

Community Land and Recreation Board Meeting

January 8, 2014

MINUTES

Meeting 099

MEETING CALLED TO ORDER AT 7:02 P.M. ROLL CALL: Members present were, Adam Zink, Laura Ozenberger, Bill Noble, Neil Davidson, Tina Welch, Dave Kreher, Michelle Flamm, Phil Wassmer, and Diane Driver / Liaison were present. Kirk Rome and Tom Barnard were present from the City.

Laura Ozenberger motioned to approve the minutes from Meeting 098. Bill Noble seconded the motion. Motion approved 8-0.

Public Input: Adam Zink recognized Diane Driver for her contribution as a liaison for CLARB. He welcomed Aldermen Kendall Welch on her return to CLARB and her appointment to the position.

Action Item 1. CLARB 14-99-01 Farmer's Market Agreement –

Lauren Palmer, City Administrator submitted a draft for a new lease between the City and the Parkville Farmer's Market Association (PFMA) to CLARB. Board Member Tina Welch inquired about the size, font and placement of the sign. The PFMA said the sign was previously purchased and has been in use and placed outside of the City to attract customers on market days. Lauren Palmer said the PFMA would like to place the sign in the West end gable of the Farmer's Market structure. Laura Ozenberger requested verification that item #13 "successors and assigns" is necessary. Board Member Phil Wassmer inquired about local sign ordinances and compliances. Palmer stated that the sign was evaluated by Sean Ackerson with Community Development and it was outside normal City regulations for the length of time that a sign could be posted. Board discussion was centered on a possible more rigid sign then the canvas one pictured and attached to the agenda. PFMA was open to suggestions and further input. Bill Noble requested that the sign display the times the market is open and be stored at the PFMA's expense during months the market isn't open. Adam Zink motioned to approve the sign based on font, built out of rigid material, that if be removed and stored during operating months and style with concurrent historic area signage and upon Board of Aldermen approval. Laura Ozenberger seconded the motion. Motion approved 8-0.

A second motion was made by Laura Ozenberger to recommend the Farmers Market Agreement that was presented to CLARB for Board of Aldermen approval. Phil Wassmer seconded the motion. Motion approved 8-0

Action Item 2. CLARB 14-99-02 Vikings Field Agreement –

Lauren Palmer City Administrator presented a draft of the Vikings Field Agreement for the City owned land located at the southwest corner of River Road and Hwy FF. Palmer stated that prior to this, no written agreement between the Vikings Football Club and the City was in place. She stated the youth program adds value to the community and was a consideration for a binding agreement, and it would be in the best interests for both parties. Laura Ozenberger asked why there is a need for long term, lease increments.

Lauren Palmer responded by explaining the Vikings Football Club has made investments and to continue with improvements they would need to know their options for return on their investments. Bill Noble commented on the structure that was on the site and its purpose. Mr. Ryan with the Vikings stated it was a truck trailer and is used as the concession stand and for storage. He said eliminating the present trailer would be desired, but when budgeting allows. It was stated that current budgetary needs with the property will go to ongoing field maintenance; watering, seeding, and fertilization. He also stated he personally paid for the gravel used in the parking lot to accommodate parking needs. Michelle Flamm motioned to approve the Vikings Field Agreement as submitted. Bill Noble seconded the motion. Motion approved 8-0.

Action Item 3. CLARB 14-99-03 Event Dates for 2014.

Tom Barnard updated and submitted a list of upcoming events for the 2014 calendar year. Barnard stated that the individual events will be coming to CLARB for approval. The list contains requested dates by the event sponsors. (List attached) Michelle Flamm motioned to approve the event calendar dates as submitted. Neil Davidson seconded the motion. Motion approved 8-0.

Discussion and Information:

2014 Platte County Parks Outreach Grant Application – Kirk Rome discussed the latest Outreach Grant application with Platte County. A grant for the loop trail and an open recreational play field in Platte Landing Park was submitted. Adam Zink spoke of his concern with the growing need for a park storage building and that should be kept on Platte County's radar as well, and of his discussion with Kirk and Lauren regarding several issues and concerns with a new building in the floodplain and the decision to not pursue a grant for a building at this time. Rome stated that with discussions with various City and County personnel that it would be in everyone's best interest to apply for one grant application that included a loop trail & a recreational field, also since the required amount is \$62,000 for the project was a large percentage of the overall available grant funding.

Platte Landing Park Update – Kirk Rome updated the Board on the construction of Platte Landing Park. He stated the boat ramp concrete was poured and that the slab was extended an additional 15' beyond the plan distance into the Missouri River. The concrete contractor has stopped working until warmer weather is back.

Park Headquarters Update – Kirk Rome explained the trusses were erected and the eye brow around the shop's lower level was in place. Adam Zink asked if there was a deadline on the construction. Rome responded that the project has to be substantially complete by March 31st, 2014 and final completion to the Parks building is scheduled for April 20th.

DRJP Update – Tom Barnard discussed the Disaster Relief Job Program projects. City staff were recently informed that the program has been extended several more months in

Parkville. The crews have been diligently clearing invasive vines and honeysuckle from the Missouri River banks in English Landing Park. Other projects included selective pruning in Platte Landing Park,

“Tree City USA”-.Tom Barnard told the Board that he applied for recertification for Parkville’s Tree City USA status.

Other Business: February – Tom Barnard reminded the Board that February’s meeting will be the annual electing of officers.

Adjourn: Dave Kreher motioned to adjourn the meeting at 8:10 p.m. Phil Wassmer seconded the motion. Motion Approved 8-0.

Respectfully submitted: _____ Tom Barnard, Parks Superintendent

APPROVED:

_____ Kirk Rome P.E. Public Works Director

_____ Adam Zink, Chairman

Community Land and Recreation Board Meeting
February 12, 2014

MINUTES
Meeting 100

MEETING CALLED TO ORDER AT 7:04 P.M. ROLL CALL: Members present were, Adam Zink, Laura Ozenberger, Bill Noble, Tina Welch, Michelle Flamm, Phil Wassmer, and Kendall Welch / Liaison were present. Neil Davidson and Dave Kreher were absent. Kirk Rome and Tom Barnard were present from the City.

Michelle Flamm motioned to approve the minutes from Meeting 099. Bill Noble seconded the motion. Motion approved 6-0.

Public Input: None.

Tom Barnard asked the chairman to add an Action Item 11. to the agenda for the event Imagine No Malaria and to begin with the events beginning at Action Item 4 on the agenda and finish with Action Items 1, 2, and 3. Bill Noble motion to approve the change of agenda as stated. Michelle Flamm seconded the motion. Motion to amend the agenda approved 6-0.

Action Item 4. CLARB 14-100-04. Cruise Nights –

Coordinator Danelle Nichols of the Main Street Parkville Association approached the Board about the continuation of Cruise Nights on the 1st Saturday's of April, May, June, August, and September. She explained the parking lots are blocked off at 2:00 o' clock for the classic car participants. The parking lots between McAfee St. and the railroad tracks are the areas for the event. The event hours are between 4:00 and 8:00 p.m. The \$100 fee as per occurrence with \$1,000,000 certificate of liability will be required. Laura Ozenberger motioned to approve the event as stated. Bill Noble seconded the motion. Motion approved 6-0.

Action Item 5. CLARB 14-100-05. Micro Brew Fest –

Coordinators Angelo Gangai and Danelle Nichols with the Main Street Parkville Association requested April 26th for the Brew Fest Event to be held in the soccer field area of English Landing Park. Prices for entry to the event are \$35 the day of the event or \$30 with preregistration. Hours will be from 1:00 to 5:00. A crowd of 5000 is expected. Additional portable restrooms from previous years was suggested by Adam Zink. Nichols stated she plans on doubling the amount from last year for a total of 70 for this year's event. Kirk Rome stated a deposit would be required for possible damage to the soccer field area with the anticipated crowd. The amount will be \$1000. The event fee will be \$300; additional stages will be used at \$100 each with a \$2 million liability policy. The use of Ballfield #1 for parking was requested. Tom Barnard stated his concern with the grass getting established in spring for the upcoming use of various baseball teams. A decision will be made the day prior to the event, when field and weather conditions can be factored in. Tom Barnard will meet with Danelle Nichols to discuss the availability of the field at that time and a written agreement will be in place. Also it was recommended to encourage recycling during and after the event, Nichols mentioned and addressed the

concern for the organization to leave a green footprint. Bill Noble motioned to approve the event as stated. Tina Welch seconded the motion. Motion approved 6-0.

Action Item 6. CLARB 14-100-06. Tour de Cure

Coordinator Courtney Gray with the American Diabetes Association announced they would like to return to Parkville for the diabetes fundraiser bike ride to Weston, MO. The date for the event is Sunday, June 8th. The event fee will be \$300 + \$125 for McKeon Stage. A \$2 million certificate of insurance will be required. Laura Ozenberger motioned to approve the event as stated. Bill Noble seconded the motion. Motion approved 6-0.

Action Item 7. CLARB 14-100-07. Northland Early Education Center "Pioneer Run". Coordinator Andrea McKown approached the Board about the walk in the park preschool fundraiser to be held on May 31st. A \$300 event fee will with the addition of \$50 for an additional shelter house and a \$1 million certificate of insurance will be required. Michelle Flamm motioned to approve the event. Tina Welch seconded the motion. Motion approved 6-0.

Action Item 8. CLARB 14-100-08. Go Project Run 5K. Coordinator Kali Nelson with Global Orphan Project proposed using English Landing Park on May 17th for the global orphan fundraiser. The addition of portable restrooms will be provided by the organizer and use of McKeon Stage was requested. The event fee of \$300 with \$100 resident rate for McKeon Stage, certificate of insurance for \$1 million will be required. Laura Ozenberger motioned to approve the event as stated. Bill Noble seconded the motion. Motion approved 6-0.

Action Item 9. CLARB 14-100-09. Together as One 5K. Coordinator Dan Morton has requested April 19th for the event to raise funds to offset youth soccer participation fees for financially challenged families. An additional shelter was requested with the event fee of \$300 for a total sum of \$350. \$1 million certificate of insurance will be required. Michelle Flamm motioned to approve the event. Tina Welch seconded the motion. Motion approved 6-0.

Action Item 10. CLARB 14-100-10. Imagine No Malaria. Rachel Zolnowski with the Platte Woods Methodist Church approached the Board for a fundraiser to raise money to send mosquito nets to Africa. The desired date for the 5K is April 5th. The event fee would be \$300 with \$1 million certificate of insurance. The omitted interview worksheet will be sent out to the Board to view for final approval. Michelle Flamm motioned to pass subject to interview worksheet approval. Motion seconded by Tina Welch. Motion approved 6-0. Tom Barnard would email the worksheet to the Board for their review.

Chairman Zink then returned to the top of the agenda with Action Item 1.

Action Item 1. CLARB 14-100-1. Election of Officers.

The Board took nominations for Chairman. Bill Noble nominated Michelle Flamm. Tina Welch seconded the nomination. The Board on a vote approved the nomination of Michelle Flamm for Board Chairman 5-0.

The Board took nominations for Co-Chairman. Michelle Flamm nominated Laura Ozenberger for Co-Chair. Adam Zink seconded the motion. The Board approved Laura Ozenberger nomination for Co-Chair 5-0.

The Board asked for nominations for the Secretary position. There were no nominations. Staff decided when absent Board Members were present CLARB would seek nominations for the position at that time.

Action Item 2. CLARB 14-100-2. Tennis Courts – Diane Driver representing Friends of Parkville Parks (FOPP) discussed the desire of FOPP to pursue the goal for tennis courts in English Landing Park. The ultimate plan would be to build four courts when their fund-raising allows. Michelle Flamm motion to pursue the plan for tennis courts based on available fund- raising goals by FOPP. Phil Wassmer seconded the motion. Motion approved 6-0.

Action Item 3. CLARB 14-100-3. Park Guidelines. Tom Barnard submitted an updated version of the Park Guidelines that were in need of updating from the adopted version in 2009. Barnard submitted an updated guideline draft with corrections, deletions, and various updates with current amenities, ex: the elimination of the gazebo, the addition of McKeon Stage, new recycling services and portable restroom requirements. With the Board, Alderman Welch, and Public Works Director Kirk Rome's input, the suggestion was to submit the updated version to CLARB before the next meeting for review and to submit the updated guidelines to the agenda in March.

Discussion and Information:

2014 Platte County Parks Outreach Grant Application – Kirk Rome announced that the Outreach Grant application that was submitted to Platte County Parks and Recreation for the loop trail and recreation field for \$62,000 was accepted.

McKeon Stage- Tom Barnard handed out a concept drawing of a sign for information to purchase engraved bricks for McKeon Stage. The sign would have website information for those interested in helping Friends of Parkville Parks. The sign concept will be passed onto FOPP for approval.

DRJP Update – Tom Barnard told the Board of the latest DRJP projects, that list included new capstones around the roundabout, vine and brush clearing at Platte Landing Park, painting trash barrels, ball field bleacher repair. Adam Zink mentioned the cleaning

of the drainage ditch to prevent water backing up into the park. Tom Barnard agreed that it is necessary maintenance and he'll direct the crew to do so when the weather permits.

"Tree City USA" – Tom Barnard said that the tree inventory project will resume this spring to complete the TRIM Grant that was awarded to the City. The deadline is May 1st. Barnard also asked the Board to give him any feedback or ideas they may like to do for this year's Arbor Day Celebration in Parkville.

Other Business: Adam Zink reminded the Board of the 175th celebration of Platte County.

The Board discussed getting park events on the City website and posting hard copies at the park information board. Tom Barnard will get event email links for the events to get on the website.

Alderman Welch discussed the possibility of trying a consent agenda for informational, routine or self-explanatory items. Any consent items would be emailed in advance of the CLARB meeting for review.

Adjourn: Michelle Flamm motioned to adjourn the meeting at 8:47 p.m. Bill Noble seconded the motion. Motion Approved 6-0.

Respectfully submitted: _____ Tom Barnard, Parks Superintendent

APPROVED:

_____ Kirk Rome P.E. Public Works Director

_____ Michelle Flamm, Chairman

Community Land and Recreation Board Meeting
April 9, 2014
MINUTES
Meeting 102

MEETING CALLED TO ORDER AT 7:03 P.M. ROLL CALL: Members present were, Adam Zink, Laura Ozenberger, Bill Noble, Neil Davidson, Michelle Flamm, and Dave Kreher. Kendall Welch CLARB liaison was absent. Kirk Rome and Tom Barnard were present from the City.

Bill Noble motioned to approve the minutes from Meeting 101. Adam Zink seconded the motion. Motion approved 7-0.

Public Input: NONE

Tom Barnard was asked to present the list of upcoming events that needed approval from CLARB for the 2014 calendar year. Michelle Flamm requested that Mr. Barnard proceed to Action item # 5.

Action Item 5. CLARB 14-102-05. July 4th Carnival and Parkville Days -

The theme is "American Dreams, Red, White & Blue". The event is scheduled for Wednesday and Thursday 6PM-10PM, Friday 10AM for the Parade & Breakfast and Saturday 6PM-12AM with the fireworks beginning at 9PM

Event coordinators Police Chief Kevin Chrisman, Tom Hutsler, Danelle Nichols and Jim McCaw made their presentation to the board. Officer Chrisman addressed the safety and security aspect of previous events in respect to parking and food vendor locations. His suggestion was that for future events, we keep Main Street open for parking. He also suggested putting up a barricade on the other side of the tracks to block off McAfee Street. There needs to be a specified truck route. Officer Chrisman attended the Farmers Market meeting to address any concerns the Farmers Market might have pertaining to the traffic that will incur due to Saturday's events. Joyce (present at the CLARB meeting) from Farmers Market agreed with Officer Chrisman that the Farmers Market is receptive to any changes. For the July 4th Celebration, we need to make better signage. Police patrol will be available. The street will be blocked off at 4th Street past Rush Creek at the Bridge for the Fireworks. Kirk Rome recommended the planning group investigate the possibility of keeping Main Street open south of Rush Creek to allow for additional parking and viewing areas in the new Platte Landing Park. The group will need to work with the fireworks company to make sure the clear zones will be adequate to the new road alignment. Adam Zink motioned to approve Action item #5. Neil Davidson seconded the motion. Motion approved 7-0

Action Item 6. CLARB 14-102-06. Parkville Blues & Jazz Festival -

Karen Montgomery and Linda Arnold requested approval for their event / dates for the 2014 calendar year. Friday June 13th, 2014 & Saturday June 14th, 2014. Neil Davidson motioned to approve action item #6, Adam Zink seconded the motion. Motion approved 7-0.

Action Item 7. CLARB 14-102-07 Rain Garden Improvements -

Ian Fleming wishes to install new plants in the Rain Garden in English Landing Park with the help of his Eagle Scout Troop # 433. His desire is to replace 33 assorted wild flowers. The project should cost no more than \$200.00 and will be funded by the Parks Department. They should begin late April 2014.

Adam Zink motioned to approve Action item # 7. Laura Ozenberger seconded the motion. Motion approved 7-0.

Action Item 8. CLARB 14-102-08 Color Dash 5k

Mark Valentine presented his events to the board for approval.

Color Dash is a 5k run scheduled for July 19, 2014. Mr. Valentine will provide the volunteers. A percentage of the money from the entry fees will go towards enhancing Parkville. (Valentine suggested building tennis courts at English Landing Park but tennis courts have not yet been approved by the Board of Aldermen) Color dash is not a race, it's a fundraiser. Valentine and his team will provide their own insurance policy. He has agreed not to mark the trails and parking lots with paint. Colored corn starch will be used in the Color Dash and it should wash off with the first rain. If we need the color gone before it rains, Mr. Valentine will request the assistance of the Fire Department. He might wish to add a music component or beer vendors at a later date. Adam Zink motioned to approve Action Item 8. Neil Davidson seconded the motion. Motion approved 7-0.

Action Item 9. CLARB 14-102-09. Parktoberfest

The 5K race is sponsored by the Parkville Chamber of Commerce and will be held in the morning prior to the event. The charity that it will benefit is yet to be determined. Parktoberfest will be held October 4, 2014 from 1:00 P.M to 8:00 P.M. with live music at McKeon Stage, a Children's Play Area, and a Pinewood Derby Race will be part of the events. Beer will be served along with various food vendors. Dave Kreher motioned to approve Action items 9. Adam Zink seconded the motion. Motion approved 7-0.

Action Item 10. CLARB 14-102-10. Family Fun Run –

Christina Wilson presented her fundraising event and date to the board for approval. Family Fun Run is a 5K race. The event is scheduled for May 10, 2014 from 7AM-10AM. The purpose of this race is to raise money for the family of Macey, a 10- month old baby with a cranial facial condition. Wilson is expecting 200-300 participants and will be accepting cash/check donations. Interested parties can pay online or at the park on the day of the event. They will bring in an Inflatable finish line, a clock and signage. They will also provide bottled water and granola bars. She has secured her own \$3 million certificate of insurance and they have agreed to clean up after the event. Laura Ozenberger moved to approve action item 10 Bill Noble seconded the motion. Motion approved 7-0.

Action items 1-3 were on March's Agenda but no quorum was present. They were added to April's meeting as consent items.

ACTION ITEM 1. CLARB 14-101-01. Sweet 16 Sprint – June 1st

ACTION ITEM 2. CLARB 14-101-02. Graduation Party- May 24th

ACTION ITEM 3. CLARB 14-101-03. Sjogren's 5K Run – June 22nd

Adam Zink motioned to approve Action Items 1-3 from March's Agenda. Neil Davidson seconded. Motion approved 7-0

Action Item 4. CLARB 14-101-04. Prodigy Baseball –

2014 Field Use. Michael Younghanz representing Prodigy Baseball Academy proposed a shared field use of Grigsby and Field #3 for the 2014 season at the March meeting. He would pay \$1184, would aid in maintenance of the field, and improvements to the batting cage and bullpen area in addition to sweat equity. Adam Zink motioned to approve Action item 4 Laura Ozenberger seconded the motion. Motion approved 7-0

Discussion and Information

Kirk Rome the Public Works Director presented the Platte Landing Park Posted Rules and Regulations to the CLARB Committee. Rome stated that he has already met with the police department and will create actual signs and have them posted in the parks. Dave Kreher was concerned about who actually enforces the rules at the park and if there are any fines or penalties associated with breaking the rules/ordinances. He and Adam Zink would like a sign posted stating "IF YOU SEE ANY VIOLATORS CALL 911". MDC has donated a lot of money and they want the community to have access to the Boat ramp at night. Rome talked to Biologists and was advised to put small signs around the perimeter of the "wet lands" so people will know where they are. MDC wants firearms allowed for hunters that will use the boat ramp. . Platte County Park staff would like to see skateboarding allowed.

Mr. Rome is currently trying to insure that the Platte Landing Park and English Landing Park rules are uniform. He is checking to see if there is an ordinance about skateboards. Neil Davidson wants the ordinance number posted on the sign.

Adam Zink motioned to recommend that staff check into the revision of the Platte Landing Park posted rules and regulations to make sure the Platte Landing Park and English Landing Park have concurring ordinances. Also, check into ordinances for skateboarding. Rome or Barnard will send an email to the CLARB members when they have gathered the information.

Mr. Rome also presented the Off- Leash Dog Park Rules

Michelle Flamm disagreed with rules # 6 and #7. Rules 6 and 7 were discussed and changed to: Each handler is limited to a max of two dogs and the current rabies tag should be visible on their collar at all times. Laura Ozenberger motioned to accept the rules with amendments to #6 and #7 motions were seconded by Neil Davidson. Motion passed 7-0

175th Platte County Anniversary / Steamboat Arabia Marker

Neil Davidson announced the celebration of Platte County being 175 years old. Platte Land Trust, Platte County officials, Missouri Department of Conservation and Boy Scout Troop #351 planted more than 100, Paw Paw trees at Platte Ridge Park last Saturday to display the significance of the The Paw Paw Native American Militia. Also Davidson discussed ideas to recognize the location of the sinking of the Steamboat Arabia that sank near Parkville on September 5, 1856. They would like to put a marker in the park that shows where the steamboat sank. They are currently looking for funds. The marker might cost \$800.00- \$1,000.00. They would like for the dedication of the marker to be Saturday, September 6, 2014, presented by the Hawley Family. Ideas to fund the marker were suggested and encouraged. Tom Barnard will work with Neil and put together an action item for the board to consider at a future meeting.

There is a run scheduled the morning of 9/6/2014 and Cruise Night that afternoon.

Park Headquarters Updates

Tom Barnard stated the stucco phase of the headquarters building was in progress and will be completed soon as weather permits. The majority of the roof phase and stonework has been completed.

DRJP Updates

The DRJP program has come to a finish.

Platte Landing Park

Debris and weeds are cleared with 90% of East/West line completed. They have graded the loop trail and the road to the boat ramp is being poured. Hunt Martin will be donating the materials along with Turkey Trot donated funds.

"Tree City USA"- Arbor Day is the last Friday in April. April 25, 2014 2:00 P.M. The Mayor will read the City's Proclamation and the award for Tree City USA will be announced.

Brewfest - April 26, 2014

Cruise Night

Adam Zink commented that the purpose of Cruise Night is to show off your cars but the underlying intent is that you spend your money in town supporting the surrounding businesses. Because that is not what is taking place, Adam Zink suggested the Fee be raised. The surrounding businesses should also make allowances for events that take place down town making sure their hours of operation are corresponding with the hours of the events so that they can benefit from the extra traffic

Other Business:

The Trim Grant must be submitted by May 30, 2014. Tom is looking for direction for what to use the trim grant for. Barnard suggested pruning trees that are out of reach of the Park Staff.

Michelle Flamm discussed getting a secretary for CLARB

Neil Davidson advised that the rebuilding of the Community Center is nearing completion. The Dedication will be May 19, 2014 at 1:30 P.M. County Parks taxes funded the project.

Tom is to bring a map with suggested available areas for dedication benches to the next meeting.

Adjourn: Adam Zink motioned to adjourn the meeting at 8:27 P.M. Michelle Flamm seconded the motion. Motion approved 7-0.

Respectfully Submitted: _____ Tom Barnard, Parks
Superintendent

APPROVED: _____ Kirk Rome P.E. Public
Works Director

_____ Adam Zink, Chairman

Community Land and Recreation Board Meeting
May 14, 2014
MINUTES
Meeting 102

MEETING CALLED TO ORDER AT 7:03 P.M. ROLL CALL: Members present were, Michelle Flamm, Laura Ozenberger, Bill Noble, Neil Davidson, Dave Kreher, Phil Wassmer, and Kendall Welch / Liaison were present. Adam Zink was absent. Kirk Rome, Tom Barnard, and Tim Blakeslee were present from the City.

Laura Ozenberger motioned to approve the minutes from Meeting 101. Neil Davidson seconded the motion. Motion approved 6-0.

Public Input: None.

CONSENT ITEMS:

Action Item 1. CLARB 14-102-01. Thoroughbred Ford- Company Picnic

George O'Sullivan with Thoroughbred Ford reserved the West Shelter for the day on June 29, 2014 for a company picnic. Approximately 150 people will be in attendance from 11:00 am – 5:00 pm. Two bands will be playing music on the McKeon Stage from 1:00 pm-3:00 pm. \$1 million in insurance will be secured. The event fee will be \$300.

Action Item 2. CLARB 14-102-02. - Heartland Partners in Caring-

Shelley Koenigsfeld reserved the West shelter all day September 27, 2014 for a 5K fund raiser for real estate related health issues. Approximately 100-150 people will be in attendance from 8:00 a.m. – 1:00 p.m. A D.J. will be providing music for the event. \$1 Million in insurance will be required with a \$300 event fee. The event will be responsible for cleanup.

Action Item 3. CLARB 14-102-03. 2014 – 2015 TRIM Grant-

Tom Barnard would like to submit the 2014-2015 TRIM Grant for the purpose of pruning and removing dead wood in the larger trees that aren't reachable with the park equipment. Tree climbers and bucket trucks will be required to reach the taller trees for this grant project. The tree trimming and removal line item will be used for the 25% needed to match the \$10,000 maximum for the grant. Barnard was asked if there was any reason not to go after this grant. Barnard stated it would triple the amount of work that could normally be accomplished with that budget line item.

Chairman Michelle Flamm asked for a motion to approve the three consent items. Phil Wassmer motioned to approve Action Items 1, 2, and 3 as stated. Laura Ozenberger seconded the motion. Motion approved 6-0.

Discussion and Information:

Event Guidelines

Tim Blakeslee the Assistant to the City Administrator is working closely with Tom and Kirk to fine tune the Parks Events approval process. His goal is to update the events guidelines and develop a more efficient process of scheduling events and reserving shelters and athletic fields. In the near future he hopes to have online information and applications available to fill out. This will free up more time in the CLARB meetings because not all events will have to be approved by CLARB. The need for a more efficient process was prompted by the expansion of Platte Landing Park. Blakeslee will provide an update of his progress at the June CLARB meeting.

Platte Landing Park Update

Kirk Rome said he will discuss updates and answer any questions during the walk through of Platte Landing Park immediately after the meeting is adjourned.

Park Headquarters Update

Tom Barnard advised that at the park headquarters they are looking to paint the grey conduits to a color that will be closer match to the color of the stone. The Douglas Fir braces and the fascia metal are projects to be completed soon.

“Tree City USA”

Tom Barnard added that Parkville’s Arbor Day was completed and was a success. A Crabapple Tree and a Black Gum Tree were planted in the City Parking Lot next to the Farmer’s Market on April 25, 2014.

Other Business

Neil Davidson presented information provided to him by Kevin La Point a Tree Forrester in Kansas City pertaining to treating trees that are infested with the Emerald Ash Borer. With multiple trees, you get a discount price of \$80.00/tree.

Adjourn

Laura Ozenberger motioned to adjourn the meeting at 8:10 P.M. Michelle Flamm seconded the motion. Motion approved 6-0. The Board proceeded to Platte Landing Park to assess the progress.

Respectfully submitted: _____ Tom Barnard, Parks Superintendent

APPROVED: _____ Kirk Rome P.E. Public Works Director

_____ Michelle Flamm, Chairman

Community Land and Recreation Board Meeting

June 11, 2014

MINUTES

Meeting 103

The meeting was called to order at 7:03 pm. Roll was called by Tom Barnard. Members present were, Michelle Flamm, Laura Ozenberger, Bill Noble, Neil Davidson, Dave Kreher and Phil Wassmer. Kendall Welch / Liaison and Adam Zink were absent with notice. Mayor Nan Johnston, Lauren Palmer, Kirk Rome, Tom Barnard, and Tim Blakeslee were present from the City.

Laura Ozenberger motioned to approve the minutes from Meeting 102. Bill Noble seconded the motion. Motion approved 5-0.

Public Input: None.

CONSENT ITEMS:

Action Item 1. CLARB 14-103-01. Parkville Days – Danelle Nichols and Tom Hutsler with Main Street Parkville Association reserved English Landing Park to celebrate the 46th Annual Parkville Days. The theme for the event is Platte County's 175th Birthday. The event is to take place Friday, August 22nd from 6:00 pm to 10:00 pm, Saturday August 23rd from 10:00 am to 10:00 pm and Sunday, August 24th from 10:00 am to 6:00 pm. They are expecting a crowd of 10,000 to 20,000 people over the 3 day period. There will be a 5K run, Wild West on Main Street, a parade, live music, a carnival and a water bird show. The organizers will be applying for a liquor license. They also requested to use ball field #1 for overflow parking. MSPA has secured \$2 million in insurance and there will be a Parkville police presence at the event. Neil Davidson motioned to approve subject to Tom Barnard's approval of parking on the ball field. Bill Noble seconded the motion. The motion passed 5-0.

Action Item 2. CLARB 14-103-02. – Park University Alumni Event-

Julie McCollum/ Coordinator presented Alumni Homecoming Party at McKeon Stage to the CLARB committee. The event is slated for September 19th from 7:00pm to 11:00pm at English Landing Park. She is expecting a crowd of approximately 300 people. This event is open to the public if they would like to come. There will be a Karaoke contest, a D.J. and volleyball from 7pm-8pm. The American Legion will be selling beer and wine. She has secured insurance in the amount of \$ 2 million dollars. Her committee will be responsible for clean- up. Phil Wassmer moved to approve the Harvest Festival. Bill Noble seconded the motion. The motion passed 5-0.

Discussion and Information:

Christmas on the River- Winter Wonderland Park Initiative.

Tom Hutsler and Danelle Nichols from the Main Street Parkville Association presented the Christmas on the River, Winter Wonderland Park Initiative. This event is scheduled to begin November 21st, 2014. The MSPA has partnered with the Parkville School

District and have re-secured the 1,000 voice choir. Tom Hutsler and Danelle Nichols presented the concept of a Winter Wonderland in the park where they wish to expand the Christmas on the River Event so that the downtown Parkville lighting will coincide with the lighting of English Landing Park. They would like to fashion the lighting of the Park in a similar manner to Longview Lake in South Kansas City featuring approximately 20-30 displays. They have envisioned the community coming to view the lights, shopping downtown, visiting Santa's house, buying a Christmas tree from the local Boy Scout troop and possibly eating at a downtown restaurant. The theme of the Event will be "Christmas Winter Wonderland". The displays will be lit for 30 nights starting 11/21/14 from 6pm-9pm. Funding for this event will be primarily through donations and sponsorships which will pay for electricity and marketing. Their intent is to possibly partner with KCPL. At this point, they are not sure if they will be asking for an event fee from participating businesses. Theft, vandalism and safety are a concern. Danelle Nichols and Tom Hutsler will be gathering more information to present to the CLARB committee via email. No decisions will be made until the CLARB committee reconvenes.

Event Guidelines and Process Updates- Tim Blakeslee

Tim Blakeslee gave an update on the progress of the event guidelines and application processes. First, he has added a three tiered event process. He has tailored the event application process to the size and scope of the event. Next, he wants to update the fee structures. He would like the input of the CLARB committee to finalize all of his addendums. Questions that were discussed are: Will the City implement a non-refundable application fee? Within how many days can an event fee be refunded, minus the application fee? Thirty? Sixty? Will the City be implementing an hourly shelter rental rate? Will the current shelter rental fee be increased? Will event fees remain the same if the event is encompassed in both parks? Is there a discount for using both parks? What should be charged for reserving the amenities for an event example, dog park or boat ramp? What will the event fee be for using Platte Landing Park? What is the usage fee for an organized event on the boat ramp? Will the City be implementing Peak Hour Shelter Reservation Fees for the 4th of July or Memorial Day, etc.? These questions will be addressed at the July CLARB meeting.

Platte Landing Park Update- Kirk Rome

Tom Barnard and his crew hydro- seeded the park areas that were eroded by the rain. Contractors will fix the remaining areas. Platte Landing Park will open June 21, 2014 at 10:00 am. There will be hot dogs, the Parkville Community Band and a Ribbon Cutting Ceremony.

Park Headquarters Update- Tom Barnard

Tom Barnard needs additional help at the park. He was responding to the topic of making the shelter reservation hourly. If more weekend park manpower is required, it takes away from the employees weekly hours. The topic will be revisited in the July meeting

“Tree City USA”- Tom Barnard

2013-2014 Inventory is completed. We are waiting for the reimbursement. They targeted some trees that are hazardous and need to be removed. We are currently waiting for approval. Tom Barnard will also be updating the committee on the progress of the Ash tree treatment/removal.

Other Business:

Six to Seven percent of the trees in English Landing Park are Ash trees. Approximately 50 trees. The highest profile area is in the parking lot. Tom Barnard will be looking into getting a bid for treatment from the Emerald Tree Borer. Neil Davidson suggested replacing all of the Ash trees. Michelle Flamm suggested an adopt a tree program which would include listing the names of the people that adopt a tree on a plaque posted at the park along with posting their names on the website. The adopt a tree program would be introduced to the community at one of the park events and FOPAS would also be included. Tom Barnard will bring more information to the August meeting.

Neil Davidson met with the Missouri Department of Conservation looking for a place to tie up the pontoon boat on the river bank. It was difficult because of the rock placement. The Missouri Department of Conservation suggested pulling up in the sandy area or purchasing a wedge to put in the water making it easier to tie up the boat. Mr. Rome will look in to Grant money purchasing a tie off for the barges.

Adjourn

Neil Davidson motioned to adjourn the meeting at 8:36 P.M. Bill Nobel seconded the motion. Motion approved 5-0.

Respectfully submitted: _____ Tom Barnard, Parks Superintendent

APPROVED:

_____ Kirk Rome P.E. Public Works Director

_____ Michelle Flamm, Chairman

Community Land and Recreation Board Meeting

July 9, 2014

MINUTES

Meeting 104

The meeting was called to order at 7:03 pm. Roll was called by Tom Barnard. Members present were, Michelle Flamm, Laura Ozenberger, Bill Noble, Neil Davidson, Dave Kreher, Phil Wassmer, Adam Zink and Kendall Welch / Liaison, Kirk Rome, Tom Barnard, and Tim Blakeslee were present from the City. We welcomed two new board members Chris Cardwell and Bill Gresham.

Laura Ozenberger motioned to approve the minutes with revisions from Meeting 103. Adam Zink seconded the motion. Motion approved 9-0. (Staff to present revised minutes at next meeting.)

Public Input: None.

CONSENT ITEMS:

Action Item 1. CLARB 14-104-01 - Paws in the Park –

Kathy Baker will be the coordinator for the annual Paws in the Park fundraiser for the local animal shelter to be held in English Landing Park. She is expecting 1500-2000 participants. The event is to take place September 13, 2014 from 5:00 a.m. to 1:30 p.m. The event fee will be \$300. She has secured a \$2 million insurance policy. There will be approximately 40 vendors.

Action Item 2. CLARB 14-104-02-- Volleyball League-

A sand volleyball league sponsored by the YMCA in Parkville will take place on Sunday evenings in English Landing Park if applicant turnout is sufficient. Mistakes were discovered in the agreement so Adam Zink motioned to approve the agreement with changes to be brought back to the August meeting.

Action Item 3. CLARB 14-104-03- Cub Fun Run

Angie Currey will coordinate the Gerner Center Cub Fun Run. This is a fundraiser for the Gerner Education Center. There will be a 5K run followed by a family walk. This event is slated for September 6, 2014 from 7:30 a.m. to 12:00 p.m. at English Landing Park. She is expecting a group of approximately 500 people. They have reserved the East and West Shelters. A group of volunteers will be responsible for the clean-up. The event fee will be \$300 + \$50 for an additional shelter. A \$1 million insurance policy will be required.

Action Item 4. CLARB 14-104-04- Parkville Days-

Main Street Parkville Association will sponsor the 46th Annual Parkville Days. The Theme of the event is Platte County's 175th Birthday. This community event is in expectance of 10,000-20,000 people over a 3 day period. August 22nd, 23rd and 24th. There will be a carnival, parade, Wild West Show, Wings over Water Bird Show and live

music at the River Shelter. The event fee will be \$300 /day a \$2 Million insurance policy will be required. Off-duty Parkville Police Officers will be required for the event. Adam Zink motioned to approve the Action Items 1, 2, 3 and 4 with the updated changes for the volleyball agreement coming back to the Board at the August Meeting. Neil Davidson seconded the motion. Motion approves 9-0.

Action Item 5. CLARB 14-104-05 – Liver Life Walk –

Richard Mattler approached the Board for an inaugural event at English Landing Park. The event will be the Liver Life Walk, an American Liver Foundation fundraiser. Mr. Mattler is expecting a crowd of 150 on Saturday, September 20, 2014. Registration will be held from 9:00 a.m. and the walk begins at 10:00 a.m. The West Shelter has been reserved for this event. Mr. Mattler has will provide a \$1 million insurance policy prior to the event and a \$300 event fee will be required. Neil Davidson motioned to approve the event and Adam Zink seconded the motion. Motion was passed 9-0.

Action Item 6. CLARB 14-104-06- Platte County Community Center South 4 Mile Run-

Christina Burns presented the idea of a YMCA Race to serve as a fundraiser to supply scholarships for youth sports programs in the Northland. This is a 5K evening race starting with the mile loop from English Landing Park and encompassing the new loop in Platte Landing Park. Ms. Burns is expecting from 250-300 participants. This event is scheduled for September 26, 2014 from 4:30pm to 7:30 pm. The YMCA has also reserved McKeon Stage. A \$1 million insurance policy will be required with the \$300 event fee. Laura Ozenberger moved to approve the event. Adam Zink seconded. The motion passed 9-0.

Discussion and Information:

Event Guidelines and Process Update – Tim Blakeslee

Tim Blakeslee presented the Event Guidelines update. Tim submitted a draft of the *Special* Event Permit Information and *New* Event Application, the Event Rules and Conditions and the *Repeat* Event Application packets. Each packet included detailed information and examples of the upcoming event guidelines. Mr. Blakeslee is looking for feedback from the board and will be communicating with them via email for any suggestions they may have. Tim will be bringing additional updates to the August meeting.

Dog Park/ KCP&L Tree Grant- Tim Blakeslee

Tim Blakeslee presented the KCP&L Tree Grant. He hopes to submit a request from the City that if approved, will provide a grant from \$500-\$3,000.00 for the purchase of planting trees in the Dog Park in Platte Landing Park. The grant due date is August 15th. If approved, staff will take the request to the Board of Aldermen for approval. Adam Zink suggested that if we receive the money, he will reach out to his contacts to see if they will donate some trees from their farm. If the grant is awarded, staff will come back to CLARB with a plan for planting the trees.

“Tree City USA”- Emerald Ash Borer- Bret Cleveland

Bret Cleveland discussed the affect of the Emerald Ash Borer on the trees in Parkville. Mr. Cleveland brought to the attention of the Board that the Emerald Ash Borer had already been in Parkville 6-8 years before he discovered the infestation. There are approximately 40 Ash trees in English Landing Park. Of the 40 trees, 20 are in the English Landing Park Parking Lot. All 40 of the trees have already been affected by the Emerald Ash Borer. Cleveland anticipates that the trees will possibly die within 2-3 years at the most if not treated. One liter of the treatment costs \$500.00 which would treat 3 trees and would need to be repeated every 2 years. Mr. Cleveland does not recommend the treatment to be the best decision as it will be very expensive in the long run. Mr. Cleveland, Mr. Barnard and the Board members discussed coming up with a good fall tree planting plan that would eventually replace the current diseased Ash trees in the parking lot, and treating a select number of mature trees in English Landing Park.

Pedestrian / Bike Signs PLP- Michelle Flamm

Michelle Flamm suggested replacing existing faded signs and posting more *bicycle yielding the right of way to pedestrian* signs in the park. The Board discussed beefing up the signage at the cross walk and posting the distance around the park. Benches were also discussed as a good addition to the loop trail in Platte Landing Park.

Other Business: Michelle Flamm gave special thanks to Neil Davidson for the Platte Landing park” Kick Off”. She accredited the event to being a great success. Phil Wassmer, Laura Ozenberger and Adam Zink were also in participation.

Adam Zink brought to the attention of the Board that he’d visited the boat ramps and could not find a place to tie off the boat on the boat ramp. Kirk Rome mentioned that there were 2 cleats installed in the ramp but that they are possibly under water due to the high river level. Mr. Zink said he would like to see more tie offs installed where people can see them.

Neil Davidson inquired about the Anniversary of the Waddell Bridge. There was no information by or on the bridge and it’s not in the registry. Kirk Rome said he would look into it.

Adam Zink gave a special thanks to Dave Kreher for his devoted service to CLARB.

Adjourn

Adam Zink motioned to adjourn the meeting at 8:23 P.M. Bill Nobel seconded the motion. Motion approved 9-0.

Community Land and Recreation Board Meeting

August 13, 2014

MINUTES

Meeting 105

The meeting was called to order at 7:00 pm. Roll was called by Tom Barnard. Members present were, Michelle Flamm, Laura Ozenberger, Bill Noble, Neil Davidson, Phil Wassmer, Adam Zink, Chris Cardwell, Bill Gresham and Kendall Welch / Liaison. Kirk Rome, Tom Barnard, and Tim Blakeslee were present from the City.

Adam Zink motioned to approve the minutes with corrections noted from Meeting 103 and 104. Michelle Flamm seconded the motion. Motion approved 8-0.

Public Input: None.

CONSENT ITEMS:

Action Item 1. CLARB 14-105-01 – Ian’s Rainbow- Tom Barnard

Tom Barnard presented Ian’s Rainbow, a fundraiser to raise awareness for Influenza. This is a walk/run in English Landing Park. Julie Moise, the event manager is expecting a group of 300-400 people on October 11, 2014 from 8am -1pm. A \$1 million insurance policy will be required for this event in addition to the \$300 event fee. Their vendors will be corporate sponsors. The event will be responsible for clean- up.

Action Item 2. CLARB 14-105-02– Sand Volleyball Court Use Agreement-

The Sand Volleyball League Agreement was amended and presented to the Board for approval. The agreement with the Platte County Community Center will be for Sunday nights through October. Laura Ozenberger motioned to approve both Ian’s Rainbow and the Sand Volleyball Use Agreement. Chris Cardwell seconded the motion. Motion approved 8-0.

Action Item 3. CLARB 14-105-03- Parktoberfest- Mark Valentine

Mark Valentine, event manager of Parktoberfest presented his event. This event is to take place October 4, 2014 at English Landing Park from 8am–8pm. Valentine is expecting a crowd of 2,000-5,000 participants. The Friends of Parkville Parks will raise money through this event from sponsorship and the vendor donations after their costs have been covered. Activities consist of a 5K run scheduled for 8am. There will be live music from 1pm- 8pm. The pre-concert performers will be a retro 80’s band, School of Rock and Outlaw Jim with the Whiskey Benders; the featured performer will be the Fleetwood Mac tribute band Landslide. In addition, there will be children’s activities consisting of Ninja Warrior Contests, Halloween Practice Parade, Dress up Booth and October Skies Competition (rocket launches).

Mark Valentine also presented the layout of Parktoberfest at McKeon Stage. Brightly lit Banners attached with bungees and scaffolding which would act like a theatre and a stage. The layout is not expected to bear weight. The Public Works Director has asked for Valentine to present a work plan for the layout and an inspection by Kirk Rome will be executed when construction is complete. The event will provide \$2 million liability

insurance and will be responsible for clean-up. Motion approved 6-0 with Adam Zink and Bill Noble abstaining since they both are members of FOPP.

Action Item 4. CLARB 14-105-04- Bringing Up the Rear- Adam Zink

Adam Zink, event coordinator, presented an addendum to the 3rd Annual, Bringing up the Rear to include a 10K race that will take place in Platte Landing Park. This event is scheduled for October 5, 2014 from 6:30 am- Noon in English Landing and Platte Landing Parks. This is a fundraiser to bring awareness to colon cancer. Zink is expecting a crowd of 450-500. Participants will be running through a giant, blow up colon. Chris Cakes will be serving pancakes after the race. This will be free of charge for registered participants. The event is requesting a small fee for unregistered participants. There will also be a DJ commentator announcing the race. The event has secured a \$1 million insurance policy and group volunteers will be responsible for clean- up. Laura Ozenberger motioned to approve the event. Neil Davidson seconded the motion. Motion approved 7-0 with Adam Zink not voting.

Action Item 5. CLARB 14-105-05- Steamboat Arabia Marker and Sign- Neil Davidson

Neil Davidson presented the proposed sign, language, and location for a historical marker for the Steamboat Arabia to be placed in English Landing Park across the river from where the boat sunk. The Park's Department would do the installation once the marker is purchased and delivered. Adam Zink motioned to recommend the marker and sign as stated for Board of Aldermen approval. Phil Wassmer seconded the motion. Motion approved 8-0.

Action Item 6. CLARB 14-105-06- Platte Landing Park Entrance Road- Kirk Rome

Kirk Rome discussed the naming of the new road into Platte Landing Park. After consulting with the County, City and the Mid-America Regional Council the best option was considered to be Platte Landing Park Drive. Phil Wassmer motioned to recommend the naming of the road to Platte Landing Park Drive to the Board of Aldermen for approval. Neil Davidson seconded the motion. Motion passed 8-0.

Discussion and Information:

Event Guidelines and Process Updates – Tim Blakeslee

Tim Blakeslee presented the updates to the event guidelines and application process. CLARB voted for or against the proposed changes in order for said changes to be implemented.

1. Quarter time block approved 8-0. (Tom suggested more manpower will be needed for clean- ups if the shelters are reserved on a more frequent basis).
2. Combining Resident / Non- resident rates as one fee. Not approved 7 to 1.
3. Add "peak times", "special event" and "holiday" rates .Approved 8-0.
4. Peak time, special event and holiday rates.... \$50.00 Residential, \$60.00 Non-Residential.
5. Non- Peak time rates... \$25.00 residential fee and \$35.00 non- residential
6. The Event fee should continue to include 1 shelter. Approved 8-0.
7. Additional Event shelters will come at an additional fee. Approved 8-0.

“Tree City USA”- Tom Barnard

Tom is gathering quotes for the treatment of one of the Emerald Ash Trees in English Landing Park. Also Barnard is awaiting news on the recent submitted TRIM Grant to offset the cost of hazardous tree removal.

Pedestrian signage – Tom Barnard

Barnard advised that the bicyclist must yield the right of way to pedestrians. One sign has been replaced in the park since the last meeting. The cost to replace a sign ranges from \$20.00- \$35.00. There is also one sign in inventory but it is severely faded. Tom is looking into adding at least 3 more signs to the parks.

A-Truss Bridge Historical Marker- Tom Barnard

Barnard stated that there are two plaques on the Waddell Bridge. One identifies when the bridge was built and another sign when the bridge was re-erected at the present site. Before the bridge is a cedar enclosed information marker explaining detailed history of the bridge. However, there is nothing in the Historical Registry. Barnard will research what entails adding the Waddell Bridge to the National Historical Registry.

Other Business:

Tom Barnard had an amendment to the Heartland Partners in Caring fundraiser that he presented to CLARB for approval in May. The Heartland Partners would like to omit a DJ, but would like to add a band to perform and utilize McKeon Stage. This addendum will bring in an additional \$125.00 to the City in fees. The Board had no objections to the new proposal.

Neil Davidson presented **Dip-N-Dogs**. Dog owners can swim in the County pool with their dogs the weekend of September 6th and 7th and the **Dorothy Cabin Tour** September 20th. Davidson also advised the Board that the Missouri Department of Conservation (MDC) could have grant money available for a boat dock that might be suitable for the steep slope at Platte Landing Park. Available funds are within the \$15,000.00 to \$20,000.00 range. Board Member Zink suggested that we look into the cost to add a functional dock in Platte Landing Park. Kirk Rome agreed to call Jake with MDC and figure out what the next step will be.

Neil Davidson advised the Board that the County is considering taking some of the Parks' money approved by the voters and using it for law enforcement/jails. A study was made by consultants for a new jail which will be placed on the November ballot to be voted on. Their goal is to reduce the Parks ½ cent allotment down to 3/8th and the 1/8th cent will be allocated to the law enforcement/jail tax. Brian Nowotny, Platte County Parks Director has a meeting August 14th, 2014 at 2:00 p.m. to present the budget after he's reallocated the funds we've previously promised. This change can affect our grant requests. Neil will send the commissioners' email addresses to the CLARB members who cannot attend the meeting. There is an October 24th deadline so that it can get on the November ballot.

Adjourn

Adam Zink motioned to adjourn the meeting at 8:23 P.M. Bill Noble seconded the motion. Motion approved 8-0.

Respectfully submitted: _____ Tom Barnard, Parks Superintendent
APPROVED:

_____ Michelle Flamm, Chairman

Community Land and Recreation Board Meeting

September 10, 2014

MINUTES

Meeting 106

The meeting was called to order at 7:00 pm. Roll was called by Tom Barnard. Members present were, Michelle Flamm, Adam Zink, Neil Davidson, Bill Noble, Phil Wassmer, Chris Cardwell, William Gresham, Susan Robb and Kendall Welch / Liaison. Tom Barnard and Tim Blakeslee were present from the City. Laura Ozenberger was absent with notice.

Michelle Flamm motioned to approve the minutes from Meeting 105. Neil Davidson seconded the motion. Motion approved 8-0

Public Input: None.

CONSENT ITEMS:

Action Item 1. CLARB 14-106-01 – Park Hill African American Scholars of Tomorrow (PHAAST)

Tabatha Todd, event coordinator, represented the Park Hill student group PHAAST. The desired date for the 5K Run/Walk fundraiser is October 25, 2014. Registration will begin at 7:00 a.m. The run/walk location will be English Landing Park, starting at 8:00 a.m. and ending before noon. Todd is expecting a crowd of approximately 300 people. The Event fee is \$300.00. Liability insurance requirement will be \$1 Million. Electricity is \$10.00/unit. The West Shelter is reserved for this event and volunteers will be responsible for clean up.

Action Item 2. CLARB 14-106-02– Parkville Turkey Trot

Tom Barnard presented an addendum to the annual Thanksgiving Day Turkey Trot which is scheduled to take place November 27, 2014. This year, the event coordinator wishes to incorporate Platte Landing Park's trail structure as part of the route.

Adam Zink motioned to approve agenda item 1 and 2 as stated. Neil Davidson seconded the motion. Motions passed 8-0

Action Item 3. CLARB 14-106-03- Christmas on the River- Tom Hutsler

Tom Hutsler presented Christmas on the River scheduled for November 21, 2014 on the Farmer's Market, Main Street parking lots between Main St. and McAfee from 6:00pm until 9:00pm. The focal point of the event is the 1,000 voice choir returning to the event and performing around 8:00 p.m. There is a crowd expectation of approximately 5,000. The Grigsby Lifetime Achievement Award will be presented. The largest expense for the MSPA will be 35 shuttle busses that will provide transportation from 5:30 pm until 11:00 pm. No shelters will be reserved for this event. Off duty Parkville Police will be requested. Three Hot air balloons, Santa Clause, Santa's House, sky lanterns, fireworks, a hayride and a bonfire are the scheduled attractions.

Neil Davidson motioned to approve Christmas on the River on November 21st without the sky lanterns, otherwise as stated per the attached interview sheet. Phillip Wassmer seconded the motion. Motion passed 8-0

Action Item 4. CLARB 14-106-04-Event Guidelines & Approval Process- Tim Blakeslee presented an updated version of the Event Guidelines and Approval Process. The Board questioned what the actual accrued parade cost would be to the City. Staff agreed to research the parade fees of other cities and present the information to the Board at the next meeting. Blakeslee hopes to finalize the Event Guidelines and Approval Process at the October meeting.

Discussion and Information:

Winter Wonderland Initiative – Tom Hutsler & Main Street Parkville Association- Tom Hutsler represented the MSPA. MSPA will invite vendors to set up holiday decorated light displays in English Landing Park from McAfee and Bush Drive. There are 6 businesses that have shown interest in participating with this initiative at this point. The goal is 20-30 businesses confirmed by October 3, 2014 in order for the Association to proceed with this event. The Business Participation fee will be \$395.00. All light display sponsors/vendors will have a valid City of Parkville business license. All displays and electrical connections will be inspected and approved by the Fire Marshall. The MSPA will submit a traffic and security plan for review and approval by the Parkville Police Department. The MSPA will be charged \$300.00 per day plus \$10.00 per electric pedestal per day of the event. MSPA will submit a volunteer plan and must recruit adequate volunteers to support this event. The volunteer plan must be reviewed and approved by the City of Parkville This event will take place from Friday November 21- Sunday, December 28th. Hutsler will discuss with the police department and legal staff what we will do with the surveillance cameras after the event is over.

Michelle Flamm made a motion to extend this event over 7 days with Board of Aldermen approval based on the Board extending the maximum length from 7-38 days and recommending the event fee be capped at \$2100 (\$300 Event Fee x 7 days). Adam Zink seconded. Motion passed 8-0

Chris Cardwell motioned to approve the event based on the conditions of the email with the exception of the installation of the video camera. Adam Zink seconded. Motion passed 8-0

Adam Zink motioned to approve security cameras for this event only for 38 days subject to staff and police department recommendation. Chris Cardwell seconded. Motion passed 8-0

“Tree City USA”- Tom Barnard received notification that the Tree Resource Improvement and Maintenance Grant he submitted in the spring was accepted. The grant

will go towards the removal or pruning of declining trees where professional tree workers and equipment is necessary.

Pedestrian signage – Tom Barnard stated that 3 additional “Bicyclist must yield the right of way to pedestrians” signs were erected. Two were installed in Platte Landing Park and one in English Landing Park.

A-Truss Bridge Historical Marker- Tom Barnard confirmed that the A Truss Bridge in English Landing Park is properly identified in the National Historical Registry.

Other Business:

- Tom Barnard has been in discussions with Platte County on a direction with the control of almost 100 acres of weeds and Johnson grass in Platte Landing Park. Currently the best solution he has determined is a controlled burn or prescribed burn. Contracting out a tractor with a large brush hog attachment would cost in excess of \$3,500. The Parks department does not have equipment needed to maintain the large area of Johnson grass. Further discussion will pursue with Board members and contacts and be discussed at October’s meeting.
- The Board members welcomed Susan Robb the newest member of the CLARB. Susan Robb moved to Parkville from out of state. She has been a resident of the Parkville community for approximately 6 years. Her background is Environmental Education and Parks and Recreation.
- Michelle Flamm motioned that Adam Zink be appointed the Secretary of CLARB. Neil Davidson seconded the motion. Motion passed 7-0
- Chris Cardwell was appointed to the Tree Committee and will be working with Tom Barnard on future projects.

Adjourn

Adam Zink motioned to adjourn the meeting at 8:23 P.M. Michelle Flamm seconded the motion. Motion approved 8-0.

Respectfully submitted: _____ Tom Barnard, Parks Superintendent
APPROVED:

_____Michelle Flamm, Chairman

Community Land and Recreation Board Meeting

October 8, 2014

MINUTES

Meeting 107

The meeting was called to order at 7:00 pm. Roll was called by Tom Barnard. Members present were, Michelle Flamm, Laura Ozenberger, Adam Zink, Neil Davidson, Bill Noble, Chris Cardwell, William Gresham, Susan Robb and Kendall Welch / Liaison. Tom Barnard and Tim Blakeslee were present from the City. Phil Wassmer was absent with notice.

Adam Zink motioned to approve the minutes from Meeting 106. Neil Davidson seconded the motion. Motion approved 8-0

Public Input: None.

ACTION AGENDA:

Action Item 1. CLARB 14-107-01 –Phil and Erin Stump approached the Board to host the Synergy 5K Run / Walk in English Landing Park. The Synergy Run for Toys will be held on December 6th. The event is anticipating 100 runners/walkers. \$1 million dollar certificate of insurance will be required in addition to the \$300 event fee. Adam Zink motioned to approve the event. Laura Ozenberger seconded the motion. Motion passed 8-0.

Action Item 2. CLARB 14-107-02– Joe Fox expressed his desire to do return to English Landing Park for the Boss Cross Cyclocross Race. The desired date for the bicycle race would be December 13th. Mr. Fox will have the course stay clear from areas where fall seeding was completed. The course will be approved by staff before the race. A \$500 deposit will be required to reseed any worn areas from the race path. The event fee will be \$300 with a \$2 million insurance policy. Adam Zink motioned to approve the event as stated. Bill Noble seconded the motion. Motion passed 8-0

Action Item 3. CLARB 14-107-03- The Winter Wonderland Initiative and Tom Hutsler

Tom Hutsler presented the idea of the Winter Wonderland Initiative going back into the park with one vendor doing various decorations in English Landing Park. He introduced Ron Adams, Scout Troop Leader of Pack 333. Mr. Adams has several outdoor decorations, approximately 65, mostly inflatable decorations that would be placed in English Landing Park for the 38 days of the Christmas season. The scout troop would be helping with donations and manning the decorations Thursday thru Sunday evenings. Adam Zink was concerned about the decorations being left out with tripping hazards from the decorations and the electrical cords while the park was unattended during off peak times. Tom Hutsler commented on still implementing cameras with staff approval. Kendall Welch mentioned that the security plan was supposed to be reviewed by today and that it wasn't submitted to the City for review. Alderman Welch was concerned if the

MSPA minutes represented the vision that was brought forth to tonight's CLARB meeting. Hutsler stated that the steering committee voted at yesterday's meeting for the current plan of 1 vendor. Zink stated that whether the MSPA approved the current plan or not that the plan is before the Board and was still concerned with the safety aspects of the plan.

Hutsler also discussed a plan for a 30' high steel Christmas Tree in the south parking lot between Main and East Streets. The tree would have a 12' base. City Staff would require a submitted safety and site plan before approval. Motion passed 7-1.

NON-ACTION AGENDA

- A. Discussion on a proposed revision to the Guidelines for Events in Parkville (2014) regarding vendor licenses.** Concerned event chairs were concerned over the requirement of business licenses for all the vendors doing long standing events in Parkville. Linda Arnold stated that fees and code requirements are already currently tough on artist and vendors to make a profit. A show of hands from CLARB showed all in favor of not charging vendor fees for 501C3 organizations.
- B. Discussion on a proposed revision to the Guidelines for Events in Parkville (2014) regarding the cost of parades.** Tim Blakeslee stated the current cost to the Police Department is between \$1500-\$2000. The Board discussed not having any new parades and if a new parade was presented that it should be computed at actual cost. The Board discussed the economic and benefit of community for having parades as an expected worthwhile and valued benefit of the community, which the group wholly supported. Board sentiment was that current parades shouldn't have additional fees.
- C. Discussion on Parks Division Capital Improvement Program (CIP).** Chris Cardwell felt that the items were in line with department needs. Items were discussed by staff to the Board for clarification.

Staff Updates on Activities:

Christmas Tree in Pocket Park – Danelle Nichols would like to move the annual Christmas Tree from the upper deck of Pocket Park to the concourse area below for better accessibility and viewing. Graden School will be helping with decorating the tree this year. There was no opposition to the change in location.

Prescribed Burn – Tom Barnard stated he has met with Platte County Parks and Missouri Department of Conservation on moving forward with the prescribed burn for the Johnson Grass in Platte Landing Park. Barnard said volunteers will be needed, but a short notice may have to be the case with favorable timing for optimum weather conditions. A time in November will be best suited for the burn. Board Member Cardwell thought that the large concentration of Johnson Grass could be a valuable education

experiment for the future control of the invasive grass. Susan Robb may be able to help with a volunteer base for the burn.

“Tree City USA”- Tom Barnard stated that Marshall’s Nursery in Kearney, MO has the best variety of trees for the dog park which was made possible by the Kansas City Power and Light Grant which was submitted earlier this summer. Barnard will arrange for delivery in late October.

Miscellaneous Items from the Board

Michelle Flamm suggested planning for possible bench locations and appropriate pricing in Platte Landing Park with that stage of development on the horizon.

Tom Barnard suggested discussing Outreach Grant ideas at our next meeting. Grant applications will be available after December 1 and deadlines will be January 30th, 2015. A canopy for the dog park entrance for shade and protection from the elements was an idea that was stated. Adam Zink suggested a chain link backstop versus nylon netting was also an idea that was mentioned for Grigsby Field. Playground equipment for Platte Landing Park was brought up for discussion, but consensus was to wait for the recreation phase of the park to begin before implementing. Neil Davidson thought that current dollar allocation from Platte County for the park would not be available for 2015. Also the question was asked how Platte County would be of assistance with recreation infrastructure.

Adjourn

Adam Zink motioned to adjourn the meeting at 9:00 P.M. Neil Davidson seconded the motion. Motion approved 8-0.

Respectfully submitted: _____ Tom Barnard, Parks Superintendent
APPROVED:

_____Michelle Flamm, Chairman

Community Land and Recreation Board Meeting

November 12, 2014

MINUTES

Meeting 108

The meeting was called to order at 7:02 pm. Roll was called by Tom Barnard. Members present were, Michelle Flamm, Laura Ozenberger, Adam Zink, Neil Davidson, Chris Cardwell, Phil Wassmer, William Gresham, and Susan Robb. Liaisons, Kendall Welch and Marc Sportsman present. Tom Barnard and Tim Blakeslee were present from the City. Bill Noble was absent with notice.

Citizen Input - None

Consent Agenda

Laura Ozenberger recommended that a summary of the outcome of the Main Street Parkville Association's Winter Wonderland initiative be stated in the minutes. Neil Davidson motioned to approve the minutes with that revision being added to the minutes. Adam Zink seconded the motion. Motion approved 8-0

Action Agenda

Action Item 1. CLARB 14-108-01 Tim Blakeslee submitted the final revisions Guidelines for Events in Parkville and updated the Board on those revisions. Adam Zink motioned to approve the final revision of the Guidelines for Events in Parkville. Neil Davidson seconded the motion. Motion approved 8-0

Action Item 2. CLARB 14-108-02– Tom Barnard submitted a calendar for 2015 from events that have expressed interest in returning to English Landing Park for 2015. Barnard stated that submitted events have had a good history with working with the City and like to plan ahead for the upcoming calendar year. The events will be subject to the new guideline procedures when approved from the Board of Alderman. Phil Wassmer motioned to approve the dates for the 2015 Calendar. Adam Zink seconded the motion. Motion passed 7-1

Action Item 3. CLARB 14-108-03- Tom Barnard revisited Outreach Grant ideas from October's meeting and proposed targeted ideas for the upcoming Outreach Grant. Public restroom expansion or rebuilding is a high priority on public needs at English Landing Park. Some budgeted dollars are available, so it was concluded this should be the highest priority for the 2015 Outreach Grant. Another desired priority discussed was a shade structure over the entrance of the small and large dog park area. Barnard stated that estimates for a 40 x 30 structure would cost approximately \$10,000. Phil Wassmer motioned to approve the two ideas for the 2015 Outreach Grant. William Gresham seconded the motion. Motion approved 8-0.

NON-ACTION AGENDA – No non-action items.

Staff Updates on Activities:

Ash Tree Replacement Strategy - Tom Barnard submitted a plan to remove some declining ash trees and implementing more tree diversity in the south parking lot between East and Main Street. With the parking lot predominantly containing ash trees, the susceptibility to the Emerald Ash Borer is extremely high. With the recommendation of local arborist it will be cost effective to begin tree diversification sooner rather than later. The plan submitted was met with approval and justification.

Prescribed Burn – Barnard recapped the November 12th volunteer effort with the prescribed burn in Platte Landing Park to eradicate the Johnson grass. A good plan and volunteer efforts could not overcome the moisture content in the grass stalks which didn't allow the grass to burn at a significant rate. The plan will be rescheduled when the lack of moisture and temperatures permit.

Tree City USA – Barnard will submit recertification for the Tree City USA program. If granted this will be Parkville's 25th year as a Tree City USA community.

Miscellaneous Items from the Board:

The concern of ADA accessibility in the dog park was the topic of discussion. It was noted that the entrance is accessible. A possible trail was discussed, but the ability to be totally accessible in a grass dog park may not be sustainable.

Adjourn

Neil Davidson motioned to adjourn the meeting at 7:55 p.m. Bill Gresham seconded the motion. Motion approved 8-0.