

Mayor Nanette K. Johnston opened the work session at 6:02 p.m. on November 1, 2016, at City Hall located at 8880 Clark Avenue, Parkville. In attendance were aldermen Greg Plumb, Douglas Wylie, Jim Werner, Diane Driver, Tina Welch, Robert Lock and Marc Sportsman.

The following staff was also present:
Kirk Davis, Interim City Administrator
Kevin Chrisman, Police Chief
Alysen Abel, Public Works Director
Stephen Lachky, Community Development Director
Matthew Chapman, Finance/Human Resources Director
Tim Blakeslee, Assistant to the City Administrator
Melissa McChesney, City Clerk

1. GENERAL AGENDA

A. Parks Master Plan Update

Assistant to the City Administrator Tim Blakeslee provided an overview of the update to the Parks Master plan; presentation appended hereto as Exhibit A. A steering committee, staff and Vireo reviewed the Board of Aldermen's vision for the parks and created new vision and mission statements which laid the foundation for the rest of the project.

The Plan was divided into six sections: community profile, community outreach, maintenance management assessment, park inventory assessment, riverfront park and findings and recommendations. Vireo reached out to over 400 residents through different methods and met with 10 focus groups that focused on six questions and held an open house in the spring. Two concepts were prepared – a greenspace mall and a development-centric concept with a promenade. At a second open house held on July 4 staff spoke with over 200 residents and visitors to received feedback on the proposed concepts. Five recommendations of the maintenance assessment portion included reducing the maintenance gap, purchasing and implementing a work order system, an equipment review program and actively seeking partnerships.

Larry Reynolds, Vireo, provided an overview of the final concept and costs, including expense projections. He noted that revenue projections were not included in the Plan but staff could review them in the future and research what other communities charge for similar services.

Blakeslee said that Platte County had two staff that served on the steering committee. He added that the County Commission would review the report in late November or early December.

The work session ended at 6:51 p.m.

The work session minutes for November 1, 2016, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the fifteenth day of November 2016.

Submitted by:


City Clerk Melissa McChesney





Project Scope

- Discovery
- Opportunities & Constraints / Issues
- Outreach
- **Vision & Mission**
- Park Master Plan – Riverfront Parks
- Operations Analysis
- Remaining Parks

Vision / Mission Statements



Strategic Planning Workshop – July 2015

Vision Statement

Parkville will offer an exceptional quality of life for residents and visitors by embracing opportunities to enhance commerce and economic activity, while preserving the community's historic charm, attractive character and unique natural environments.

Critical Success Factors and Priorities (Parks)

Our parks are regionally recognized for diverse use and quality facilities that provide residents and visitors an outdoor destination. All neighborhoods will be connected by trail to each other, the City, and regional park systems.

Long-Term Priorities

Create a stand-alone parks department
Increase staff resources to maintain all new park areas



Vision

P3 Vision

There is no specified vision statement in the P3 document.

Quote on front cover :

The beauty of the park...should be of the fields, the meadow, the prairie, of the green pastures and the waters. What we want to gain is tranquility and rest to the mind...A great object of all that is done in a park, of all the art of the park, is to influence the minds of humans through their imagination

Proposed Vision Statement

The city of Parkville will enjoy an accessible, safe and connected community park system, providing regionally significant destinations and preserving and enhancing Parkville's unique natural resource base while maintaining and creating a variety of unique recreational activities.



Mission

P3 Mission Statement

An Ethics of Stewardship – We are the stewards of our Park System

Proposed Mission Statement

Balance the demand for recreation with the need for conservation, maintain park facilities to a high standard, offer a variety of enjoyable, clean, safe and accessible recreational activities and facilities and preserve natural areas.



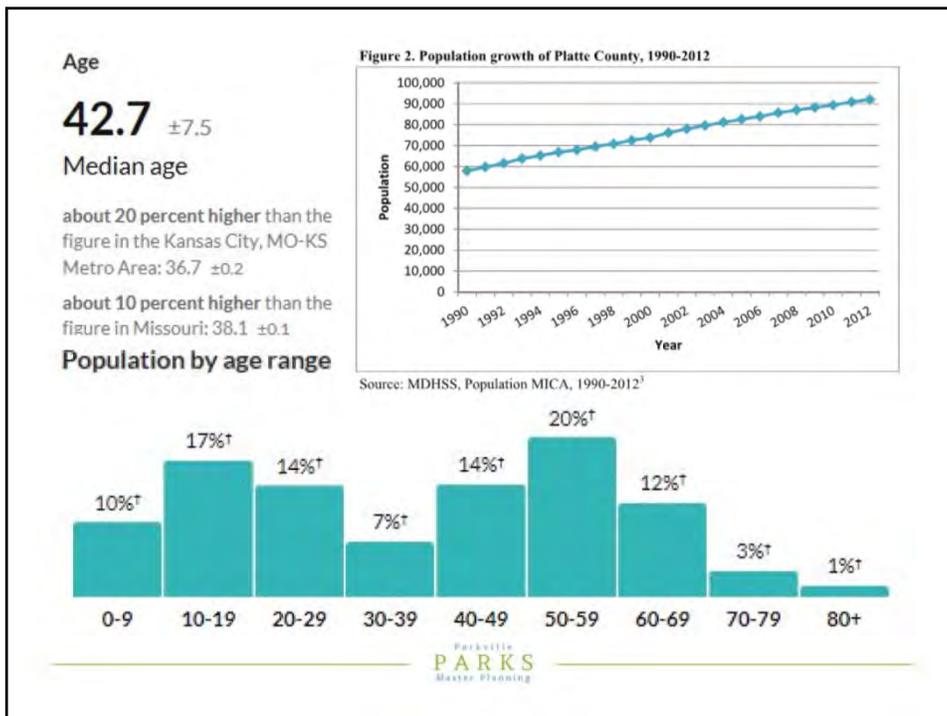
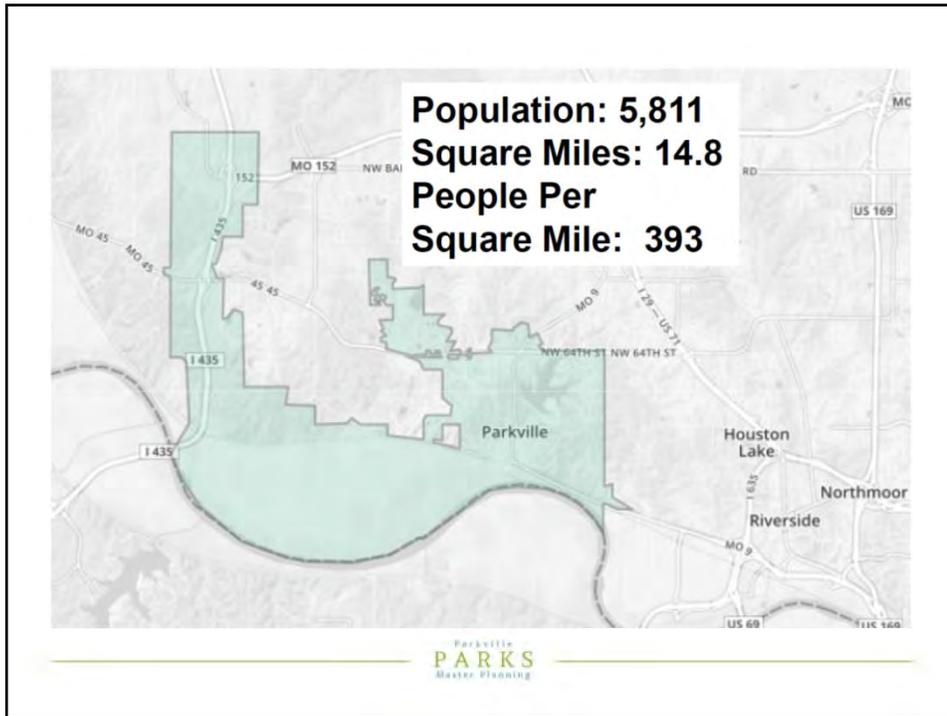
Parks Master Plan Outline

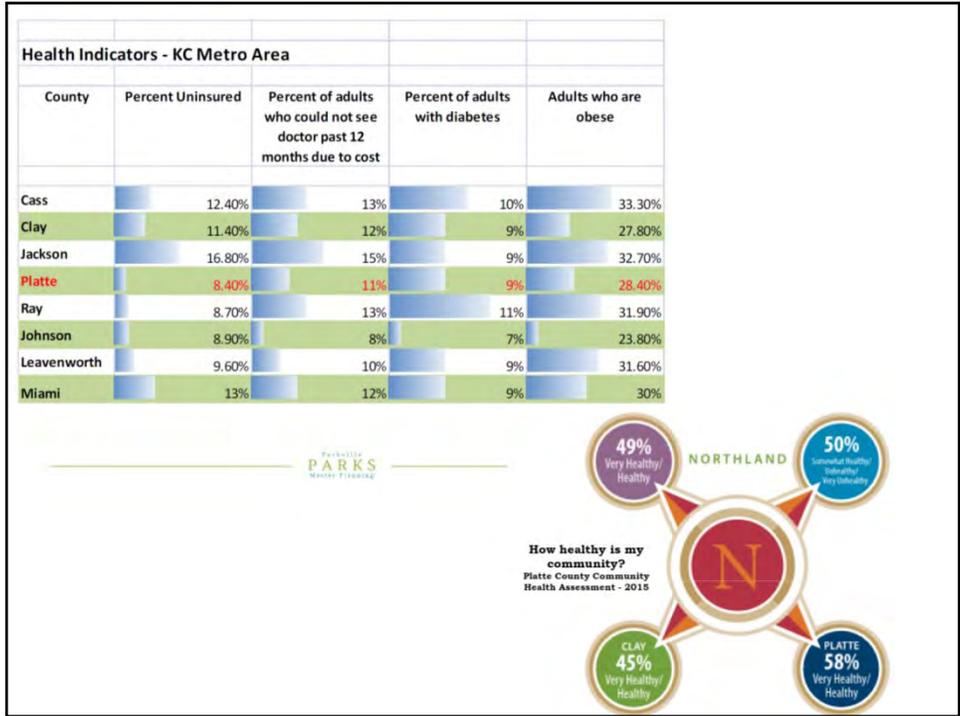
1. Community Profile
2. Community Input And Identified Needs Opportunities
3. Maintenance Management Assessment
4. Park Inventory Assessment
5. Riverfront Parks
6. Findings & Recommendations



1. Community Profile

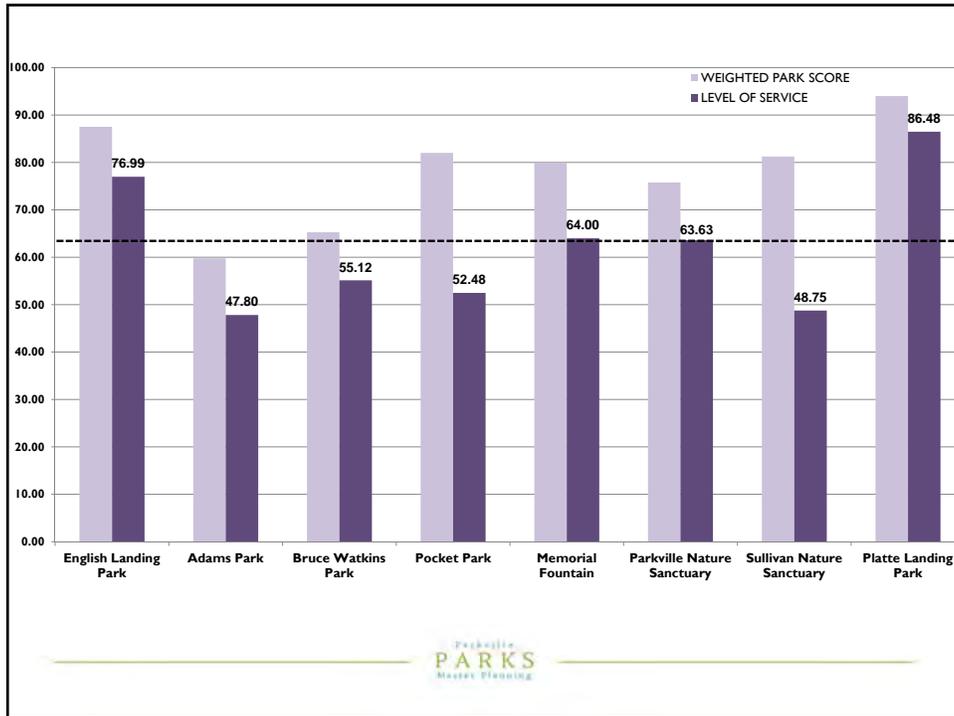




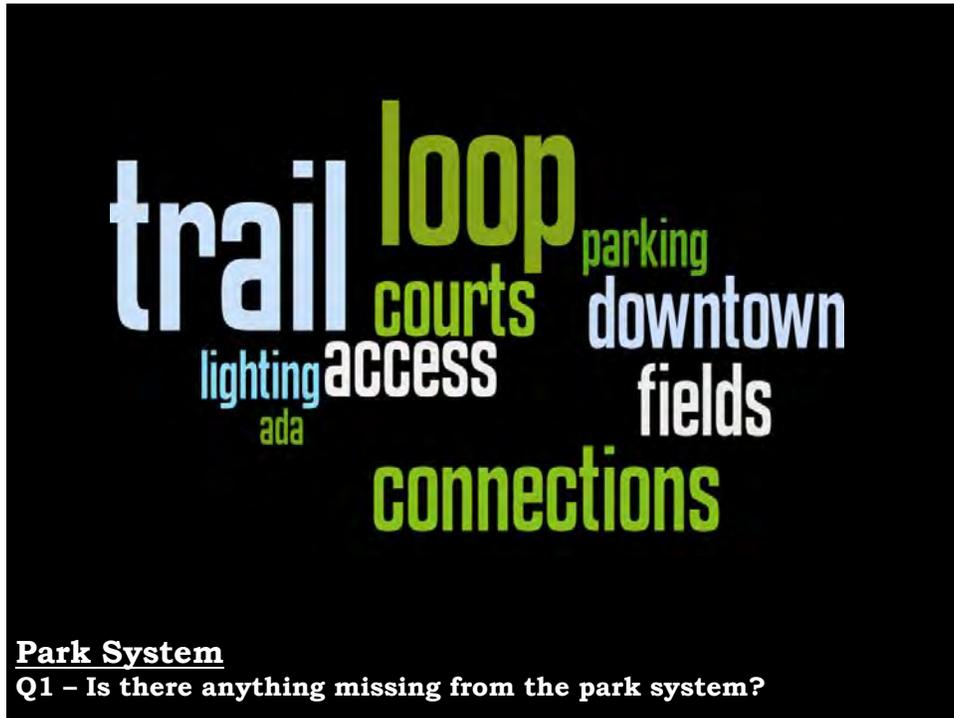


Level of Service

PARKS
Master Planning



2. Community Input And Identified Needs Opportunities





A word cloud on a black background with words in shades of green and white. The largest word is 'trail'. Other prominent words include 'connections', 'loop', 'lighting', 'draw', 'market', 'revenue', 'wetlands', 'maintenance', and 'fields'.

Riverfront

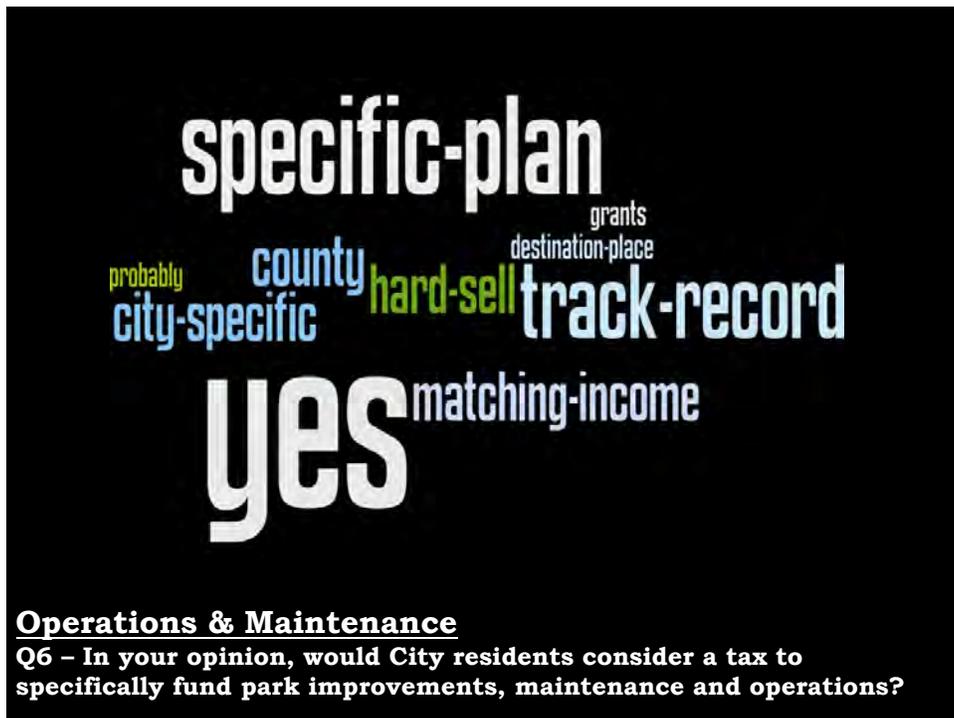
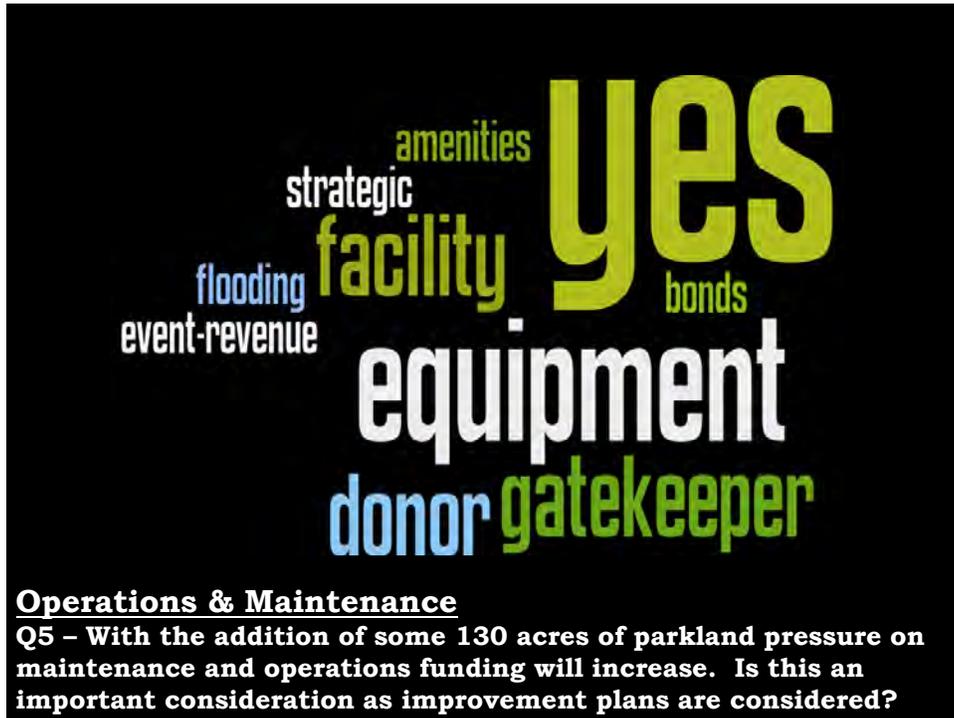
Q3 – Over the years, there have been a number of plans done for Riverfront Parks. Do you remember aspects of those that appealed to you? Some that did not?



A word cloud on a black background with words in shades of green and white. The largest word is 'events'. Other prominent words include 'revenue', 'festival', 'eco-tourism', 'leagues', 'YMCA', 'ymca', 'tournaments', 'practice', and 'railroad'.

Park Programming

Q4 – Understanding that staff capacity is limited, what new program areas might the City consider?



Open House Results

In person Participants: 48





Top 5 park and recreation facility needs

1. Complete the “Loop Trail”.
2. Improved Bicycle/Pedestrian access along 9 Hwy.
3. Natural Areas for passive recreation and wildlife benefit.
4. Providing a trail on the western city edge to Weston and Platte City.
5. Multi-Purpose Courts

Top 3 Riverfront Improvements

1. Nice Restroom
2. Natural Areas
3. Multi-Use Fields

Park Priority Levels

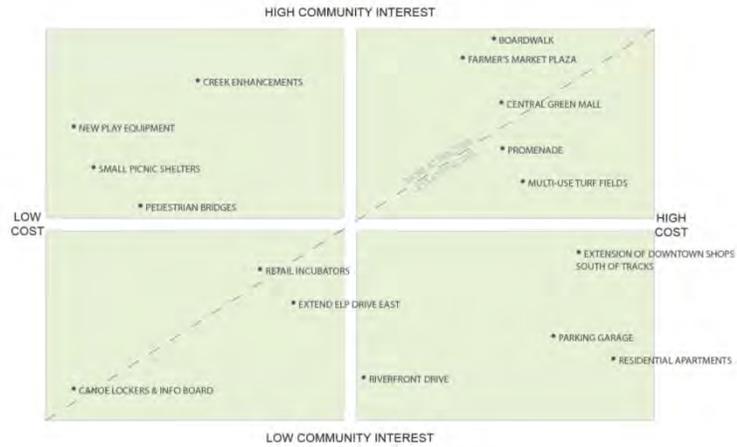
1. Preserve environmentally sensitive areas
2. Provide natural areas for passive recreation and wildlife benefit
3. Fix up existing parks
4. Improve un or underdeveloped parks
5. Provide more events in the Riverfront Parks

Riverfront Parks Preferred Design Concept



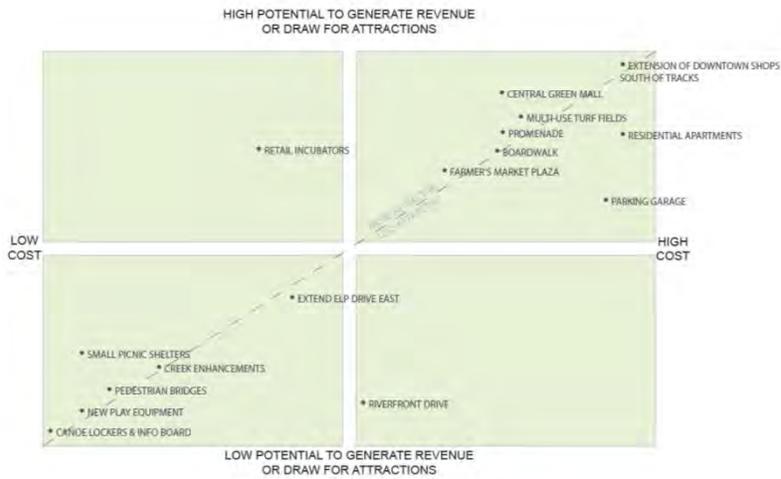


RIVERFRONT PARKS DESIGN ELEMENTS MATRIX A



PARKS
Master Planning

RIVERFRONT PARKS DESIGN ELEMENTS MATRIX B



Parkville
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3. Maintenance Management Assessment



Gap in Needs

655 hours

Over 4x More Park Acres per 1,000 Residents

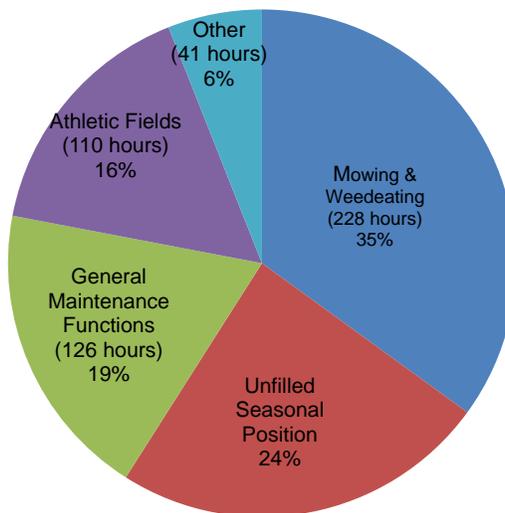
Parkville: 45.0
National Median : 10.6

One-Third fewer FTE Employees than Agencies which maintain 250 acres or less

Parkville: 7
National Median : 10.6

25% Less Spent on Parks than National Median

Parkville: \$64.00
National Median : \$86.00



Recommendation #1 – Create a Parks Maintenance Management Plan

Establishes a management philosophy for the system

Inventory of Parks & Assets

Establishes Work Standards

Establishes Work Load Distribution

Staffing Requirements

Work Schedules (Daily, Monthly, Annual)

Defined Maintenance Modes to be achieved w/ specific maintenance levels and frequencies including a diagram of which applies to various areas the Parks maintains



Parkville
PARKS
Master Planning

Recommendation #2 – Significantly Reduce the Maintenance Gap

Current Gap in Man Hours needed: 655 hours

1. **Fill the open seasonal position** (reduces gap by 160 hours)
2. **Create 3 new seasonal positions** (reduces gap by 480 hours)
3. **Increase the operating budget by \$22 per resident to match national median** (adds \$120,000 to operating budget)
4. **Outsource right-of-way mowing as workload demands** (85 hours back towards parks)

Recommendation #3 – Purchase & Implement a Work Order System

1. Takes the guess work out of capturing quantifiable data
2. Provides quantifiable data to respond to citizens, BOA, and other
3. Captures real man hours & other resource requirements
4. Can be used to schedule work
5. Validates capital and operating budget requests



Recommendation #4 –Equipment Review Program

1. Adopt a recurring equipment review program for each piece of equipment
2. Can be tracked through work order sytem
3. Set guidelines for review schedule on each type of parks equipment
 - a. 800 hours for air cooled/gas commercial mower
 - b. 1,200 for diesel mowers
 - c. 5,000 hours for tractors



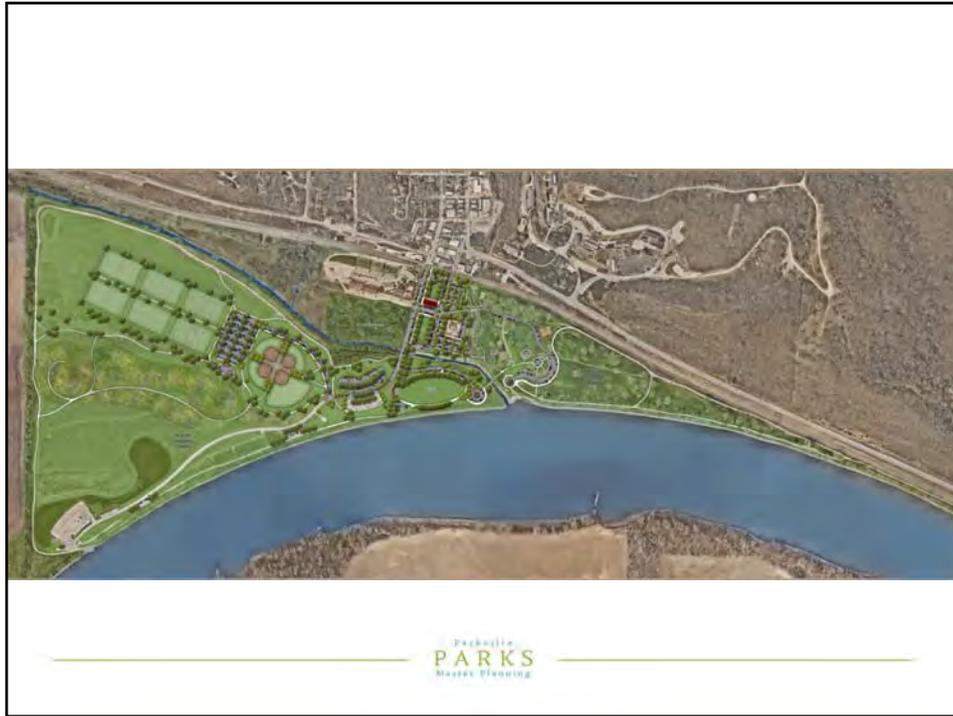
Recommendation #5 – Actively Seek Partnerships

- 1. Actively seek out partnerships through public announcements**
- 2. Create a policy specific to parks regarding partnerships**
 - Guides the process
- 3. Review and consider proposals that are mutually beneficial**



4. Park Inventory Assessment







RIVERFRONT PARKS

FINDINGS

Multiple planning documents have offered recommendations for pieces of the Riverfront Parks and Downtown area

No single cohesive plan tying it all together

RECOMMENDATIONS

Downtown Transition Zone

- Small Plaza with Retail Incubators.
- Entry Gateway on East Street Just South of the railroad tracks.
- Farmer's Market.
- Central Lawn.
- Screened Maintenance Facility.
- Art/Memorial Plaza.
- Pedestrian Bridge.
- Multi-Purpose Open Green.
- Plaza / Stage.
- Playground.
- Picnic Shelters.
- Missouri River Overlook.
- Boardwalk.
- Pedestrian Bridge over Rush Creek.

English Landing Park

- Enhancements to White Alloe Creek.
- Pedestrian Bridge over White Alloe Creek.
- New Trails Connecting Points of Interest.
- Convert large areas of pavement to grass.
- Extend McAfee Street deeper into the park and add parking.

Platte Landing Park

- Welland.
- Multi-Purpose Activity Fields for uses such as soccer, football, and lacrosse.
- Baseball/softball fields.
- Canoe lockers.
- Parking stalls with views to the river.
- Picnic areas near Sullivan Nature Sanctuary.





6. Findings & Recommendations

<p>A. DEPARTMENT</p> <p><u>FINDINGS</u></p> <ul style="list-style-type: none"> • Currently, the Parks Department is a division of Public Works. • The unification of these two departments has provided the City with efficiencies that have proven to be desirable yet challenging in some ways. • If the City desires to expand parks and park facilities and add recreational programming at the riverfront then the need for Parks to operate as a stand alone department will be necessary. • Additional staffing and possibly the addition of a Parks Director may be needed to oversee park facilities, programming and partnership opportunities. • In addition to management of these resources additional maintenance staff will be needed to maintain the facilities. 	<p><u>RECOMMENDATIONS</u></p> <ul style="list-style-type: none"> • If additional recreational facilities and activity spaces are desired in the Riverfront Parks consider asking citizens for funding support. • If new facilities are approved, consider creating a Parks Director position to oversee park facilities, establish recreational programming services or consider programming partners such as the YMCA or Northland Sports Alliance, and foster new partnerships.
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<p>B. MAINTENANCE</p> <p><u>FINDINGS</u></p> <ul style="list-style-type: none"> • There is a gap between the resources available for current maintenance requirements and the resources needed to accomplish them. • As Parkville's parks grow and new facilities are approved with recreational programming to activate them additional maintenance staffing will be necessary to operate and maintain them. • Analysis of how Parkville Parks currently compare to national medians suggests that the additional resources identified are warranted. • Parkville maintains over four (4) times the amount of park acreage than the national median on a per 1,000 residents basis, yet operates with half, or less than half, of the number of full-time equivalent employees than jurisdictions maintaining the same amount of park land. 	<p><u>RECOMMENDATIONS</u></p> <ul style="list-style-type: none"> • Increase the rate of pay for seasonal positions to be more competitive. • Add 3 additional seasonal Full-Time Equivalent (FTE) positions. • Out-source mowing of rights-of-way. • Additional measures to improve efficiency: <ul style="list-style-type: none"> • Park Maintenance Management Plan • Work Order System • Equipment Review Program • Actively seek out partnerships
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C. FUNDING

FINDINGS

Parkville does not have a dedicated funding source for Parks.

It is possible that County tax contributions may one day be reduced or eliminated.

Parkville should consider alternate sources of revenue for parks.

RECOMMENDATIONS

- Consider a ½ cent sales tax for 10 years or in perpetuity dedicated solely to Parks. This could provide approx. \$500,000 annually or \$5 million over 10 years.
- Increase operating budget of Parks to match the national median. This would add about \$120,000 and pay for recommended staffing increases.

D. SERVICE AREA GAP / CONNECTIVITY

FINDINGS

Analysis of the dispersion of parks reveals gaps in service for neighborhood parks.

Currently all of Parkville's neighborhood parks are clustered near the downtown area.

The western edge of Parkville provides little opportunity for neighborhood parks but does indicate opportunity for park amenities such as trails.

Need to connect parks to points of interest.
Completion of the Loop Trail.

Better trail connections to downtown and the Riverfront Parks.

Provide a trail along the western edge of Parkville.

RECOMMENDATIONS

- **Brush Creek Greenway**
 - Partner with Platte County
 - 10' wide paved trail
 - Extend from the Missouri Riverfront Trail to Tiffany Springs Park.
- **Missouri Riverfront Trail**
 - Partner with Platte County to construct segment from Platte Landing Park to I-435
- **Hwy 45 Trail Segment**
 - I-435 to NW Hampton Road.
 - Partner with Kansas City to construct.
- **Route 9 Corridor Plans.**

E. RIVERFRONT PARKS

FINDINGS

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F. REMAINING PARKS

FINDINGS

Take care of what we have

Some need a little fixing up
 Some need a little more TLC
 Some should remain natural areas

In the future Parkville should only consider parkland donations that are at a minimum accessible, have good visibility, and provide usable space for park amenities

RECOMMENDATIONS

Pocket Park

Replace wood decking.
 Update landscaping.
 Ensure stability of railings and repaint.

Adams Park

Replace the concrete pad under the shelter and the walk leading to it.
 Replace shelter.
 Provide new picnic table and seating under shelter.
 Consider the potential for flower beds.

Watkins Park

Replace play areas with updated equipment which accommodates a wider demographic.
 Repair asphalt trail.
 Replace shelter.
 Consider the potential for raised bed community gardens. Interest to champion this was expressed by a Main Street resident during public engagement.

Gresham Memorial Spirit Fountain Park

Continue to maintain the fountain and provide access for it to serve as an important civic space.

Dorsey Property

Severe topographical, accessibility, and visibility constraints prevent it from being able to provide park amenities. Otherwise, this property should remain a natural woodland.

Bell Road Property

Accessibility and visibility into this property are severely constrained. Consider leaving this as an undeveloped natural area, or acquiring additional property along Bell Road to improve access and visibility.

Gateway Property

Currently this is undeveloped land that was identified as an opportunity for the City to build a gateway sign to serve as an artful entry into Parkville. Landscaping could be added around the structure to further enhance and beautify this entryway.

G. PROGRAMMING

FINDINGS

2014 Market Feasibility & Economic Impact Analysis

"An eight-field [soccer] complex could adequately support Northland based clubs for practice and league play, while also providing the minimum critical mass of fields to enable the complex to host smaller local and regional tournaments."

Multi-use activity fields and baseball/softball fields are proposed for Platte Landing Park.

Once these amenities come on-line Parkville will have the park resources available to support the need for the City to provide additional programming services to the community.

Should the City decide to do so, a position should be created to establish recreational programming services.

RECOMMENDATIONS

May need to hire a Recreational Programming Coordinator or partner with outside agencies like YMCA and Northland Sports Alliance.

Seek new ways to capitalize from the regional draw of the Riverfront Parks

Encourage the community to explore the beauty of other Parkville Parks.

Create or partner to host 4 new community events annually

- Movies in the park
- Winter tree decorating contest
- Fishing tournament on the Missouri River.
- Partner with local schools to create an augmented reality web-app that families can download and use on their phones to explore Parkville parks.

Continue to preserve existing relationships with outside agencies programming activities in Parkville parks.

Actively market Parkville parks to surrounding community groups who may have a need that could be served in Parkville parks.

<p>H. DEVELOPMENT FEES</p> <p><u>FINDINGS</u></p> <p>The previous P3 Master Plan identified the incorporation of a development fee (Impact Fee) as a way to fund capital improvements to parks and for land acquisition.</p>	<p><u>RECOMMENDATIONS</u></p> <ul style="list-style-type: none"> ● Revisit. ● Consider writing & adopting ordinance.
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<p>I. CITY CODE</p> <p><u>FINDINGS</u></p> <p>Parkland dedication (Sec. 505.220)</p> <p>The Board of Aldermen also have the ability to approve cash in-lieu of dedication of open space at a rate of \$7,000 per acre.</p>	<p><u>RECOMMENDATIONS</u></p> <p>Review the cash in-lieu rate against current land values – Increase?</p> <p>Current trends suggest that this could also be applied to commercial developments as studies suggest parks and open space are beneficial to employee health and workplace productivity.</p>
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