



**COMMUNITY LAND AND RECREATION BOARD**

Regular Meeting (#15-111) Agenda  
CITY OF PARKVILLE, MISSOURI  
Wednesday, March 11 2015 7:00 pm  
City Hall Boardroom

**1. CALL TO ORDER**

A. Roll Call

1. Michelle Flamm[ ] Laura Ozenberger[ ] Adam Zink[ ] Neil Davidson[ ] Bill Noble[ ]  
Phil Wassmer[ ] Chris Cardwell[ ] William Gresham[ ] Susan Robb [ ] Marc  
Sportsman (Liaison) [ ]

**2. CITIZEN INPUT**

**3. CONSENT AGENDA**

- A. Approve the minutes for the February 11, 2014 regular meeting.

**4. ACTION AGENDA**

**5. NON-ACTION AGENDA**

- A. Discussion on the Parkville Parks Donation Program.

**6. STAFF UPDATES ON ACTIVITIES**

A. Parks

1. Dog Park update.
2. Outreach Grant Update.
3. Graffiti Update.
4. Spirit Fountain Update.
5. Tree City "USA" Update.

B. Administration

1. Lake Pointe Lodge

**7. MISCELLANEOUS ITEMS FROM THE BOARD**

**8. ADJOURN**

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 1<sup>st</sup> Saturday each month starting in April through September with the exception of July 4<sup>th</sup>. 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 12<sup>th</sup> Annual Parkville Microbrew Fest scheduled for

April 25<sup>th</sup>. 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 24<sup>th</sup> 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.

## CITY OF PARKVILLE Policy Report

Date: March 5, 2015

Prepared By:  
Tim Blakeslee  
Assistant to the City Administrator

Reviewed By:  
Tom Barnard  
Parks Superintendent

ISSUE:  
Discussion on the Parkville Parks Donation Program.

### BACKGROUND:

Over the past several months, the City has received a number of inquiries into donation possibilities in both English Landing Park and Platte Landing Park. As presented to the Community Land and Recreation Board (CLARB) on January 14, 2014, the City has begun creating a new park donation plan to better take advantage of future donation requests.

Over the last month, staff has developed draft documentation and information for a new Parkville Parks Donation Program. The donation program is split into three primary areas of focus: Memorial Bench Donation, Memorial Tree Donation, and Dog Park Donations. Staff plans a brief informational presentation during the meeting tonight to highlight the program. Staff would like feedback and/or recommendations from CLARB on the presented ideas or on additional issues not previously discussed before submission for final approval.

### Program Highlights:

- **Memorial Bench Donation:** A bench donation includes a black 6 foot long bench that is made with a thermo-plastic coating over steel set in a concrete pad, a memorial plaque, a commemorative certificate, and a photo of the bench.
- **Memorial Tree Donation:** A tree donation includes a high-quality 30 gallon tree, which is 8 to 12 feet tall and 2"-2.5" caliper, planted and maintained for its life span. A memorial tree donation also includes a commemorative certificate and a photo of the tree.
- **Dog Park Donations:**
  - *Dog Tag Program:* Purchase of a Dog Tag memorial plaque helps support the Dog Park. Dog tags will be on display year round on a display board at the Dog Park. A Donation of \$25.00-\$50.00 reserves a personalized dog tag plaque at the Dog Park. Donated funds will be used for the purchase of new Dog Park equipment and general year round maintenance of the Dog Park. For an example Dog Tag board please see attachment 2.

### Other Program Highlights:

- Informational webpage.
- Brochure/paper applications.
- Online bench and tree applications.
- Online/QR code donation page for Dog Tags or other donations.
- Final documentation will also include an available Bench Location Map.

Creating the foundation of a basic donation program now will allow the City to more easily implement a program for future public-private partnerships that could help fund some of the

## **ITEM #5A**

*For 03-11-15*

*Community Land and Recreation Board*

proposed park amenities identified by an update to the parks master plan. Future updates to the donation program could include large scale donation programs, fund matching programs, and partnership programs.

### BUDGET IMPACT:

As this is a discussion item, there is no budget impact at this time.

### ALTERNATIVES:

1. Accept the update from staff and provide guidance on the discussion items presented.
2. Direct staff in another direction.

### STAFF RECOMMENDATION:

Staff recommends that CLARB receive the update on public-private partnership programs.

### POLICY:

City code section 140.010 describes CLARB as the advisory board which is appointed by the Mayor of the City and approved by the Board of Aldermen and functions to assist the Director of Parks and Recreation for planning, event coordination and tree and community land management.

### SUGGESTED MOTION:

As this is a discussion item, no motion is necessary.

### ATTACHMENT:

1. Donation Brochure
2. Sample Dog Tag Board
3. Sample Bench Location List

Donate to the...

# Dog Park

## Donation Options:

Honor your four legged best friend today! Purchase a Dog Tag memorial plaque for your dog and help support the Park. Dog tags will be on display year round at the Dog Park.

\$25 or \$50 Donation reserves a personalized dog tag plaque at the dog park. To donate visit: [www.parkvillemo.gov/dog-tag-donations](http://www.parkvillemo.gov/dog-tag-donations)

Funds will be used for the purchase of new Dog Park equipment and general year round Dog Park maintenance.

Memorial Benches are available for donation inside and around the Dog Park. Bench donation city wide is \$2,000.

A Memorial Bench donation includes: Memorial Bench, Plaque, and Concrete Pad.

To donate: Please fill out the Memorial Bench Donation Application online or in this brochure.

Dog Park toys and amenities are available for donation inside and around the Dog Park.

Available for donation: Ramps, tunnels, and tee-totters. These donation options range from \$500 to \$2,000.

To donate: Please contact the Parks Department at 816-741-0824.



City Hall  
8880 Clark Ave.  
Parkville, Missouri 64152

A large white sign with a blue border, mounted on a black post. The sign features the Parkville Missouri logo at the top, followed by the word "Parks" in a large, blue, serif font, and "Donation Program" in a very large, blue, serif font below it. The background of the sign is white, and the sign is set against a backdrop of trees and a path covered in yellow leaves.

*Parkville*  
Missouri  
**Parks**  
**Donation**  
**Program**

Donate a Memorial...

# Bench

## Donation Options:

Please fill out the following application if you wish to donate a Memorial Bench. There are a variety of memorial bench locations available in the city parks. Most open locations are in Platte Landing Park. Visit [www.parkvillemo.gov/benchdonation](http://www.parkvillemo.gov/benchdonation) for the open location list. Benches can be installed any time of year. A memorial plaque accompanies the bench.

Fill out the online application at:  
[www.parkvillemo.gov/benchdonation](http://www.parkvillemo.gov/benchdonation)

**Memorial Bench, Plaque, and Concrete Pad: \$2000.00**

Selected Bench Location #: \_\_\_\_\_

Available locations: [www.parkvillemo.gov/bench-donation-map](http://www.parkvillemo.gov/bench-donation-map)

Donor's Name: \_\_\_\_\_

Date: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Plaque inscription:

Dedicated To: \_\_\_\_\_

OR

In memory of: \_\_\_\_\_

Please note: All inscriptions will be reviewed for acceptable length and appropriateness.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Make checks payable to: The City of Parkville. Credit Card is also accepted. A 3.75% convenience will apply.

Bring the completed Application and Payment to Parkville City Hall, 8880 Clark Ave. Parkville, MO. 64152

Donate a Memorial...

# Tree

## Donation Options:

Please fill out the following application if you wish to donate a memorial tree. Trees may be donated any time of the year, however they will only be planted during the tree planting season (November through early March). The exact location within the park is at the discretion of the Parks Superintendent. We are planting memorial trees in English Landing Park, Platte Landing Park, Adams Park, and Watkins Park.

Fill out the online application at:  
[www.parkvillemo.gov/treedonation](http://www.parkvillemo.gov/treedonation)

**Memorial Tree: \$400.00**

Tree Specie (Circle one):

Bald Cypress    Swamp White Oak    Pin Oak  
London Plane Tree    Dawn Redwood    Black Gum

Tree Location (Circle one):

Platte Landing Park    Platte Landing Park (Dog Park)  
English Landing Park    Adams Park    Watkins Park

Donor's Name: \_\_\_\_\_

Date: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Certificate Inscription: \_\_\_\_\_

Please note: A memorial plaque does not accompany the tree. A picture and memorial certificate is mailed to the donor.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Make checks payable to: The City of Parkville. Credit Card is also accepted. A 2.5% convenience will apply.

Bring the completed Application and Payment to Parkville City Hall, 8880 Clark Ave. Parkville, MO. 64152

More about our...

# Parks

**English Landing Park:** English Landing Park is a 68-acre facility with several amenities, including; 3 miles of walking trails, a large playground area, a boat ramp, picnic shelters, sand volleyball court, and a disc golf course. This park is sure to satisfy anyone wanting to take advantage of the great outdoors. The park, with its scenic walking trails that closely parallel the winding Missouri River, is like none other in the metro area. English Landing Park attracts a wide variety of users from bicyclists to walking or running enthusiasts; there is a recreation outlet for all to enjoy.

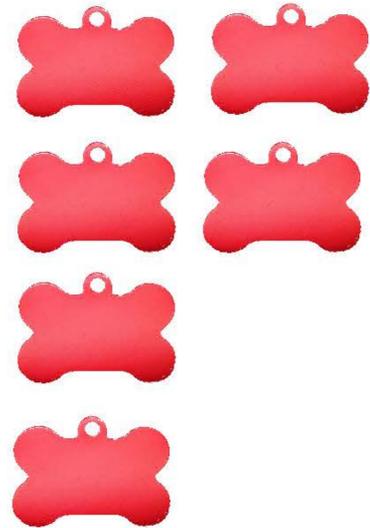
**Platte Landing Park:** Platte Landing Park is a cooperative effort between Platte County and the City of Parkville. The first phase of the new 140 acre park includes two miles of trails, Platte County's first off-leash area for dogs, and a new boat ramp into the main channel of the Missouri River.

**Pocket Park:** Located in the downtown historic district, Pocket Park is a central gathering location that includes a wide variety of sights, from an acoustic guitar player on a summer evening night to a Christmas caroler in the chill of winter. The unique downtown ambiance has a magnetic draw to all those who may just happen to pass by.

**Adams Park:** Adams Park is our mini-neighborhood park located just off Main Street at the intersection of 13th and Walnut Streets. The park land was donated in 1977 by Joan Adams Mondale, wife of Vice-President Walter Mondale, in memory of her grandparents Dr. and Mrs Charles Ryan Adams. The small park shelter with picnic area cannot be reserved, but rather may be used on a first come first serve basis. Water and electricity are not available.

**Watkins Park:** Watkins Park is one of the City's two neighborhood parks. Located just a few blocks from Main Street, Watkins Park features a picnic shelter, basketball goal, a small oval trail, and an area for horseshoes. The park land was donated on behalf of the Watkins family in honor of Bruce Watkins, a prominent citizen and former Kansas City Councilmember. The shelter cannot be reserved, but rather can be used on a first come first serve basis. The park is located just west of Main Street at the intersection of West and 10th Streets.

Our Supporters:



visit [www.parkvillemo.gov/dogtagdonate](http://www.parkvillemo.gov/dogtagdonate) for more details

# Sample bench location map.



**PLATTE LANDING PARK** Parkville, MO

Scale: 1" = 120'-0"

