



Work Session Agenda
BOARD OF ALDERMEN
CITY OF PARKVILLE, MISSOURI
November 1, 2016; 6:00 p.m.
City Hall Boardroom

1. GENERAL AGENDA

A. Parks Master Plan Update

CITY OF PARKVILLE

Policy Report

Date: October 25, 2016

Prepared By:

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Reviewed By:

Lauren Palmer
City Administrator

ISSUE:

Receive an update on the 2016 Parkville Parks Master Plan.

BACKGROUND:

On December 1, 2015, the Board of Aldermen entered into a professional services agreement with Vireo to lead an update of the Parkville Parks Plan (P3) with particular emphasis on the riverfront parks corridor. The approved scope of work designates the Community Land and Recreation Board (CLARB), along with a Platte County liaison, as the steering committee for this project. Due to the uncertain timetable of the Section 1135 wetland restoration project planned for Platte Landing Park, staff decided that it would be best to kick-off the master plan process shortly after the first of the year.

An initial pre-meeting between City/County staff and Vireo was held on January 8, 2016, to confirm project goals, objectives, expectations, opportunities, and constraints. The first steering committee meeting was held February 10, 2016. At this meeting, the consultant team briefly discussed the project scope, reviewed the project schedule, presented demographic and local health information, looked for feedback on identifying focus group participants, and engaged in discussion on general park issues. The second steering committee meeting was held March 9, 2016. At this meeting the consultant team briefly discussed the results of the park inventory, an open house outline, and reviewed previous plans.

Following the second meeting, the consultants with Vireo, with direction of staff and the steering committee, conducted targeted focus groups discussions, key leader interviews, and employee interviews. The goal was to gain perspective of different visions and ideas about the future direction of the park system. The general public was invited to provide input at a community open house event on April 14, 2016, at the American Legion in downtown Parkville. An online survey was available for those who were unable to attend the meeting.

At the meeting on June 8, 2016, the consultants displayed preliminary design concepts of the riverfront parks for review. Based on the discussion and comments, a second public open house took place during the 4th of July festival and an online survey was available for those who were unable to attend. At the steering committee meeting on August 10, 2016, the consultants presented a draft analysis of park operations and maintenance. The analysis evaluates the current level of maintenance for the Parkville park system and attempts to determine if the current level of maintenance is adequate or if it should be improved. A special meeting with the steering committee was held on August 17, 2016, with the focus on how to bring both preliminary concepts of the riverfront parks together to create a final plan for the riverfront parks.

At the meeting on September 14, 2016, the consultant presented a consolidated riverfront park concept for approval by the steering committee. Two draft matrices were included to provide guidance and help manage expectations in regards to cost vs. interest and cost vs. revenue

potential. The consultant also presented the second draft analysis of park operations and maintenance, a park reach analysis map, and individual park summary sheets.

Based on a recommendation from CLARB and the Parks Master Plan Steering Committee, the consultant will present a final parks master plan report to the Board of Aldermen at the meeting tonight for review and discussion. The report is split into an executive summary, six sections, and an appendix. The plan sets a long-term vision and action plan for the park system and provides the City of Parkville a road map for maintenance and improvement of the parks system and operations. A summary of the report is below:

Section 1 — Introduction, Background, & Community Profile: This section reviews the significant forces that influence the parks system. It discusses changes in population, leisure trends, and their impact on Parkville parks moving forward. The chapter concludes with an analysis that provides an important foundation for the Parks Master Plan to supports future resource allocation and investment decisions.

Section 2 — Community Input and Identified Needs: This section summarizes the community input received from the ten focus groups, two open house sessions, and two online surveys for the purposes of the report. Information gathered from these engagements provided guidance and direction for the purposes of updating the Parkville Parks Master Plan and design concepts for the Riverfront Parks. The most common feedback included increasing the number of connected trails throughout the city, creating new and improved athletic fields, saving natural areas for passive recreation and wildlife benefit, and improving the ease of park access.

Section 3 — Maintenance Management Assessment: This section assesses the current level of maintenance of the Parkville park system and determines if the current level of maintenance is adequate. This section also provides five recommendations on how to achieve optimal management of the park system. The five recommendations are to develop a maintenance management plan, address the gap in the level of maintenance, develop or purchase a work order system, develop an equipment review/renewal program, and to foster greater partnerships within the community that are mutually beneficial.

Section 4 — Park Inventory Assessment: The purpose of this section was to take the pulse of the quality and condition of Parkville parks and establish a Level of Service (LOS) or standard by which all parks could be measured. The section includes cut sheets with breakdowns and results of the assessment for each park. Each cut sheet includes a description, inventory of amenities, LOS assessment, achievement towards previous recommendations, and new recommendations. Accomplished P3 recommendations are identified with strike-through text.

Section 5 — Riverfront Parks: This section outlines the details of a new riverfront park concept for English Landing and Platte Landing Park. Highlights of the riverfront park concept include a downtown transition zone that brings the park to the railroad tracks on Main Street, improved vehicular access into English Landing Park, and new ball fields in Platte Landing Park. The section also outlines the steps taken to get to the new riverfront park concept including the discussions with staff, CLARB, focus groups, public open houses, and the online surveys.

Section 6 — Findings & Recommendations: This section identifies seven findings with associated recommendations to better align the parks and recreation system with the newly created vision/mission statements to achieve the goals outlined in the report. The report's findings include recommendations regarding department organization, how to increase funding for maintenance

and amenities, closing the maintenance gap, ideas for programming, promoting citywide connectivity, and for updating fees.

The purpose of this planning effort was to update the 2008 Parkville Parks Plan to best meet future challenges and take advantage of new opportunities. The 2016 plan offers recommendations for the community as a whole with focus on the future of the riverfront. Following discussion and review by the Board of Aldermen at the work session tonight, the final 2016 Parks Master Plan will be placed on the November 15, 2016 agenda for approval at the second meeting in November.

The phasing and cost diagram in the plan outlines the strategic order of large-scale riverfront park improvements. Following approval, the large-scale projects listed in the plan will be added to the CIP document as future unfunded projects until an appropriate financing mechanism becomes available. To facilitate the implementation of other plan recommendations, staff will work to develop a donation menu for large amenities and research the best practices of other peer communities that have implemented similar projects.

BUDGET IMPACT:

There is no direct budget impact associated with this non-action item. The total consulting fee per the agreement is \$52,000. The City budgeted \$42,000 in the 2016 Capital Improvement Program (10-560-52-50-00) for this project. Staff requested financial support from Platte County to assist with the components of the project related to Platte Landing Park. In early 2016, Platte County agreed to budget \$10,000 to support the Parkville Parks Master Plan update.

ALTERNATIVES:

1. Receive an update on the 2016 Parkville Parks Master Plan and provide feedback as necessary.
2. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends that the Board of Aldermen receive an update on the 2016 Parkville Parks Master Plan and provide feedback as necessary.

COMMUNITY LAND AND RECREATION BOARD RECOMMENDATION:

At the meeting on October 12, 2016, by a vote of 5 to 0, the Community Land and Recreation Board recommended that the Board of Aldermen approve the 2016 Parkville Parks Master Plan, with minor typographical revisions outlined by the Board.

POLICY:

Section 150.050.A. of the Parkville Municipal Code directs CLARB to act in an advisory capacity to the Board of Aldermen to develop and administer a writer plan for the care, preservation, pruning, planting, replanting, removal, or disposition of trees and shrubs along streets and in other public areas. As CLARB serves in an advisory capacity, its recommendations must be approved by the Board of Aldermen.

Section 150.050.B. of the Parkville Municipal Code gives CLARB the responsibility to review matters of park planning or other issues brought before the Board. Section 1.1 of the Parkville Parks Master Plan scope of work designates CLARB as the steering committee parks master planning process.

SUGGESTED MOTION:

As this is a non-action item no motion is necessary.

ATTACHMENT:

1. Final Draft Parks Master Plan. The file size is approximately 100 megabytes. Please download at the following link:
<https://drive.google.com/file/d/0BzDKDxC1N5LrdnpEaHhFaTdMLUU/view?usp=sharing>
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