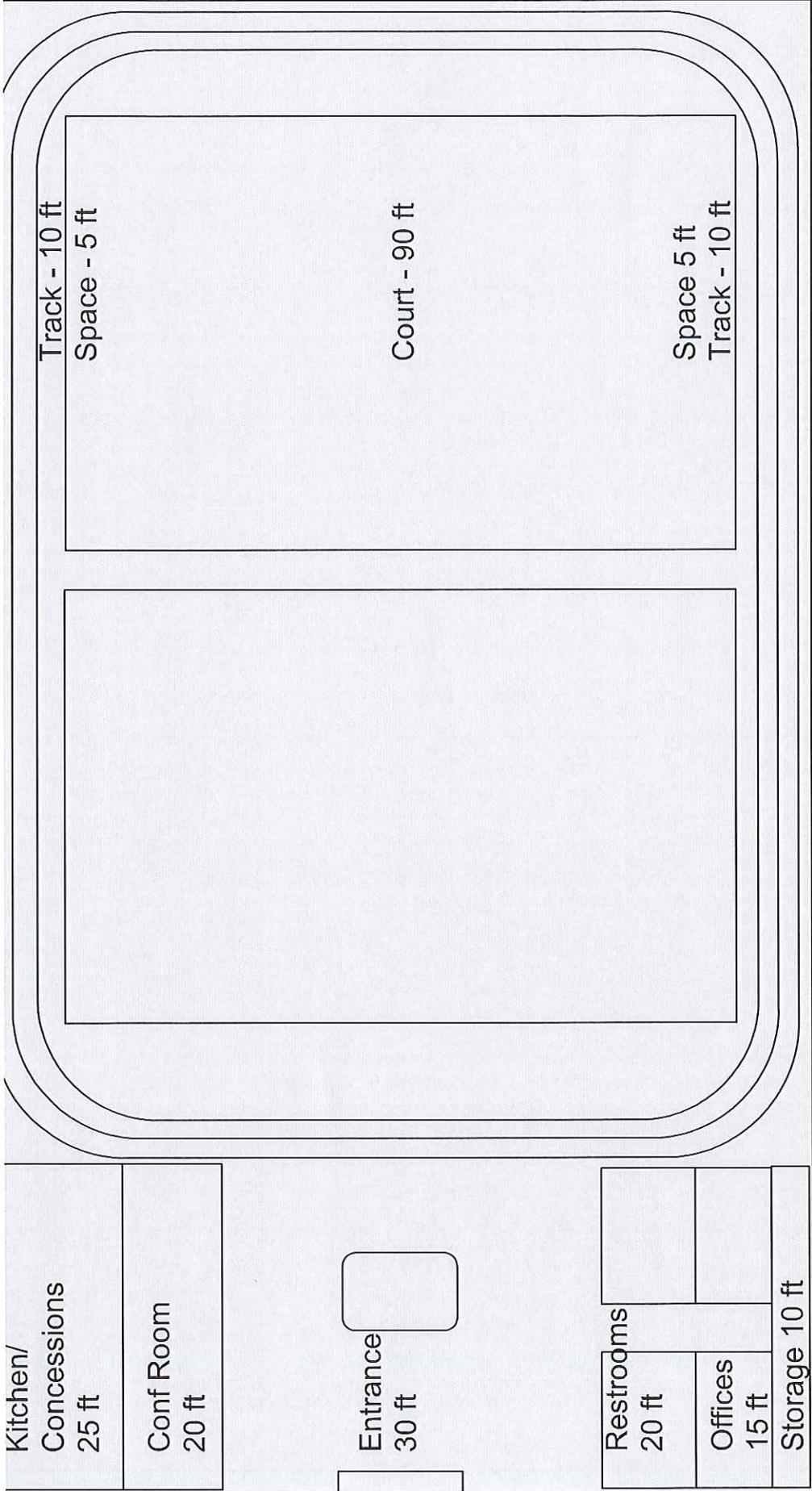
E Broadway St

E Broadway St

E Broadway St

Future Rec Center  
100x200

Google



Admin Area - 30 ft Track - 10 ft Bleachers - 10 ft Court - 50 ft Spacing - 5 ft Court - 50 ft Bleachers - 10 ft Track - 10 ft

Length (175 ft)      Width (120 ft)

## Rec Center Projected Schedule

\*Standard hours of operation (unless reserved) would be Monday-Friday from 8am-5pm & 6pm-10pm, Saturday 2pm-6pm, & Sunday 12pm-4pm.  
 \*During the week, one court would be reserved for Open Gym while the other court would be scheduled for programs every Monday thru Friday from 6pm-10pm.  
 \*Times are subject to change based on usage and staff availability.

	January		February		March		April		May		June	
	Day	Night										
Monday												
Tuesday	Senior Programming/ Fitness Classes	Practices/ Open Gym	Senior Programming/ Fitness Classes	Hitting League/ Open Gym								
Wednesday												
Thursday												
Friday												
Saturday	Games	Open Gym										
Sunday	Open Gym	Games										

	July		August		September		October		November		December	
	Day	Night	Day	Night	Day	Night	Day	Night	Day	Night	Day	Night
Monday												
Tuesday	Senior Programming/ Fitness Classes	Hitting League/ Open Gym	Senior Programming/ Fitness Classes	Hitting League/ Open Gym	Senior Programming/ Fitness Classes	Practices/ Open Gym						
Wednesday												
Thursday												
Friday												
Saturday	Open Gym	Open Gym	Open Gym	Open Gym	Open Gym	Open Gym	Open Gym	Open Gym	Open Gym	Open Gym	Open Gym	Open Gym
Sunday	Open Gym	Games	Open Gym	Games	Open Gym	Games	Open Gym	Games	Open Gym	Games	Open Gym	Games

New	
1	Open Gym
2	Senior Programming (Silver Sneakers, Pickleball, Badminton, etc.)
3	Fitness Classes (Zumba, Yoga, etc.)
4	Tiny Tots Futsal
5	Added Men's League
6	Tournaments (Basketball/Volleyball)
7	Hitting Leagues
8	Concessions (Tournaments, Leagues, Fitness Classes, etc.)
9	Wedding Rentals
10	Party Rentals (Minimum 2 Hrs)

PROJECTED NUMBERS PER PROGRAM ADDED									
New Programming Ideas	Offerings/Yea	Participants/Offerin	Cost/Participant	Projected Revenue	Projected Expense	PROJECTED PROFIT/YEA			
1 Open Gym	350	10	\$5	\$17,500	\$11,200	\$6,300			
2 Senior Programming (Silver Sneakers, Pickleball, Badmitton, etc.)	250	10	\$2	\$5,000	\$1,000	\$4,000			
3 Fitness Classes (Zumba, Yoga, etc.)	250	5	\$3	\$3,750	\$750	\$3,000			
4 Tiny Tots Futsal	1	30	\$45	\$1,350	\$675	\$675			
5 Added Men's League	1	5	\$350	\$1,750	\$1,450	\$300			
6 Tournaments (Basketball/Volleyball)	3	6	\$600	\$10,800	\$3,240	\$7,560			
7 Hitting Leagues	4	20	\$50	\$4,000	\$1,200	\$2,800			
8 Concessions (Tournaments, Leagues, Fitness Classes, etc.)	25	8	\$30	\$6,000	\$3,000	\$3,000			
9 Wedding Rentals	4	1	\$2,000	\$8,000	\$0	\$8,000			
10 Party Rentals (Minimum 2 Hrs)	25	1	\$200	\$5,000	\$400	\$4,600			
<b>TOTALS</b>				<b>\$58,150</b>	<b>\$22,515</b>	<b>\$40,235</b>			