

Community Land and Recreation Board Meeting
January 14, 2015
MINUTES
Meeting 109

The meeting was called to order at 7:01 pm. Roll was called by Tom Barnard. Members present were, Michelle Flamm, Adam Zink, Bill Noble, Neil Davidson, Chris Cardwell, Phil Wassmer, William Gresham, and Susan Robb. Laura Ozenberger was absent with prior notice. Liaison, Marc Sportsman present. Alysen Abel, Tom Barnard and Tim Blakeslee were present from the City.

2. Citizen Input – Carla Dods representing Platte Land Trust, approached the Board about the desire to have native grasses and flowers along the Platte Landing Park trail between the trail and Highway 45. The goal is to have flowers bloom throughout the season and to help with the migration of the Monarch Butterfly. Maintenance responsibility for the native plants would be the Platte Land Trust volunteers. Mowing time would be done once a year by City Staff, but in turn will reduce mowing time throughout the normal mowing season. Susan Robb asked if there would be any signage. Dods responded yes while in progress and afterwards once established as well. Liaison Marc Sportsman inquired on how much they expected to ask with for the Outreach Grant. Dods responded about \$2 per sq. ft. and this would be approximately \$3,000 - \$4,000. Overall the Board felt this would be a nice addition to the 45 Highway corridor and great for viewing the Monarch Butterflies.

3. Consent Agenda

Adam Zink motioned to approve the minutes from the November 12th meeting. Susan Robb seconded the motion. Motion approved 8-0.

4. Action Agenda

No Action Items for Meeting 109

5. Non-Action Agenda

- A. Missouri River Clean Up.** Vicki Richmond executive director of the Healthy Rivers Partnership (HRP) is interested in a Missouri River clean-up project and would like to use the boat ramp at Platte Landing Park for coordination efforts. Richmond presented a slide show showing the groups commitment to river clean-ups, river education, and riparian restoration. With the extent of cost and public service being provided for this river clean up in the Parkville area, a fee waiver by city staff is recommended. CLARB will review the application and vote to approve the fee waiver at our February meeting. Richmond inquired about the possibility of an in-kind donation of a loader and operator to place river debris in a dumpster provided by HRP at the conclusion of the clean-up if possible.

- B. Discussion on a donation and public/partnership program for City Parks.** City Staff and CLARB discussed ways to better take advantage of future donation requests. City staff plans to create a donation program that includes a menu of items and/or projects that are good candidates for future donations in the city parks. As previously discussed with the Community Land and Recreation Board (CLARB), city staff believes there are a number of ideal locations for bench donations in Platte Landing Park and in English Landing Park. City Staff brainstormed with CLARB members about other possible donation ideas including trees, smaller donation zones, dog park amenities, shelters, and other park equipment. Discussion included creating a community fundraising opportunity for a large project and being sure to also recognize all donors. City staff plans to research and create a donation program for review and adoption by CLARB and the Board of Aldermen at a future meeting.

6. Staff Updates on Activities:

A. Parks

1. **Outreach Grant Update.** Tom Barnard submitted designs and pricing on shade structures at the dog park in Platte Landing Park. Maintenance free structures with metal roofs were favored over canvas type structures which didn't provide the durability needed along the river bottom. A design that was similar to the shelters in English Landing Park was favored. Barnard also updated the Board with the 1st priority on the Outreach Grant for a new restroom with expanded facilities to include a heated family restroom for year round use. He stated preliminary cost to be around \$200,000.
2. **Preliminary Shelter / Bench concepts for Platte Landing Park.** Barnard presented pictures of current Platte Landing Park so the Board could visualize possible areas for shelters and/or benches for the next phase of Platte Landing Park. The Board was asked what they would envision along the riverfront as this development progresses. Ideas suggested were limited and predetermined sitting areas that best fit with any implementation of shelter houses. Shelter house access (vehicles) could be limited with easements and perhaps a passive concept with fewer amenities would fit best in Platte Landing Park. Adam Zink mentioned solar lighting around the back loop of the Martin-Marietta Trail may help with some degree of security without being too obtrusive. Barnard stated he would look into cost and feasibility and thanked the Board for the ideas that were expressed.
3. **Tree City "USA".** Barnard stated that the Parks Department completed the Tree Resource and Improvement and Maintenance

Grant (TRIM). The Grant award of \$8,100 provided a large boost to maintain trees that were potential hazards around the playgrounds, shelters and other high profile pedestrian traffic areas. Barnard will submit a press release for the award and thanked the Missouri Department of Conservation.

7. MISCELLANEOUS ITEMS FROM THE BOARD

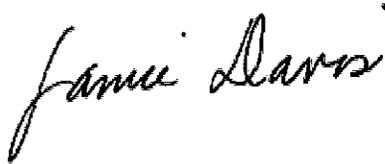
A. Reminder for February elections.

8. Adjourn

Adam Zink motioned to adjourn the meeting at 8:47 p.m. Bill Noble seconded the motion. Motion approved 8-0.

The minutes for January 14, 2015, having been read and considered by the Board, and having found to be correct as written, were approved on this the 11th day of February, 2015.

Submitted by:



Janice Davis

Community Land and Recreation Board Meeting
February 11, 2015
MINUTES
Meeting 110

The meeting was called to order at 7:01 pm. Roll was called by Tom Barnard. Members present were, Michelle Flamm, Adam Zink, Bill Noble, Neil Davidson, Chris Cardwell, Phil Wassmer, William Gresham, Laura Ozenberger and Susan Robb. Liaison, Marc Sportsman was absent with notice. Alysén Abel, Tom Barnard, Tim Blakeslee and Jan Davis were present from the City.

2. Citizen Input – No Citizen Input

3. Consent Agenda

- A. Approve the minutes for the January 14, 2014 regular meeting.**
Bill Noble motioned to approve the minutes from the January 14th meeting. Neil Davidson seconded the motion. Motion approved 9-0.

4. Action Agenda

- A. Board elections:**
1. Michelle Flamm motioned to re-elect Adam Zink as Secretary. Susan Robb seconded the motion. Motion approved 8-0
 2. Adam Zink motioned to re-elect Laura Ozenberger as Co-Chair. Michelle Flamm seconded the motion. Motion approved 8-0
 3. Adam Zink motioned to re-elect Michelle Flamm as Chair. Motion was seconded by Bill Gresham. Motion approved 8-0
- B. Parkville Cruise Nights:**
Danelle Nichols representing Main Street Parkville Association, approached the Board about Parkville Cruise Nights scheduled for the 1st Saturday each month starting in April through September with the exception of July 4th. Ms. Nichols stated that anticipated turnout would be enough to fill all three parking lots and had requested use of the Ballfield 1 for overflow parking, which would depend on favorable weather and at the rate of \$20/hr. In addition Nichols asked the Board to renew the previous years' fee of \$100 for each Cruise Night. Adam Zink asked if City retailers had benefitted from past Cruise Nights. Danelle introduced Troy Wilson, a Parkville jeweler, who stated he had gained 2 new out-of-state clients as a result of Cruise Nights. Neil Davidson motioned to approve the Cruise Night fee of \$100. Phil Wassmer seconded the motion. Motion was approved 9-0
- C. Parkville Microbrew Fest:**
Danelle described the 12th Annual Parkville Microbrew Fest scheduled for

April 25th. Admission booth would open at 11:00 a.m., with event hours from 1:00 p.m. to 5:00. Ticket price this year is \$35.00. Ticket prices last year were pre-event (\$30), day of event (\$33). Danelle asked the Board to help promote this event as it is Main Street Parkville Association's biggest fundraiser. MSPA has 100 volunteers to assist in setting up quads for brewers, with out-of-state brewers in one quad, and local brewers in the rest. Parkville police will be hired for security. To-date 59 brewers have committed their participation. Susan Robb suggested that a Beer Garden at the Dog Park in conjunction with the Microbrew Event would be successful. The event fee will be \$300 plus applicable fees for stage, shelters, Ball field #1, a \$1000 damage deposit and required insurance. Adam Zink motioned to approve Microbrew Fest Event. Bill Gresham seconded the motion. Motion approved 9-0

D. Missouri River Clean Up:

Vicki Richmond with the Healthy Rivers Partnership submitted a request to waive the event fee for the River Cleanup scheduled for May 9, 2015. Tom Barnard stated that as the Missouri River Clean Up was a benefit to the City, he felt the fee waiver was justified. Chris Cardwell motioned to waive the event fee for the Missouri River Clean Up. Michelle Flamm seconded the motion. Motion approved 9-0

5. Non-Action Agenda

- A. Dog Park amenities.** Tom Barnard discussed his visit to the North Kansas City Dog Park and presented photos of their amenities. He solicited suggestions for other amenities from the Board. Adam Zink suggested that barriers be installed by the fence to keep dogs from running a path along the fence line. It was suggested that a fund raiser be held at the Dog Park on a Saturday to raise funds for rock/rock dust to be trucked in to combat the mud, and a bulletin board be installed as a vehicle to get comments from dog owners who utilize the Park. Adam Zink suggested that research be done to find a not-for-profit group who may be interested in putting on a fund-raiser. Laura Ozenberger volunteered to contact Northland Agility for their advice/suggestions, and suggested adding a donation box at the Dog Park. Adam Zink suggested setting up a "text to donate" (QR Code) site, and seeking out companies who would perform the set-up for a fee. Neil Davidson suggested having an open house at the Dog Park for dog owner feedback. Tom Barnard stated that Parks Department is looking at closing the big dog park for seeding with one week notice, directing dog owners to the small park in the interim. He outlined on-going cleanup issues and suggested installing signage as proposed by the Chief of Police. Adam Zink stated that the City needed to crack down and ticket offenders who break the City's leash laws.

6. Staff Updates on Activities:

A. Parks

1. **Ball field usage** – 4-5 teams have committed to field usage totaling \$2,500 in revenue to-date, and there has been interest in Field 3 (the shorter field). The Parkville Lacrosse team will have games at the soccer field on Fridays.
2. **Platte Landing Park maintenance plan** – Tom Barnard summarized the Platte Landing Park Maintenance Manual and passed the PDF file on to Board members. Barnard addressed the 0.75 acre Wetland Mitigation area that will be protected from future development impacts. Various recommended seeds and plugs were installed in the Wetland Mitigation area by the contractor as directed by the USACE standards. The Parks Department treated the perimeter to control the invasive weeds to maintain performance standards, which will be ongoing to achieve desired vegetation.

The need for safety lighting at the back northwest corner of Platte Landing Park was discussed. Adam Zink asked Tom Barnard if he had researched lighting options. Tom submitted two ideas, a) a solar fixture mounted on a 12' pole that would run 7 nights on a fully charged battery – cost \$650/fixture, and b) Colonial lights good for 8 hours with a fully charged battery and up to 3 nights with no sunshine. Cost-approx. \$500/fixture. Other options will be discussed and possibilities may become apparent if the Wetland Restoration project comes to fruition. An idea was submitted to contact the Turkey Trot Foundation who may be willing to help with contributions for lighting. Michelle Flamm stated that a long-term plan should be developed for pathway lighting. Neil Davidson stated that lighting by the River should be a priority. Tom Barnard will research other lighting options.

3. **Arbor Day** – Discussion was held regarding possible programs for Arbor Day. Bill Gresham stated a mayoral proclamation is the first necessity. Tom Barnard stated that since last year's Arbor Day was held in the parking lot, perhaps we should seek an alternative location. Board ideas were to establish trees in the small dog park. It was suggested that trees be installed in and around the perimeter of the fence and to consider some shade in the area by the new restroom. National Arbor Day is Friday, 4/24. Earth Day is Wednesday, 4/22. The Board thought that April 24th would be a suitable day for Parkville's Arbor Day Celebration. Chris Cardwell asked if anyone on the Park crew had been certified in a tree scape course. Chris felt it was important to maintain trees through

educational elements and presented a 3 night course put on by Heartland Tree, cost \$50.

B. Administration

1. Donation Items Update:

Staff is working on an updated donation menu for the March meeting

- 2. Platte Landing Park Wetlands restoration update:** Alysen Abel stated that on 1/30 the Mayor, City Administrator and Public Works Director met with Platte County commissioners and staff to discuss the PLP ecosystem restoration plan. They reviewed project goals and proposed alternatives, and discussed the “best buy” plan. They recommended a “Plan 8” which is restoration of central wetlands area by grading and removing 153,000 CY of dirt thus allowing the area to pond. The borrowed dirt could be used to build up the ball fields. Before any work could proceed a geotechnical study would need to be performed. The project will be funded through the Corps of ‘Engineers with a 75% (Corps)/25% (City) split of costs, with real estate valuation being considered in the cost. The City and County would still be responsible for maintenance going forward. The next Platte County meeting is scheduled for mid-March and will focus on reviewing a feasibility study. Tom Barnard stated that the area where pipe was installed on the west side was reviewed with Laurie Brown and the trail needs to be raised approximately 2”.

Tom Barnard presented photos of damage from off-roading vehicles along PLP trail and described vandalism to picnic tables and other areas of the park. Installing “faux” security cameras was suggested. The installation of “you are being watched” signage was favored as an inexpensive deterrent.

7. MISCELLANEOUS ITEMS FROM THE BOARD

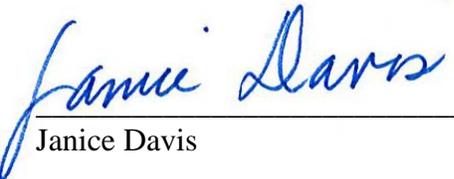
- A. Chris Cardwell** presented a Burr Oak event in Blue Springs on 3/21 that would include birdscaping, butterfly gardens, native landscaping, naturalism and other seminar events.
- B.** The Outreach Grant has been submitted and the City hopes to hear something by March. Neil Davidson advised that 42 grant requests had been submitted totaling \$750,000, for an available fund of \$250,000.

8. ADJOURN

Phil Wassmer motioned to adjourn the meeting at 8:26 p.m. Bill Noble seconded the motion. Motion approved 9-0.

The minutes for February 11, 2015, having been read and considered by the Board, and having found to be correct as written, were approved on this the 11th day of March, 2015.

Submitted by:



Janice Davis

Community Land and Recreation Board Meeting
March 11, 2015
MINUTES
Meeting 111

The meeting was called to order at 7:02 pm. Roll was called by Alysen Abel. Members present were, Michelle Flamm, Laura Ozenberger, Adam Zink, Neil Davidson, Phil Wassmer, Chris Cardwell, William Gresham, Linda Arnold, and Marc Sportsman (Liaison). Alysen Abel, Tim Blakeslee and Jan Davis were present from the City.

- 1. Michelle Flamm advised the Board that Bill Noble had resigned his position on the board effective immediately. Adam Zink expressed gratitude to Noble for his time served on the Board.**

Linda Arnold was introduced as a new Board Member. Arnold has been a Parkville resident for over 40 years and expressed her readiness to service.

- 2. Citizen Input – No Citizen Input**

- 3. Consent Agenda**

- A. Approve the minutes for the February 11, 2014 regular meeting.**
Neil Davidson motioned to approve the minutes from the February 11th meeting. Adam Zink seconded the motion. Motion approved 8-0.

- 4. Action Agenda –No Action items**

- 5. Non-Action Agenda**

- A.** Tim Blakeslee presented a proposed donation program for the Parks:
 - a. Memorial bench donations. Donation would include the bench, tag and concrete pad. Complete an on-line application and City personnel will contact the applicant regarding bench location as selected from an on-line map. Numerous bench locations available in Platte Landing Park, with only 2-3 locations left in English Landing Park.
 - b. Tree donation program. Complete the on-line application specifying species, location, park and method of payment. The list of trees as presented will be expanded. Donated trees will not be marked, but certificates, a location map and photo will be given to donor.
 - c. Dog tag donation program: The purpose of this program is to raise funds for additional amenities and maintenance of the Park. With a \$25-50 donation, a personalized dog tag will be displayed in a permanent viewing structure with protective plexiglass front. Different colored tags for different donation levels were suggested. A renewal for tags and timeframe for viewing was discussed. There was a general consensus of the Board that the donation levels should be

\$50 and \$100, and the timeframe for display should be further discussed. More substantial donation items are also available on the website.

- d. A brochure has been drafted and once finalized will be distributed to local veterinarians, groomers, etc. Board members can assist with the distribution.

6. Staff Updates on Activities:

A. Parks

1. **Dog Park Update** –Park personnel have been seeding this week without closing the Park. Fertilizer and seeding is planned for the next couple of weeks. The large park may be closed for approximately 10 days, with users asked to utilize the smaller park in the interim. Notices will be posted. As soon as the grass has come in, the smaller park will be done. It was noted that signage should be posted regarding chemicals used. Zink asked how the City handles aggressive dogs or dog fights within the park. Abel advised that the Police do patrol the park and that most citizen complaints stemmed from cleanup issues rather than dog fights. Cleanup rules for the park could be posted on the website and mailed to residents. Different methods of reporting cleanup violators were discussed. Confirm any ordinance that stipulates dogs must be on a leash in the Dog Park, and request from the Police Chief a report showing incidences reported to Police. Bicycle patrols could also be utilized.
2. **Outreach Grant update** – the Platte County Parks and Recreation Department has awarded Parkville a \$40,000 outreach grant to help fund the English Landing Park Restroom Project. The Mayor plans to attend the County Commission meeting on Monday at 10 a.m. to accept the certificate for the Outreach Grant. All Board of Aldermen and CLARB members who are interested and available are invited to attend. There were 42 grant applications totaling \$700,000, with \$264,000 available. The grant funds must be used in this calendar year. This grant covers about ¼ of the City's needs. Public Works looked at costs for prefabricated buildings versus stick-built buildings and found that hiring a contractor was the least expensive. Mid to late September is a target date for construction. Drawings are currently being developed.
3. **Graffiti** – Graffiti found on signage at the boat ramp has been fixed, and Park Department crews are cleaning picnic tables and restroom areas.
4. **Spirit Fountain** - The cap stone that was stolen had a bronze plaque attached. Barnard is working with Phil Wassmer to install a more permanent cap once a mold is completed.

5. **Tree City USA** - The Arbor Day celebration will be held on Friday, April 24th.
6. **A wetland burn** is scheduled for 3/12. The fire department has been alerted but will not be on-site. Areas of the Park will be closed and signage has been posted. The City is working with Platte County on chemicals, with torches and flappers from MDC. The burn is scheduled for 10:00 a.m. Terry Anderson and Shawn Peto (Parks Department personnel) are managing the burn for the City. The Nature Sanctuary completed their controlled burn on Monday, 3/9. If weather will not allow a burn, the City will look at contracting for mowing.
7. **Lighting in Platte Landing Park** - deferred to the next meeting.

B. Administration:

1. Lake Pointe Lodge. A 50-unit, Kevin Green, luxury apartment project has been proposed for the area across 9 Highway, south of 62nd Street, north of the property donated to the City. Discussion was held regarding property donated to the City and what stipulations the City should place on property deeded to the City. The property requires rezoning to R-5 rather than R-4 due to the mass and height of the building. The project will go to the Planning Commission on 3/31 for rezoning.

7. MISCELLANEOUS ITEMS FROM THE BOARD

- A. Neil Davidson discussed the meeting on Tuesday at 10:00 a.m. regarding extension of the Missouri River Front trail.
- B. Davidson introduced the newly formed Platte County Sports Commission and its website. This commission coordinates sporting events for anyone looking to find available sport opportunities. This committee does not manage, but disseminates information.
- C. Michelle Flamm advised she had been contacted by Griffin Murray, the City's intern from Park Hill South High School, asking if CLARB needed volunteers for Park functions that could be posted on a newly developed area of the City's website entitled "Volunteer Parkville".
- D. Lucia Mann, a City intern, contacted Flamm requesting an item to be included in City of Parkville time capsule for Parkville Days at the downtown entryway project.

8. ADJOURN

Adam Zink motioned to adjourn the meeting at 8:07 p.m. Bill Gresham seconded the motion. Motion approved 8-0.

The minutes for March 11, 2015, having been read and considered by the Board, and having found to be correct as written, were approved on this the 8th day of April, 2015.

Submitted by:


Public Works Assistant



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#15-112)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, April 8, 2015 7:00 pm

City Hall Boardroom

1. CALL TO ORDER

The meeting was called to order at 7:01 p.m. Roll was called by Tom Barnard. Members present were: Michelle Flamm, Neil Davidson, Chris Cardwell, Phil Wassmer, Linda Arnold, Susan Robb and Marc Sportsman (Liaison). Alysén Abel, Tim Blakeslee, Tom Barnard and Jan Davis were present from the City. A quorum was present. Absent: Laura Ozenberger, Bill Gresham and Adam Zink.

2. CITIZEN INPUT - None

3. CONSENT AGENDA

A. Approve the minutes for the March 11, 2015 regular meeting.

NEIL DAVIDSON MOTIONED TO APPROVE THE MINUTES FROM THE MARCH 11TH MEETING. SUSAN ROBB SECONDED THE MOTION. MOTION APPROVED 6-0.

4. ACTION AGENDA

A. CLARB 15-112-01 Certified 5K/10K Marathon Route

Jeremy Jordan, representing local running clubs, presented a proposed 5K/10K course for certification, which has been approved by Chief Chrisman. The course limits runners to 9 minutes on Main Street for the 5K, with a 2nd lap on Main Street for the 10K; however runners would be spread out. Runners would start and finish in front of McKeon Stage on Bush Drive. Runners would then proceed north, turning left on McAfee and Left on Main Street. They would continue to Platte Landing and follow the trail along View Point, next to the River, and end at the main stage. Jordan offered to pay the \$600 cost to certify the course. The benefits of certification are: Sets location/need for volunteers (16 needed for a 5K and 18 for a 10K); no more start/finish on Main Street; the Dog Park remains open; the bulk of park amenities are available; coordination is easier; consistent course for runners with unchanging race coordinates; and will be one of the fastest courses in the metro area. It was suggested that the race day package fee of \$300 should include the McKeon stage rather than a shelter house. Races could be completed before noon leaving the stage available for evening activities. Jeremy confirmed that walkers would use the same course, but start behind runners. The slowest walkers should be off of McAfee in less than 11 minutes. The course would need to be re-certified every 10 years. Michelle asked if the Board would vote on a waiver of the \$100 McAfee Stage. Tim Blakeslee advised that topic would have to be deferred to the next meeting.

CHRIS CARDWELL MOTIONED TO APPROVE THE PROPOSED 5K/10K COURSE AND CERTIFICATION. SUSAN ROBB SECONDED THE MOTION. MOTION APPROVED 6-0.

B. CLARB 15-112-02 Parkville Parks Donation Program

Tim Blakeslee advised that the donation plan remains unchanged from that presented at the last meeting with the exception of the donation levels which were raised to \$50 and \$100, color changes to the brochure, bench locations updated and tree species updated. The website has also been updated. Other bench locations will be considered in Phase II of the donation program. To

begin, the dog board/dog tags will be indefinite, but can be changed later. The Donation Program is on the BOA agenda. Once approved, brochures will be printed and distributed in Parks and City Hall.

NEIL DAVIDSON MOTIONED TO RECOMMEND THE BOARD OF ALDERMEN APPROVE THE DONATION PROGRAM AS MODIFIED. LINDA ARNOLD SECONDED THE MOTION. MOTION APPROVED 6-0.

C. CLARB 15-112-03 Sullivan Nature Sanctuary Trail Naming (Maria Ewing)

The Sullivan Nature Sanctuary is in memory of Edgar and Ruth Sullivan, as well as other family members. The North Twin and South Twin trails in the Sullivan Nature Sanctuary were named after their twin daughters, Kathryn and Virginia. The matriarch of the Sullivan family was Edgar's mother, Maria Ewing. To honor Maria's memory, the Sullivan family requested that a portion of the trails in the Sullivan Nature Sanctuary be named after her. The family would like to name the loop trail at the end of the North Twin Trail the Maria Ewing Trail.

CHRIS CARDWELL MOTIONED TO RECOMMEND THE BOARD OF ALDERMEN APPROVE THE MARIA EWING TRAIL NAMING. PHIL WASSMER SECONDED THE MOTION. MOTION APPROVED 6-0.

D. CLARB 15-112-04 Play Equipment replacement -English Landing Park (Cozy Cocoon)

To replace a dinosaur that is cracked and slated for removal, Staff recommended the purchase of a Cozy Cocoon playground toy (only available through Playworld) at a cost of \$1,999.00. This price included a 25% discount and has been approved by the City Administrator. The height, weight and material were discussed. The Park enhancements budget is \$5,000.

PHIL WASSMER MOTIONED TO APPROVE THE PURCHASE OF THE PROPOSED COZY COCOON PLAY EQUIPMENT. SUSAN ROBB SECONDED THE MOTION. MOTION APPROVED 6-0.

E. CLARB 15-112-05 Capstone replacement at the Gresham Memorial Fountain

In February 2015, someone removed one of the capstones around the fountain, which contained a bronze commemorative plaque. The City is working on getting the stone and plaque replaced. To prevent future vandalism, the City would like to permanently set the capstones around the fountain. Staff received three quotes from contractors and the low bid was MTS Contracting for \$3,210.00.

NEIL DAVIDSON MOTIONED TO RECOMMEND THE BOARD OF ALDERMEN APPROVE THE DONATION PROGRAM AS MODIFIED. CHRIS CARDWELL SECONDED THE MOTION. MOTION APPROVED 6-0.

5. NON-ACTION AGENDA – None

6. STAFF UPDATES ON ACTIVITIES

A. Parks

1. Dog Park update
 - i. The Dog Park was seeded during the 3/30-4/10 closure and is slated to re-open on 4/11.
2. Wetlands Update
 - i. Staff tried a prescribed burn again but lacked the density of grass to keep it going. Barnard described that the area would have to be cleared with a brush hog. The City does not own a brush hog. Discussion held regarding whether to leave area as is resulting in more required mowing, cultivate to a depth of 6" and immediately seed, or rent brush hog equipment from local farmers. Abel has explored equipment rental from the County and other surrounding cities with no success. No feasibility study was completed by the County as it was postponed 6 weeks. Barnard to consult with Laurie Brown.
3. Outreach Grant Update.
 - i. The City received a \$40,000 Outreach Grant for new restrooms at Platte Landing Park. Public Works is in the process of drafting an RFQ for architectural design and plans a September construction start, completing in November/December. If pricing is not satisfactory, a modular unit could be considered as the City already has pricing.
4. Tree City "USA" – Arbor Day 4/24
 - i. Arbor Day ceremony at 1:00 p.m. Parks crew will plant several trees in the small dog park. Barnard to check on tree donations. Discussion held on how to better coordinate high school senior volunteers.

B. Public Works

1. Sullivan Nature Sanctuary Dedication
 - i. To be held Saturday, 5/16 at 2:00 P.M. More information to come.
2. Barbara Lance Memorial Fund
 - i. Donations totaled \$1,630. Nature Sanctuary staff will purchase (3) picnic tables in her memory which will need to be approved by the City Administrator. The family has asked that she be remembered with plaques on the tables.

7. MISCELLANEOUS ITEMS FROM THE BOARD

- A. Neil Davidson asked the status of the Steamboat Arabia marker. Barnard replied that it should be installed within the next 7 days. Davidson expressed that a dedication was in order, with a Mayoral proclamation and her presence at the dedication. Sportsman thought an invitation from the Mayor to the family was appropriate.
- B. Neil Davidson presented a flyer regarding a native plant sale by Missouri Wildflower Nursery on May 2nd.
- C. Trail Day celebration is Saturday, June 6th, from 10:00 to noon at Platte Landing Park.
- D. Platte County was selected by Robert Wood Johnson as one of the healthiest counties in the United States.
- E. Brian Nowotny has received an award from MARC for outstanding leadership. A luncheon for the recipients is 6/5 (Friday) at a downtown hotel. \$45/each or \$425/table. For additional information contact Neil Davidson.
- F. Cardwell congratulated Alysén Abel on her award from the American Society of Civil Engineers. She is the recipient of the (ASCE) National 2015 Harland Bartholomew

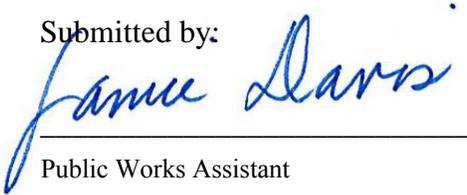
Award for contributions to the enhancement of the role of the civil engineer in urban planning and development.

8. **ADJOURN**

CHRIS CARDWELL MADE A MOTION TO ADJOURN AT 8:10 P.M. NEIL DAVIDSON SECONDED THE MOTION. MOTION APPROVED 6-0.

The minutes for April 8th, 2005, having been read and considered by the Board, were approved as modified on this the 13th day of May, 2015.

Submitted by:

A handwritten signature in blue ink that reads "James Davis". The signature is written in a cursive style and is positioned above a horizontal line.

Public Works Assistant



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#15-113)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, May 13, 2015 7:00 pm

City Hall Boardroom

1. CALL TO ORDER

The meeting was called to order at 7:01 p.m. Roll was called by Tom Barnard. Members present were: Michelle Flamm, Laura Ozenberger, Neil Davidson, Linda Arnold, Phil Wassmer, Chris Cardwell, Susan Robb and Marc Sportsman (Liaison). Adam Zink joined the meeting at 7:09 and William Gresham joined the meeting at 7:11. All members present. Alysén Abel, Tim Blakeslee, Tom Barnard and Jan Davis were present for the City.

2. CITIZEN INPUT - None

3. CONSENT AGENDA

A. Approve the minutes for the April 8, 2015 regular meeting.

Item 4 (E) was corrected as follows: **Neil Davidson motioned to recommend the Board of Aldermen approve the Capstone Replacement as modified. Chris Cardwell seconded the motion. Motion approved 6-0.**

NEIL DAVIDSON MOTIONED TO APPROVE THE MINUTES AS MODIFIED FROM THE APRIL 8TH MEETING. WILLIAM GRESHAM SECONDED THE MOTION. MOTION APPROVED 8-0.

4. ACTION AGENDA

A. CLARB 15-113-01 Approve purchase recommendation for an information/dog tag donation board at the Dog Park.

City staff and CLARB have been working on a donation program for the parks. One element is a dog park donation board showcasing dog tags that can be purchased individually. The proposed board has a literature rack which can display the City's donation brochure and other City literature. The City received three bids, the lowest of which was from Information Centers at \$1,822.20, and recommends that the board be purchased with funds from the \$7,000 Park Enhancement budget. Placement and installation methods were discussed. The board would be installed in concrete at the front, center of the park. The location should not be affected by future shelter plans.

NEIL DAVIDSON MOTIONED TO APPROVE THE PURCHASE OF THE DOG PARK DONATION BOARD. LAURA OZENBERGER SECONDED THE MOTION. MOTION APPROVED 8-0.

B. CLARB 15-113-02 Approve revisions to the Guidelines for Events in Parkville (2014).

In September of 2014 CLARB approved revised guidelines for events in Parkville which have been in effect since the beginning of the year. Staff recommended the following changes to the guidelines:

1. Include a Race Day Package for certified 5K/10K events which would include the McKeon Stage in the event fee rather than the all-day shelter reservation. The switch would be cost neutral but would require an additional shelter reservation fee if they desired that amenity. The Race Day Package would command a total \$300 event fee,

detail the certified race route (start and end at the McKeon stage), and outline the number of volunteers needed.

2. Micro Brewfest would be added as a standing event with a reserved event date each year.
3. Weddings in the Sullivan Nature Sanctuary would be disallowed. The Nature Sanctuary does not have the amenities and parking to accommodate weddings, and the purpose of the Nature Sanctuary is to allow patrons to enjoy the peace and solitude of natural surroundings. Bob Fluchel (Nature Sanctuary Director) has requested that weddings be disallowed.

Blakeslee asked for questions regarding the revisions made. Gresham expressed a concern about damage that had been done to the Park after the Brewfest event considering the rain and resulting muddy conditions in the field. Barnard advised that the area was aerated and seeded and would be seeded again in the fall. Costs to repair damage would be deducted from a \$1,000 deposit.

CHRIS CARDWELL MOTIONED TO RECOMMEND THE BOARD OF ALDERMEN APPROVE THE REVISED EVENT GUIDELINES. WILLIAM GRESHAM SECONDED THE MOTION. MOTION APPROVED 8-0.

- C. CLARB 15-113-03 Approve submission of TRIM Grant for tree removal at the Sullivan Nature Sanctuary.

The Tree Resource Improvement and Maintenance (TRIM) Grant assists government agencies, public schools and non-profit organizations with management, improvement or conservation of trees on public lands. Due to the 2011 flood, many trees in the Nature Sanctuary are dead. In a walk-through with the Nature Sanctuary director, the MDC recommended that the City trim dead and hazardous trees and allow existing sprouts to grow into trees over time. Staff recommended applying for a \$10,000 TRIM grant using matching City funds of \$2,500. Gresham asked if this Grant would include cutting out Kudzu vine and if that was as big a priority as trees. Barnard stated that this grant would apply to tree pruning and removal. It was discussed that Parks normally applies for a TRIM grant, but they have applied every year and it was decided the Nature Sanctuary needed the grant assistance more this year.

ADAM ZINK MOTIONED TO RECOMMEND THE BOARD OF ALDERMEN APPROVE THE SUBMISSION OF A TRIM GRANT FOR TREE REMOVAL AT THE SULLIVAN NATURE SANCTUARY. PHIL WASSMER SECONDED THE MOTION. MOTION APPROVED 8-0.

5. NON-ACTION AGENDA

- A. Volunteer Parkville – Tim Blakeslee, on behalf of Griffin Burri (the PHHS intern who graduated last week), presented information on *Volunteer Parkville*. A first test of the new website was last week for Nature Sanctuary volunteers. The site was organized through Meetup.com and can be accessed by using Meetup.com/volunteer-parkville.
- B. The River Cleanup event was rescheduled to June 13th.
- C. Items for the time capsule can still be submitted through May. Lucia Mann (a PHHS intern who also graduated last week) initiated and organized this project prior to her graduation.

6. STAFF UPDATES ON ACTIVITIES

A. Parks

1. Dog Park update
 - i. Recently planted seed is more established. Parks crews mowed both parks today. Four trees were planted inside the dog park during Arbor Day celebrations. Additional bag dispensers were installed on the back side of the park.
 1. Zink asked if anything further was being done on trail lighting. Barnard replied that maybe it should be included in the Corps of Engineers plan.
 2. Ozenberger asked about the number of dog park incidents filed with the police. Barnard replied that only one incident had been reported.
2. Wetlands Update
 - i. Barnard reported that Parks Dept. had reached out to find field cultivators but the Wetlands area would have to be seeded immediately afterward at a cost of \$10,000. There are only 2 options available at this point a) Do nothing at the present and do a controlled burn this winter, or b) Brush hog 2 times this year at an estimated cost of \$5,000 (not in the budget). Barnard explored the option of a farmer putting in alfalfa, but the farmer would need a 4 year commitment which the City can't commit to as the Corps of Engineers project date is unclear. Cardwell added that Parks can mow twice and Johnson grass will spread just as aggressively. Cardwell felt that the City has an opportunity to decide what their plan is when the Corps project is funded.
3. Tree City "USA" – Arbor Day 4/24
 - i. Parkville celebrated 25 years as Tree City "USA" by planting trees in the small dog park. The recent rain has helped those trees get started.
4. Fourth of July
 - i. Main Street Parkville Association is in the process of submitting their Event Guideline Application for July 4th. The carnival is planned for 7/1-4.
5. The next CLARB meeting on 6/10 will be held in English Landing Park at the West Shelter. Barnard to confirm.

B. Public Works

1. Sullivan Nature Sanctuary Dedication to be held Saturday, 5/16 at 2:30 P.M. More information to come.
2. English Landing Park restroom design RFQ
 - i. The City received (3) proposals in response to the RFQ: a) Williams, Spurgeon, Kuhl & Freshnock; b) a3G Architects; and c) Davidson Architecture & Engineering. Abel is forming a review committee to review and weight the responses and asked if any CLARB members wished to participate. Wassmer and Zink indicated their interest. Abel will contact them sometime in the next 2 weeks to schedule the review. The City's intent is that the selected architect will prepare plans and specifications to be let for bid, and possibly seek their help with the overall vision for the park.

C. Administration

1. Fee Waiver Update

- i. After talking with the City Administrator, Blakeslee advised that the responsibility to approve fee waivers does not belong to CLARB. Fee waivers could only be approved by ordinance from the Board of Aldermen. CLARB had already waived the fee for the River Cleanup. Staff believes that it would be unfair to change a fee in this instance and plans to move forward. Staff discussed the possibility that in the future event fees could be waived if they were co-sponsored by the City. Wassmer asked about the City's liability as a co-sponsor. Blakeslee to research for a future meeting. Discussion was held regarding renaming events to reflect different fee structures.

2. All current CLARB members were re-approved.

7. MISCELLANEOUS ITEMS FROM THE BOARD

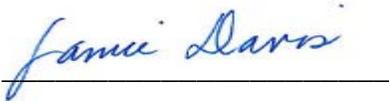
- A. Neil Davidson announced a "lunch on the river" function with the Star's outdoor writer, and the Conservation Federation of Missouri function Saturday night @ Bass Pro.
- B. Linda Arnold asked the minutes to reflect her thanks to Marc Sportsman for coming to her aid during a recent Planning & Zoning meeting.

8. ADJOURN

ADAM ZINK MADE A MOTION TO ADJOURN AT 8:05 P.M. SUSAN ROBB SECONDED THE MOTION. MOTION APPROVED 8-0.

The minutes for May 13th, 2015, having been read and considered by the Board, were approved on this the 10th day of June, 2015.

Submitted by:



A handwritten signature in blue ink, reading "Jamie Davis", is written over a horizontal line.

Public Works Assistant



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#15-114)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, June 10, 2015 7:00 pm

English Landing Park – West Shelter

1. CALL TO ORDER

The regular meeting of the Community Land and Recreation Board was called to order at 7:04 p.m. Roll was called by Tom Barnard. Members present were: Laura Ozenberger, Neil Davidson, Linda Arnold (present at 7:11), Phil Wassmer, Chris Cardwell, Susan Robb, Adam Zink, William Gresham, and Marc Sportsman (Liaison). Michelle Flamm was absent with notice. A quorum was present. City staff present: Alysen Abel (Public Works Director), Tom Barnard (Parks Superintendent) and Jan Davis (Public Works Assistant).

2. CITIZEN INPUT - None

3. CONSENT AGENDA

A. Approve the minutes for the 5/13/15 regular meeting.

ADAM ZINK MOTIONED TO APPROVE THE MINUTES AS WRITTEN FROM THE MAY 13TH MEETING. NEIL DAVIDSON SECONDED THE MOTION. MOTION APPROVED 7-0.

4. ACTION AGENDA

A. CLARB 15-114-01 Recommend that the Board of Aldermen approve the Donation Agreement with Philip and Barbara Wassmer for capstone material at the Spirit Fountain.

Alysen Abel discussed the terms of the donation agreement with Philip and Barbara Wassmer. Zink asked the value of the donation. Wassmer stated the value was approximately \$3,000 in material and labor. The Board thanked the Wassmers for their generous donation.

ADAM ZINK MOTIONED TO RECOMMEND THAT THE BOARD OF ALDERMEN APPROVE THE DONATION AGREEMENT WITH PHILIP AND BARBARA WASSMER FOR CAPSTONE MATERIAL AT THE SPIRIT FOUNTAIN. NEIL DAVIDSON SECONDED THE MOTION. AS THE DONOR, PHIL WASSMER ABSTAINED FROM VOTING . MOTION APPROVED 7-0.

B. CLARB 15-114-02 Recommend that the Board of Aldermen approve the recommendation of the selection committee and negotiate a professional services agreement with Williams, Spurgeon, Kuhl & Freshnock Architects, Inc. for the architectural design of the English Landing Park restrooms.

Alysen Abel outlined that if approved, the recommendation would go to the Finance Committee on 6/29 and then to the Board of Aldermen thereafter. Williams, Spurgeon, Kuhl & Freshnock (WSKF) Architects designed the restrooms in Riverside and the pool at Cider Mill Ridge. A review grid was used to weight each proposal by a selection committee comprised of three members of staff and CLARB members Zink and Wassmer. After review it was determined that WSKF had the highest weighted score of the three (3) proposals submitted by WSKF, Davidson Architecture and A3G. Wassmer and Zink described their rationale in selecting WSKF, and the Board further discussed their hopes that the building would be something exceptional and not a cookie-cutter box shape.

Abel stated that conversations would be held with the architect about expanding their scope of work to assist the City with a Parks storage facility, Farmers Market roof alternatives, and floodway/floodplain issues. Alderman Sportsman asked if the architects would assist City with site selection. Abel replied that WSKF has civil engineering staff to assist with civil and sitework issues. Abel described options for consideration such as relocating the basketball court and utilizing that location (not in a floodway) for other uses. City is currently awaiting scope, schedule and fee information from WSKF.

ADAM ZINK MOTIONED TO RECOMMEND THE BOARD OF ALDERMEN APPROVE THE RECOMMENDATION OF THE SELECTION COMMITTEE AND NEGOTIATE A PROFESSIONAL SERVICES AGREEMENT WITH WILLIAMS, SPURGEON, KUHL & FRESHNOCK ARCHITECTS, INC. FOR THE ARCHITECTURAL DESIGN OF THE ENGLISH LANDING PARK RESTROOMS. SUSAN ROBB SECONDED THE MOTION. NEIL DAVIDSON ABSTAINED FROM VOTING [DUE TO A PERSONAL FRIENDSHIP WITH A PRINCIPLE AND ASSOCIATE OF WSKF]. MOTION APPROVED 7-0.

5. NON-ACTION AGENDA

6. STAFF UPDATES ON ACTIVITIES

A. Parks

1. The River cleanup has been postponed to the fall. Date to be determined.
2. Staff has been working to set a weekday time with the Hawley family for the Steamboat Arabia marker dedication. Staff will advise when a date is finalized.
3. Barnard described his efforts in locating a brush hog for sale or rent, and solicited the Board's assistance. Honeysuckle, Johnson Grass and Canadian Thistle are still a major problem as well as swamp-like conditions from recent excessive rains. Staff still has not found an economical solution. Costs to hire a local farmer to brush hog the area would be \$2,500 and may be higher due to the City's insurance requirements. The idea of having a local contractor subcontract the work to a farmer and cover the insurance was discussed. Barnard queried local farmers about share-cropping the land until the Corps project, but the farmers solicited thought the time-frame would be too short to make it worthwhile. The City asked about cost-sharing with the County, but the County declined. Chemical spraying is not in the City's budget this year, but would be a consideration for next year. Parks may have to borrow from another budget line item to accomplish control efforts this year. Laurie Brown recommended the area be sprayed and immediately seeded but seed costs could be \$10,000; those costs not in the budget. It was suggested that events such as the Turkey Trot might pick up a share of the costs. Alderman Sportsman suggested that Staff present to the Board of Aldermen a cost analysis of its options and seek their direction.
4. English Landing Park was closed Friday, June 5th at the low water crossing and the entrance to the bridge was blocked off Saturday morning, June 6th as the water level was extremely high.

5. Reimbursement was received from FEMA for the 2011 flood in the amount of \$18,570. Staff has had discussion on how to best use the funds on flood-related issues such as building up the levy at White Alloe, the low water crossing in English Landing Park, raising the ball fields, or holding funds over to next year to supplement budgeted items. Alderman Sportsman said that the Finance Committee had expressed an interest in a study of the low water crossing and thought that a better feel for cost would be helpful. The importance of ball field revenue was discussed, and Staff explained that Parks currently receives \$20/hour for ball field rental and fields are generally very busy. Staff also looked at installing Diamond Pro (tumbled clay) to the ball fields but it must be re-applied each year. Zink suggested that bridge options in combination with a storm water grant from the county would be a good use of funds.
6. Barnard solicited options from CLARB for utilizing the capstones that were replaced at the Spirit fountain. Alderman Sportsman noted that the fountain was not currently working and Barnard explained that water level regulation had been an issue and he would look into what could be done to regulate water levels. With capstone work a week away, Barnard thought it may be best to wait until work is complete before putting the fountain back in operation.
7. Abel outlined the Train Depot roof issue. The City was reimbursed half the cost of roof replacement by insurance, and Staff is looking at the possibility of including bid specifications for the roof in the architectural services contract for the ELP restrooms. Having a specification would result in more consistent bids.
8. Cardwell discussed the Kansas City Native Plant Initiative presentation at the KC/Platte County Partners meeting regarding installing native plants as a form of storm water management. KCPL and the Partners are also talking about application of native plants within their easements. Cardwell went on to describe the run-off benefits of native plant materials versus impervious surfaces. One inch of rain on one acre of established native plantings results in an 800 gallon run-off. One inch of rain on one acre of parking lot results in a 36,000 gallon run-off. It was discussed that new requirements for storm water management are in place for new developments.
9. Barnard addressed the issue with City Ash trees and their further decline due to the Emerald Ash Borer. The Parks Department has begun to implement the tree plan approved last fall and is incorporating new trees in the parking lot area.
10. The Cozy Cocoon base has been installed and Parks is waiting for concrete cure before installing the cocoon. A new tire for the tire swing has been received.
11. Barnard offered to accompany any CLARB member who wanted to do a Park walk-through after the meeting.

7. MISCELLANEOUS ITEMS FROM THE BOARD

8. ADJOURN

ADAM ZINK MADE A MOTION TO ADJOURN AT 8:02 P.M. NEIL DAVIDSON SECONDED THE MOTION. MOTION APPROVED 8-0.

The minutes for June 10th, 2015, having been read and considered by the Board, were approved on this the 12th day of August, 2015.

Submitted by:


Public Works Assistant



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#15-116)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, August 12, 2015 7:00 pm

City Hall Boardroom

1. CALL TO ORDER

The meeting was called to order at 7:01 p.m. Roll was called by Tom Barnard. Members present were: Michelle Flamm, Laura Ozenberger, Neil Davidson, Linda Arnold, Phil Wassmer, Susan Robb and Marc Sportsman (Liaison). Absent with notice were Adam Zink and William Gresham. Chris Cardwell also absent. Lauren Palmer (City Administrator), Tom Barnard (Parks Superintendent) and Jan Davis (Public Works Assistant) were present for the City. A quorum was present.

2. CITIZEN INPUT - None

3. CONSENT AGENDA

A. Approve the minutes for the June 10, 2015 regular meeting.

NEIL DAVIDSON MOTIONED TO APPROVE THE MINUTES FROM THE JUNE 10TH MEETING. LINDA ARNOLD SECONDED THE MOTION. MOTION APPROVED 6-0.

4. ACTION AGENDA

A. CLARB 15-116-01 Review request for Main Street Parkville Association (MSPA) for the Parkville Days Helicopter Rides at Grigsby Field.

Present from Main Street Parkville Association: Tom Hutsler, Promotions Chair, and Stephanie Smitty, Executive Director. Ms. Smitty outlined an application from the Navy Leap Frogs Parachute team wanting to perform a jump onto Baseball Field #1 during the parade on Saturday, 8/22 at approximately 10:15 a.m. The parade will start at 10:00 a.m. at 63rd Street to Downtown where the U.S. flag will be presented with the National Anthem. After the jump, the parachute team would be available to sign autographs in front of Stone Canyon Pizza. Ms. Smitty reported that The Leap Frogs team has submitted all applicable licenses, permits, and will provide aerial support. The team would like to do a practice jump on Thursday, 8/20 at 11:30 a.m. The team will provide logistics support for that practice jump. Ms. Smitty said that the Navy Leap Frogs Parachute team participates in a set number of jumps each year, and Parkville was fortunate to be on that schedule. She felt that the addition of the parachute jump would bring added visitors to Parkville Days. Weather permitting, MSPA has asked for the use of ball field #1 for satellite parking from 2:00 p.m. to 9:00 p.m. (if needed), and have arranged for shuttle services through 1st Student to shuttle visitors from the Farmers Market to the ball field and back.

Ms. Smitty also described the application for DWT Air to provide helicopter rides on 8/21 from 2:00 p.m. to 10:00 p.m., and on 8/22 and 8/23 from 10:00 a.m. to 10:00 p.m. The helicopter would load and unload passengers from Grigsby Field. The 3 to 4 minute flight would cost \$40 per person for up to 3 passengers at one time. DWT Air has submitted required insurance, permits and has worked in conjunction with Downtown Airport officials. Ms. Smitty then provided the following answers to questions from CLARB members. There would be one pilot only working during flight hours. He is the Chairman of DWT Air and has experience with short festival flights. DWT Air would provide security and crowd control at the fenced-in Grigsby field during operation hours. The event would be advertised through social media, media publications, flyers and word of mouth.

Lauren Palmer provided that the application had been reviewed by the City's legal counsel and Chief of Police Chrisman, and both have approved it; however, the event coordinator is responsible for executing the approved safety plan and Parkville Police will not be on-site at all times. Liaison Sportsman expressed concern that Ward I Alderman be apprised of the issue as it relates to noise. Discussion was held whether to approve the helicopter rides for this year and get feedback from Ward I citizens for consideration next year. General consensus was that should helicopter rides be considered next year, the issue should be presented to CLARB months prior to the event in order to allow time for Ward I input. Tom Hutsler expressed his concern about helicopter flights operating after dark due to the lack of ground lighting. It was suggested that all flights cease before 8:45 p.m.

NEIL DAVIDSON MOTIONED TO RECOMMEND THE BOARD OF ALDERMEN APPROVE THE REQUEST FROM MAIN STREET PARKVILLE ASSOCIATION FOR THE NAVY LEAP FROGS PARACHUTE TEAM AND DWTA HELICOPTER RIDES CONTINGENT UPON DISCONTINUANCE OF ALL RIDES PRIOR TO 8:45 P.M. AND REVIEW AND APPROVAL BY THE SOUTHERN PLATTE FIRE DEPARTMENT. PHIL WASSMER SECONDED THE MOTION. MOTION APPROVED 5-1.

- B. CLARB 15-116-02 Review Request for Proposals (RFP) for the 2008 Parkville Parks Plan Update and designate a representative for the consultant selection committee.

Ms. Palmer relayed that the City is seeking a consultant to assist in updating the 2008 Parkville Parks Plan (P3) which was prepared in-house. Since its adoption, many of the objectives in P3 were accomplished while others have not been addressed. In addition, the design and construction of Phase 1A of Platte Landing Park deviated from the County's master plan for the park, which raises questions about how to implement future phases. The Platte Landing Park master plan recommendations for English Landing Park to better integrate with Platte Landing Park conflict with 2014's Vision Downtown Parkville. Based on the Board of Aldermen's identified priorities to address the conflicts, Staff drafted a Request for Proposal to select a consultant to drive the Master Planning process. The 2015 budget includes \$40,000 in the Capital Improvement Program for this project. The RFP is broken out into base and alternative services. Base services would be to capture community vision. Alternative services would be to develop how the master plan integrates ELP and PLP in conjunction with Downtown Parkville to include phasing and financing strategies. Ms. Palmer asked Platte County through Brian Nowotny to partner with the City, but indications are that they would prefer to wait until 2016 when the wetland mitigation process can be resolved. More information about the wetlands project should be available in September when the consulting team and the Corps of Engineers will be ready to present the feasibility study. CLARB is being asked to review the RFP, suggest revisions to the scope of work or selection process, and select a member to serve on the consultant selection committee.

A motion was made to recommend that the Board of Aldermen defer the Request for Proposals until more information is known about the Wetlands Mitigation Process. The motion did not receive a second. After further discussion, the motion was revised.

LAURA OZENBERGER MOTIONED THAT CLARB REVIEW THE PROPOSED RFP AND PROVIDE SUGGESTED REVISIONS TO STAFF. NEIL DAVIDSON SECONDED THE MOTION. MOTION APPROVED 6-0.

MICHELLE FLAMM MOTIONED TO APPOINT PHIL WASSMER AS THE REPRESENTATIVE FROM THE COMMUNITY LAND AND RECREATION BOARD FOR THE PARKS MASTER PLAN UPDATE CONSULTANT SELECTION COMMITTEE. NEIL DAVIDSON SECONDED THE MOTION. MOTION APPROVED 5-0. PHIL WASSMER ABSTAINED FROM VOTING.

- C. CLARB 15-116-03 Recommend that the Board of Aldermen approve costs associated with the PLP wetland maintenance.

Tom Barnard outlined that the City is trying to manage and maintain 100 acres of native vegetation (Wetlands). In order to eliminate invasive cottonwood trees, honeysuckle, water grass, etc., staff recommends having the area brush hogged and sprayed with a herbicide. The cost to brush hog the area is \$1,900 and the cost from Sur-Gro Cooperative for a commercial grade row-crop sprayer to apply herbicide is \$26/acre or \$2,600. This is considered Phase I and II of the Wetlands maintenance. Phase III would be to plant seed, at a cost of approximately \$6,500 in November/December using a native seed mix. The seed cost is currently not in any budget line item and would need to come from other Parks budget items.

In answer to CLARB questions, Tom relayed that a prescribed burn could still be utilized and that doing nothing is not an option as the invasive plants will take over the Wetlands area and possibly other areas as well. In addition, the City is mandated by law to eliminate these invasive plants.

LAURA OZENBERGER MOTIONED TO RECOMMEND THE BOARD OF ALDERMEN APPROVE THE COSTS ASSOCIATED WITH THE PLP WETLAND MAINTENANCE. NEIL DAVIDSON SECONDED THE MOTION. THE MOTION WAS APPROVED 6-0.

- D. CLARB 15-116-04 Recommend that the Board of Aldermen approve the revisions to the Parkville Parks Donation Program.

Tom Barnard outlined that riverfront bench spaces in ELP are in demand and the Parks Department proposed to add four bench locations south of Grigsby Field and the A-Truss Bridge along the river. Staff recommends a donation price of \$3,000 each.

Tom responded to questions from CLARB. Tom was not sure if the market would bear a higher donation price and wanted to measure the response before looking at PLP. If needed, the benches and concrete slabs can be moved. Wassmer suggested these benches as auction items to raise money for the Park. The Parks Department has previously allowed families to customize benches and immediate surroundings, but will address a change in that policy going forward.

PHIL WASSMER MOTIONED TO RECOMMEND THE BOARD OF ALDERMEN ADOPT REVISIONS TO THE PARKVILLE PARKS DONATION PROGRAM. SUSAN ROBB SECONDED THE MOTION. MOTION APPROVED 6-0.

- E. CLARB 15-116-05 Recommend that the Finance Committee approve the tree removal/stump art at McKeon Stage.

There is a dead cottonwood tree immediately behind the McKeon Stage that needs to be removed at a cost of \$2,000. Rather than removing the entire tree, Staff recommends leaving a 15 foot section of the trunk and hiring a chain saw artist to carve symbolic artwork meaningful to English Landing Park. Depending on the art project, the savings could be \$300-\$400.

Liaison Sportsman suggested posting a limited collection of sample art pieces on-line, allowing citizens to select the final project, with a dedication and unveiling once the piece is completed. CLARB members collectively agreed with the idea.

NEIL DAVIDSON MOVED TO RECOMMEND THE FINANCE COMMITTEE APPROVE THE EXPENDITURE TO REMOVE THE EXISTING TREE AND CREATE SCULPTURED ART WITH THE REMAINING TREE STUMP. PHIL WASSMER SECONDED THE MOTION. MOTION APPROVED 6-0.

5. NON-ACTION AGENDA

6. STAFF UPDATES ON ACTIVITIES

A. Parks

1. Parkville Days discussed above.
2. The 5K/10K Update.
 - i. Both courses are now registered and certified, and interactive maps of both can be found on the City's website.
3. Event Update
 - i. The River Cleanup was postponed to next year.
4. Fourth of July
 - i. The Fourth of July and carnival events were a success.
5. The City received a letter from the Missouri Department of Conservation awarding the City \$8,137 in reimbursement funds from the last Trim Grant.

B. Public Works

1. Staff has been working with the Police Department to gather storm damage costs for submission to SEMA.
2. Event Guidelines Update. The Board of Aldermen approved the update to the Guidelines barring weddings from being held in the Nature Sanctuary.
3. ELP Restroom Update – The kickoff meeting with WSKF Architects is scheduled for 8/13. The City will apply for a grant extension with the County. Neil Davidson advised the City not to delay the project too long as it may limit their ability to apply for grants in 2016.
4. Dog Park Donations - Deferred.
5. 2016 CIP Process – Staff is preparing for mid-September budget projections. Alysen Abel plans to review the Parks Division CIP budget with CLARB sometime in September.

7. MISCELLANEOUS ITEMS FROM THE BOARD

- A. Susan Robb announced that anyone interested in weeding the Butterfly Garden should meet on Thursday a.m. (8/13) at 9:30 a.m.
- B. Neil Davidson asked for an update on the Highway 9 Study. Lauren Palmer said the project is on schedule. A public meeting was held last week and material items from that meeting are on the City's website. Several design options were presented. Scheduled to be completed and adopted by the end of the year by the Board of Aldermen.
- C. Platte County Partners are working in conjunction with Playgrounds Unlimited at Tiffany Hills Park to install play equipment for children (play equipment would be appropriate for special needs children).
- D. Highway 92 bridge to Leavenworth will be replaced in a few years. Bicycle/pedestrian access is being discussed. If you have comments, please submit them to Platte County.
- E. Platte County is hosting a River float on Saturday, 9/12 from Farley to Parkville. It is a "bring your own boat" event limited to 75 people. Not taking reservations.

- F. Laura Ozenberger asked if the City would allow Eagle Scout projects in the parks. She specifically referred to the ground surrounding the hydrant in the large dog park. Tom Barnard replied that the Park has honored Eagle Scout projects before. The hydrant situation is being looked at for possible spicket replacement or the addition of some type of bedrock.
- G. Wassmer asked if anyone had problems with dog fights in the parks. Tom advised that the Police Department had received only 1 reported dog fight. Davidson quoted a local vet as having seen a couple of dog fight injuries, but no health-related issues.

8. **ADJOURN**

LAURA OZENBERGER MADE A MOTION TO ADJOURN AT 8:45 P.M. PHIL WASSMER SECONDED THE MOTION. MOTION APPROVED 6-0.

The minutes for August 12, 2015, having been read and considered by the Board, were approved on this the 9th day of September, 2015.

Submitted by:

A handwritten signature in blue ink that reads "Jamie Davis". The signature is written in a cursive, flowing style.

Public Works Assistant



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#15-117)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, September 9, 2015 7:00 pm

City Hall Boardroom

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m. Roll was called by Tom Barnard. Members present were: Michelle Flamm, Laura Ozenberger, Adam Zink, Neil Davidson, Linda Arnold, Phil Wassmer, and Bob Stuteville. Absent with notice were Susan Robb and Liaison Marc Sportsman. William Gresham joined the meeting at 7:02 p.m. Alysén Abel (Public Works Director), Tom Barnard (Parks Superintendent) and Jan Davis (Public Works Assistant) were present for the City. A quorum was present.

Michelle Flamm advised that Chris Cardwell had moved effective January 1, 2015 without realizing his new residence was outside of Parkville City limits. Upon realizing it, he subsequently resigned from CLARB. A review of CLARB voting as of January 1, 2015 revealed that while Cardwell made and seconded motions, without his vote a quorum still existed and all voting was unanimous. Flamm and CLARB members thanked Cardwell for his service and contributions to the Parkville community, and Flamm relayed Cardwell's desire to continue to participate in Parkville improvements.

Flamm introduced Bob Stuteville who will replace Cardwell on CLARB. Bob and Becky Stuteville have lived on Main Street in Parkville for 9 years. His background includes work as an industrial engineer for TWA and American Airlines for 20 years and contract engineering work for ATK and GM. CLARB members introduced themselves and welcomed Stuteville to CLARB.

2. CITIZEN INPUT - None

3. CONSENT AGENDA

A. Approve the minutes for the August 12, 2015 regular meeting.

LAURA OZENBERGER MOTIONED TO APPROVE THE MINUTES FROM THE AUGUST 12TH REGULAR MEETING. LINDA ARNOLD SECONDED THE MOTION. MOTION APPROVED 8-0.

4. ACTION AGENDA

A. CLARB 15-117-01 Recommend that the Board of Aldermen approve the ELP Restroom/Parks Storage Conceptual Design as presented by WSKF Architects.

Alysén Abel outlined the \$40,000 Outreach Grant from Platte County Parks and Recreation for the English Landing Park restroom improvements. In May, the City released a RFQ for Architectural Services for this project. In July, the Board of Aldermen approved a contract with Williams, Spurgeon, Kuhl & Freshnock (WSKF). The 2015 Capital Improvements Program includes funding for the construction of a maintenance storage area for Parks. Staff recommended that the contract with WSKF be expanded to include the design of the Parks storage facility. CLARB is asked to review the options and make recommendations to the Board of Aldermen on Tuesday, 9/15. Final concept drawings will be presented at CLARB October meeting.

Abel introduced John Freshnock (WSKF Architects) who presented three conceptual design options for the ELP restrooms and Parks storage facility. Freshnock noted that the concept drawings provided were based upon elements discussed in a kick-off meeting with Abel, Barnard, WSKF and consultants. A site survey is scheduled for this week. He noted that to move the restroom from its current location would put a strain on the budget as it would require costly moving of utilities and a flood survey. The current basketball court location is in a known floodplain which would allow for a modified structure. The City is limited in location options for the Parks storage facility as the equipment would need to be under cover. The original budget for this facility was \$35,000 which precludes a finished shed and concrete slab. WSKF is exploring how to utilize the existing basketball court as a workable surface for the inside of the storage building. WSKF explored separate and combined designs for both structures. Construction of the roof can be shared and would result in a nicer looking building.

Drawing A1.01 is the separate scheme, placing the shed at the back of the buildable area. The storage yard would be shielded from Highway 9. The doors face south toward the Park.

Drawing A1.02 takes the structure and makes it one large roof, creating a porch on the side of the building where Park information could be posted and provides patrons with a waiting area and respite from the sun. The doors face away from the Market to the east.

Drawing A1.03 shifts the storage location and drive to a more remote location with the face of the restroom toward the Farmers Market leaving it more visible. The doors face west.

Zink asked the location of the drive to the storage yard. Freshnock replied that it would depend upon the plan. Approach from the west would be more difficult due to the grade and would require possible retaining walls. Wassmer asked if the drive would be paved. Freshnock replied that currently the plan was flexible. Barnard added that the storage facility would house smaller equipment. Zink asked if the slab was strong enough for the structure. Freshnock provided that the slab appeared to be in good shape. Zink asked if provisions had been made for a new basketball court and Flamm asked if funding for that was included in the 2016 budget. Abel responded that CIP budgeting for 2016 is underway and that could be a consideration. Freshnock provided that phasing could be a possibility. Ozenberger asked if costs for separate buildings would be more, and Freshnock confirmed. Option 2 would be the more expensive due to the more expansive roof. Option 3 would be the more cost effective option as it provides a minimum amount of storage. Arnold asked if Option 3 could be expanded at a later date. Freshnock confirmed. The use of a fencing product, up to 10 ft., that could be removed or washed in case of flood and integrated with the gabled roof line was discussed. Freshnock also provided that landscaping with trees and bushes sustainable in a flood prone area is a part of the design. Abel expressed a concern that Park Patrons would use the storage service drive for parking and thought WSKF might consider the use of gates, bollards or alternative drive materials. Freshnock stated that there may be ways to locate the drive further away from the restroom with access from the east. Barnard added that equipment leaving storage would exit on grass which might provide leeway for other driveable surfaces.

Abel asked CLARB to provide direction regarding the family restroom need and layout. Freshnock was asked where the conceptual design was with respect to budget. He replied that WSKF had allowed \$175,000 for the restroom and the additional \$35,000 budgeted for the Parks storage building. Abel provided that the City has allowed \$210,000 for the entire project. Freshnock noted that the family restroom would fit within the budget. Freshnock was asked about family restroom costs. He replied that it would require extra doors, walls and fixtures but the building area would remain the same. Use of the family restroom in winter was discussed. Barnard provided that the family restroom could remain open while the others were closed. Freshnock added that the family restroom could be the only heated space in the winter (50 degrees to avoid frozen pipes). Arnold asked if all of the restrooms could be heated and Freshnock replied that at this point in the design there can be gives and takes. There is a long, thin, heated mechanical room that would house the piping resulting in some residual heat to the other restrooms. Flamm asked about lighting and venting for the structure. Freshnock replied that ventilation would be accomplished with fans and while there would be some electric lighting,

natural light would be from the use of textured windows or skylights. Neil Davidson expressed concern about inappropriate behavior in the restrooms. City staff will discuss options for discouraging restroom misuse such as restroom hours, winter hours, outdoor cameras, etc.

MICHELLE FLAMM MOTIONED TO RECOMMEND TO THE BOARD OF ALDERMEN OPTION 3 TO INCLUDE THE FAMILY RESTROOM AND HEATING IN ALL RESTROOMS. LAURA OZENBERGER SECONDED THE MOTION. MOTION APPROVED 7-1.

- B. CLARB 15-117-02 Recommend that the Board of Aldermen approve the three (3) options for chain saw art for citizen selection on the City's website.

Staff has had a dead cottonwood tree (located behind McKeon Stage) cut down leaving 15 ft. of the trunk in order to affect some type of decorative sculpture. A suggestion was made that Parkville citizens should be afforded the chance to vote on their selection from three options which they feel represent the City. The work would be scheduled for late fall. Methods of soliciting citizen voting were discussed. Stuteville suggested that a Colonel Park likeness might be used for the pioneer silhouette.

ADAM ZINK MOTIONED TO RECOMMEND THAT THE BOARD OF ALDERMEN APPROVE THE THREE OPTIONS FOR CHAIN SAW ART FOR CITIZEN SELECTION ON THE CITY'S WEBSITE. BILL GRESHAM SECONDED THE MOTION. MOTION APPROVED 8-0.

- C. CLARB 15-117-03 Recommend that the Board of Aldermen approve the FEMA grant application for the low water crossing.

Due to recent storm damage in Platte County a federal disaster declaration allowed for the City to become eligible for a Hazard Mitigation Grant. In the spring, the City had to close access to English Landing Park twice due to rising water levels on White Alloe Creek. In one instance, the Park was completely closed. Based on topography, the low water crossing will flood before the Missouri River comes out of its banks. This issue has previously been discussed with CLARB, and the Board of Aldermen noted this as a priority. City staff plans to submit a grant application to SEMA to request funding to raise the low water crossing at White Alloe Creek. If approved, the grant will cover 75% of the total cost of the project. Zink asked about the total project estimate. Abel estimated it to be \$200,000 on the high side. The application is due 10/1. If CLARB approves the recommendation, the issue will be put before the Board of Aldermen next week.

LAURA OZENBERGER MOTIONED TO RECOMMEND THAT THE BOARD OF ALDERMEN APPROVE THE FEMA GRANT APPLICATION FOR THE LOW WATER CROSSING. ADAM ZINK SECONDED THE MOTION. MOTION APPROVED 8-0.

5. NON-ACTION AGENDA

- A. CLARB 15-117-04: Review the Parks and Nature Sanctuary 2016 Budget Requests.

Abel outlined that the City is currently working on its 2016 budget. Abel presented a draft CIP for Parks and the Nature Sanctuary for discussion as CLARB is responsible to oversee all Parkville public land. The draft CIP notes priorities 1 through 3 as previously discussed by Staff and Board of Aldermen. Abel asked that CLARB review, discuss, rearrange, add or delete priorities. Abel asked if, in the opinion of CLARB, the projects accurately reflect future community needs, are in the right order, or are there priorities missing from the list.

Barnard was asked if he felt the line item for “maintenance and equipment storage facility” was inadequate at \$35,000. Barnard replied that he would like to see that increased to \$100,000. He went on to state that he would like to see the City lease two (2) zero turn mowers in 2016, and get new equipment every 4 years. He would like to see a brush hog for PLP maintenance replace the boom mower as a priority. Barnard thought a tractor could be leased for 9 months at a cost of \$4,350. CLARB asked about the Priority #1, \$120,000 line item for the Nature Sanctuary. This item would be for a shelter to store tables, chairs and other Sanctuary fixtures at the picnic area. It was discussed that the line item is generated 10% from the general fund and 90% through donations. CLARB collectively felt it should be more of a priority two (2).

CLARB determined by a show of hands that the first three items categorized as Priority #1 should be the tractor/tires, two (2) zero turn mowers, and a brush hog for PLP maintenance.

Priority #2 should be the Nature Sanctuary, 5K/10K markers and Park maps. Barnard stated that the Nature Sanctuary mowing could be accomplished utilizing one of his replacement mowers.

Barnard asked CLARB about their “wish list” for the Parks based on a \$35,000 budget, resulting in the following suggestions:

1. Tennis courts
2. Fishing pier or shelter house off the boat ramp area.
3. Basketball court relocation

Wassmer asked about trail lighting and Barnard replied that based on the extended date for the Corp project, it was thought that the Corp may consider lighting within the scope of that project.

6. STAFF UPDATES ON ACTIVITIES

A. Parks

1. Park Amenities Update:
 - A. Sand is being purchased for the volleyball courts
 - B. Concrete was added to a culvert at the dog park caused by erosion.
2. Dog Park closure:
 - A. The large park will be closed sometime this month for seeding for approximately 10 days or until such time as the seed germinates. The other park will be closed thereafter.
3. Parkville days:
 - A. Barnard relayed that the vendors did very well during Parkville Days and Main Street Parkville Association seemed to be pleased with the event. The effect of helicopter landings at Grigsby Field was discussed.
4. Events:
 - A. Liver Life Walk – September 12th
 - B. Paws in the Park – September 19th
 - C. YMCA Walk – September 18th
5. Big Muddy Cleanup. Zink noted that it was being advertised on 96.5. Davidson said that most of the debris had been washed downstream due to water levels. The event has been cancelled twice this year due to high water.
6. PLP Wetlands Maintenance. Barnard outlined that the Wetlands had recently been brush hogged by a farmer associated with the Sur-Gro Coop at a cost of \$1,900. Sur-Gro Coop will spray the Wetlands in a few weeks prior to the purchase of seed sometime in December. The seed is not in the 2015 budget. Barnard and the farmer have discussed farming options that would work with the Corp project. Barnard will update CLARB at the next meeting

B. Public Works

1. FEMA Grant update: The City is currently working on compiling invoices and costs related to the storm damage, the estimated cost is \$37,000.
2. Outreach Grant Update – The City requested an extension to early Spring 2016 for the ELP restrooms, but has had no response. Davidson thought Lauren Palmer had discussed the extension with Brian Nowotney who did not take issue with it as long as progress was being made. Davidson was concerned that CLARB attendance and lack of a voting quorum might delay ELP restroom decisions and slow progress thereby putting 2016 grant applications in jeopardy. Zink asked if the voting process could be expedited by e-mail voting but there was concern that Sunshine Laws would be violated and CLARB by-laws do not allow e-mail voting. Abel stated that progress could continue by proceeding directly to the Board of Aldermen for approvals should CLARB not have a voting quorum. Abel asked CLARB members to attend the October meeting in order to recommend a design to the Board of Aldermen.
3. 5K/10K Update: A recent race run by two runners who helped certify the courses resulted in some beneficial feedback on the course. Some of the concerns were:
 - A. Provide information to volunteers indicating volunteer stations and their role in traffic control.
 - B. Make course maps available prior to the race.
 - C. Provide temporary and permanent markers indicating course direction and mileage.
 - D. The recent race was not completed at the certified course finish line resulting in incorrect race times.
 - E. The 5K and 10K races should be started at the same time.Once housekeeping items are taken care of, the City will implement a marketing program, promoting the fact that these certified courses are among the fastest and most level courses in the area.
4. The Parkville Nature Sanctuary received non-profit status and a Memorandum of Understanding (MOU) is being prepared with the Friends of the Parkville Nature Sanctuary for mutual support. The non-profit status will allow them to apply for Grants without competing with grants filed on behalf of the Parks.

7. MISCELLANEOUS ITEMS FROM THE BOARD

- A. Zink asked about a hole at English Landing Park that was discovered by Parks employees trimming trees on Sunday. Barnard advised that the hole had been fixed.
- B. Flamm advised that 3 posters were added to the time capsule, one of the current ELP restrooms with grant information, the dog parks and the boat ramp. The time capsule will be buried on Thursday morning adjacent to the flagpole at City Hall.
- C. Gresham asked if the City had made formal inquiry into tear gas canisters exploded in the river by Kansas City, Kansas. Abel advised that the Chief had followed up on it as the Park was evacuated due to the gas.
- D. Adam Zink relayed that his wife had been diagnosed with Ovarian Cancer and his absences were due to her care. Mrs. Zink is currently doing well and scheduled for surgery in August before her next round of chemo. Zink explained that his wife's care may result in future absences from CLARB meetings as well. CLARB members expressed their support for the Zink family.

8. **ADJOURN**

NEIL DAVIDSON MADE A MOTION TO ADJOURN AT 8:48 P.M. LAURA OZENBERGER SECONDED THE MOTION. MOTION APPROVED 8-0.

The minutes for September 9, 2015, having been read and considered by the Board, were approved on this the 14th day of October, 2015.

Submitted by:

A handwritten signature in blue ink that reads "Jamie Davis". The signature is written in a cursive, flowing style.

Public Works Assistant



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#15-118)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, October 14, 2015 7:00 pm

City Hall Boardroom

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m. Roll was called by Tom Barnard. Members present were: Michelle Flamm, Laura Ozenberger, Adam Zink, Neil Davidson, Phil Wassmer, William Gresham, Susan Robb and Bob Stuteville. Absent with notice were Linda Arnold and Liaison Marc Sportsman. Lauren Palmer (City Administrator), Tom Barnard (Parks Superintendent) and Jan Davis (Public Works Assistant) were present for the City. A quorum was present.

2. CITIZEN INPUT - None

3. CONSENT AGENDA

A. Approve the minutes for the September 9, 2015 regular meeting.

ADAM ZINK MOTIONED TO APPROVE THE MINUTES FROM THE SEPTEMBER 9TH REGULAR MEETING. PHIL WASSMER SECONDED THE MOTION. MOTION APPROVED 8-0.

4. ACTION AGENDA

A. CLARB 15-118-01 Recommend that the Board of Aldermen approve the ELP Restroom/Parks Storage Final Conceptual Design as presented by WSKF Architects.

Barnard introduced John Freshnock (WSKF Architects) who presented two conceptual designs and preliminary line item budget for the ELP restrooms. The survey is complete but data is missing from other design professionals needed to complete construction documents. The budget includes estimated MEP costs but no civil or structural design until direction is provided regarding roof type, heating of restrooms and landscaping. WSKF is looking to CLARB to provide that direction. Costs for the storage building are not included in the estimate. Barnard previously spoke with pole barn providers about the storage facility and received estimates ranging from \$71,000 to \$96,000. Preliminary cost estimates prepared by WSKF were higher. Freshnock stated that they still considered the buildings as an ensemble but the parks storage may need to be constructed after the restroom facility which can be done without interfering with the existing restroom building. Freshnock stated that the only way to help lower Parks storage costs is to enlist the help of a pre-engineered building supplier. In its 2016 budget planning, Public Works has determined an overall budget for the storage building of \$75,000. The 2015 budget includes \$35,000, and another \$40,000 is being requested in the 2016 budget. WSKF plans for a spring start for the restrooms, with bidding prior to Christmas. When asked how the spring start would affect the grant, Palmer replied that the City had applied for an extension which shouldn't be a problem as long as there is progress. CLARB expressed concern about the cohesive aesthetics of the pole barn adjacent to the restroom building. Freshnock replied that the same materials could be utilized on the façade of both structures. If additional funding for a Parks storage structure is approved in December the pole barn could be part of the restroom bid package. Note that the budget does not include \$23,000 originally included for concrete footings and floor slab.

Freshnock presented two roofing options: 1) a gabled roof and 2) a shed roof. The gabled roof and storage building would be viewed together, but would not share a common wall as pole barns are designed to be free-standing. Concrete masonry units (CMU) were used due to the location in a flood plain. Equipment could be removed from the pole barn in case of flood, but the restroom building would have to withstand flood waters.

Design for the women's restroom has (4) water closets (5 including the family restroom). The building footprint is also smaller. The men's restroom has 3 urinals and two water closets.

The estimate has \$12,500 for HVAC in all restrooms. There is an option to reduce the landscape budget and distribute dollars to other line items. CLARB members felt it was important that the architectural design not be a simple shell that surrounds toilets and urinals due to its location at the entrance to the Park. Freshnock noted that the current design utilizes colored, split face block with color recesses. CLARB discussed zeroing out the landscape budget and putting those funds toward more architectural design for the building exterior. CLARB felt the parks storage building was a critical part of the effort that has been needed for a long time. The HVAC budget could be cut in half by heating only the family restroom and mechanical chase in the winter. The next step in the design would be to incorporate decisions made by CLARB tonight regarding roof design, heating of restrooms and landscaping.

ADAM ZINK MOTIONED THAT THE ELP RESTROOM BUILDING HAVE A GABLED ROOF. PHIL WASSMER SECONDED THE MOTION. MOTION APPROVED 8-0.

NEIL DAVIDSON MOTIONED THAT MENS, WOMENS AND FAMILY RESTROOMS ALL BE HEATED. BILL GRESHAM SECONDED THE MOTION. MOTION APPROVED 5-2. 2 OPPOSED, 1 ABSTAINED.

NEIL DAVIDSON MOVED TO REMOVE THE LINE ITEM FOR LANDSCAPING FROM THE BUDGET, INCLUDING DESIGN. BILL GRESHAM SECONDED THE MOTION. MOTION APPROVED 7-1.

B. CLARB 15-118-02 Recommend that the Board of Aldermen select Vireo as the consultant for the Parks Master Plan.

Three proposals were received in response to the RFP for a Parks Master Plan consultant. Two finalists were interviewed on 9/22 and the selection committee recommended Vireo due to their experience and budget. Vireo's experience included Phase I design of Platte Landing Park. The County has been approached about financial support for components of the project related to Platte Landing Park. The professional services agreement would be for a \$52,000 consulting fee for base services, and the notice to proceed could be delayed dependent upon the outcome of the feasibility study. Base services would include the riverfront corridor plan. Alternate services for the city-wide Parks Plan update could be added at a later time. The City had discussed waiting until the feasibility study came back on the wetland project, but the City still has not received it. The City is hopeful to receive it by the end of the year. The City's long term capital strategy is to update the maintenance and operating plan to help keep up with the doubling parks.

NEIL DAVIDSON MOTIONED TO RECOMMEND THAT THE BOARD OF ALDERMEN APPROVE THE SELECTION OF VIREO AS THE CONSULTANT FOR THE PARKS MASTER PLAN. ADAM ZINK SECONDED THE MOTION. MOTION APPROVED 8-0.

- C. CLARB 15-118-03 Recommend that the Board of Aldermen approve the farming of the Wetlands via a 3 year lease agreement with a local farmer.

Prior to contracting with a local farmer for mowing of the Wetlands area, local farmers were queried regarding their interest in an agreement with the City to grow Alfalfa. Most farmers declined due to the poor economic feasibility for a 3 year timeframe. Subsequently, the farmer who performed the mowing expressed an interest in farming the wetlands with crops other than alfalfa. The City looks to discuss the issue again with local farmers and subsequently confirm a 3-year lease agreement. Palmer stated that there would be a fee for the use of the land, but the amount of that fee has not been decided. CLARB expressed concern about chemical fertilizing of crops and the effect on the Dog Park, damage to Park structure/roads from tractors/equipment, and whether the City would have any say in the type of crops grown. Barnard stated there is a 30 yard buffer on the back side of the Dog Park, staff would look at the road structure and the City could specify whatever type of crop is determined to be the best.

ADAM ZINK MOTIONED TO RECOMMEND THAT THE BOARD OF ALDERMEN APPROVE THE FARMING OF THE WETLANDS VIA A 3 YEAR LEASE AGREEMENT WITH A LOCAL FARMER. NEIL DAVIDSON SECONDED THE MOTION. MOTION APPROVED 8-0.

5. NON-ACTION AGENDA

6. STAFF UPDATES ON ACTIVITIES

A. Parks

1. Park Amenities Update:

- A. Neil Davidson complimented Barnard on the excellent job done by Parks Staff in the upkeep of the Parks.
- B. O-rings were recently installed by a plumber in the Murdock hydrants with no success in stopping the leaks. Staff may look at replacing the hydrants next year.
- C. Both dog parks have been drill seeded.
- D. Events:

1. Bringing Up the Rear 10K was held last weekend. Adam Zink provided suggestions for improvement: a) better display on the map, permanent mile markers and directional signage should be considered, and a suggested water station location shown.

2. KC Metro O2 Breath 5K & Fun Walk – November 14th

3. Turkey Trot 5K/10K – November 26th

4. Christmas on the River – November 20th

E. Zink has a horticulturalist on staff who has volunteered to have the strapping removed or loosened on wire girdled trees, and pull out pins and numbers. The horticulturalist should contact Tom Barnard first.

2. Public Works:

A. FEMA Grant update: The City has submitted its application for a low water crossing grant but has not heard the status.

B. McKeon tree stump art-The voting information has been posted on the website and Barnard asked CLARB members to vote.

3. Nature Sanctuary

A. Ghost Stories is scheduled for 10/24.

4. Administration

- A. The next CLARB meeting is scheduled for 11/11 (Veteran's Day). Alternate dates were discussed.

ADAM ZINK MOTIONED TO CHANGE THE NOVEMBER CLARB MEETING DATE TO 11/4. MICHELLE FLAMM SECONDED THE MOTION. MOTION APPROVED 8-0.

7. MISCELLANEOUS ITEMS FROM THE BOARD

- A. Zink asked the amount of the architectural fee for WSKF Architects for both the restroom and Parks storage building projects. Palmer replied the fee is \$45,956 for both projects and includes construction observation services.
- B. Gresham expressed a concern that Park patrons think the Parks are "leash optional". Staff will explore posting signs advising that leashes are mandatory with the possibility of up to a \$500 fine.
- C. The Dog Park donation board should be added to the November agenda.

8. ADJOURN

ADAM ZINK MADE A MOTION TO ADJOURN AT 8:38 P.M. PHIL WASSMER SECONDED THE MOTION. MOTION APPROVED 8-0.

The minutes for October 14, 2015, having been read and considered by the Board, were approved on this the 12th day of November, 2015.

Submitted by:



Public Works Assistant



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#15-119)

MINUTES

CITY OF PARKVILLE, MISSOURI

Thursday, November 12, 2015 7:00 pm

City Hall Boardroom

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m. Roll was called by Tom Barnard. Members present were: Laura Ozenberger, Adam Zink, Neil Davidson, Phil Wassmer, Susan Robb and Bob Stuteville. Absent with notice were Michelle Flamm, Linda Arnold, William Gresham and Liaison Marc Sportsman. Alysén Abel (Public Works Director), Tom Barnard (Parks Superintendent) and Jan Davis (Public Works Assistant) were present for the City. A quorum was present.

2. CITIZEN INPUT - None

3. CONSENT AGENDA

A. Approve the minutes for the October 14, 2015 regular meeting.

ADAM ZINK MOTIONED TO APPROVE THE MINUTES FROM THE OCTOBER 14^H REGULAR MEETING. NEIL DAVIDSON SECONDED THE MOTION. MOTION APPROVED 6-0.

4. ACTION AGENDA

A. CLARB 15-119-01 Recommend that the Board of Aldermen approve the ELP Restroom/Parks Storage Final Conceptual Design as presented by WSKF Architects.

Barnard introduced John Freshnock (WSKF Architects) who presented final conceptual design drawings and a budget comparison between the budget presented at the last meeting and the current budget. Freshnock detailed that the current design relocated the building due to grades and makes every effort to keep the roof in the event of a 100 year flood event. Two additional feet of grade were added to the restroom building site and the walls were raised to a 10' height. Mechanical, electrical and plumbing consultants also weighed in on this design. The electrical engineer felt that the last electrical budget was low and raising that line item, coupled with aesthetic changes to the building exterior, overran the budget. Abel and Freshnock went through the estimate and value engineered approximately \$36,000 from the budget. The budget has been reduced to \$197,000 and CLARB discussed priorities to be added back to reach a final \$210,000 budget.

ADAM ZINK MOTIONED TO RECOMMEND THAT THE BOARD OF ALDERMEN APPROVE THE ELP RESTROOM/PARKS STORAGE FINAL CONCEPTUAL DESIGN AS PRESENTED BY WSKF ARCHITECTS WITH THE FOLLOWING ITEMS ADDED TO THE BID DOCUMENTS AS ADD ALTERNATES: 1) DRINKING FOUNTAIN, 2) SINK IN THE WOMEN'S RESTROOM AND 3) HEAT WOMEN'S AND MEN'S RESTROOMS. PHIL WASSMER SECONDED THE MOTION. MOTION APPROVED 6-0.

B. CLARB 15-119-02 Recommend that the Board of Aldermen approve the Outreach Grant.

Staff recommended applying for an Outreach Grant for four projects: 1) purchase two zero-turn mowers for the Parks Division, 2) widen the existing trail around Grigsby Field, 3) add a dog park shade awning and 4) funding for the Parks storage building. The 2016 budget has funds for the purchase of one zero turn mower, with a second purchase in 2017. Two are currently needed.

The City has no matching funds for the shade structure which is a requirement of the grant. CLARB discussed priority items for the grant application.

ADAM ZINK MOTIONED TO RECOMMEND THAT THE BOARD OF ALDERMEN APPROVE THE OUTREACH GRANT FOR 1) PARKS STORAGE BUILDING, FENCING, GRAVEL DRIVE, AND LANDSCAPING, 2) TRAIL UPGRADE AROUND GRIGSBY FIELD WITH THE CONVERSION OF HARD SURFACE TO CHAT, ADDITION OF A TRAIL WITHIN THE LARGE DOG PARK WITH MATCHING STAFF LABOR AND MILE MARKERS. PHIL WASSMER SECONDED THE MOTION. MOTION APPROVED 6-0.

5. NON-ACTION AGENDA

6. STAFF UPDATES ON ACTIVITIES

A. Parks

1. Parks Update:

- A. *Spirit Fountain Pump.* The Spirit Fountain pump gave out, was removed and taken to FTC who estimated replacement cost at \$2,200. That cost has been included in 2016 budget.
2. *Events update:*
 - A. Christmas on the River – 11/20
 - B. Turkey Trot – 11/24
 - C. Hillcrest kickball tournament – 11/21
 - D. KC Metro 02 fun walk – 11/14
 - E. Santa’s workshop, 11/20 until Christmas
3. *Standing events.* 2016 event calendar was presented with standing event dates along with smaller repeat events who have requested dates as well.
4. Park electrical pedestals were vandalized and the Park received wind damage from a recent storm resulting in the loss of a large maple tree behind the east shelter and several silver maples.
5. All ash trees have been removed from the parking lot along East and McAfee except for the trees that parallel S. Main Street, where the electric pedestals are located.

B. Public Works:

1. *FEMA grant update.* Staff submitted the application for the low water crossing. FEMA has responded that it is taking the application to the next level.
2. *McKeon tree stump voting results.* The bald eagle received the most votes, staff has received contractor pricing, and is in the process of preparing contracts.
3. The next CLARB meeting is tentatively scheduled for 12/9.

7. MISCELLANEOUS ITEMS FROM THE BOARD

- A. Ozenberger asked the status of the water hydrants in Platte Landing Park. Barnard had asked the manufacturer for warranty help or replacement, but the one year warranty has passed. He would like to consider replacing the hydrants with something similar to what is used in English Landing Park, which is readily available, less expensive, and easier to maintain.
- B. CLARB discussed Wetlands farming. Brian Kringle (farmer currently farming acreage by the Wastewater Treatment plant) sold the property to Platte County that is now Platte Landing Park. Based on his relationship to the property, staff reached out to him first to request a proposal for the farming of the wetland area. An RFP and farming agreement were prepared and will be sent to Kringle for his response.

8. **ADJOURN**

NEIL DAVIDSON MADE A MOTION TO ADJOURN AT 8:36 P.M. PHIL WASSMER SECONDED THE MOTION. MOTION APPROVED 6-0.

The minutes for November 11, 2015, having been read and considered by the Board, were approved on this the 13th day of January 2016.