

**Community Land and Recreation Board Meeting**

September 10, 2014

**MINUTES**

Meeting 106

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

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

**Public Input:** None.

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

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

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

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

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

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

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

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

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

### **Discussion and Information:**

#### **Winter Wonderland Initiative – Tom Hutsler & Main Street Parkville Association-**

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

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

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

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

**“Tree City USA”**- Tom Barnard received notification that the Tree Resource Improvement and Maintenance Grant he submitted in the spring was accepted. The grant will go towards the removal or pruning of declining trees where professional tree workers and equipment is necessary.

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

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

**Other Business:**

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

**Adjourn**

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

Respectfully submitted: \_\_\_\_\_ Tom Barnard, Parks Superintendent

APPROVED:

\_\_\_\_\_Michelle Flamm, Chairman