



## COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#15-115) Agenda  
CITY OF PARKVILLE, MISSOURI  
Wednesday, July 8, 2015 7:00 pm  
City Hall Boardroom

### 1. CALL TO ORDER

#### A. Roll Call

- Michelle Flamm[ ] Laura Ozenberger[ ] Adam Zink[ ] Neil Davidson[ ]  
Linda Arnold[ ] Phil Wassmer[ ] Chris Cardwell[ ] William Gresham[ ]  
Susan Robb [ ] Marc Sportsman (Liaison) [ ]

### 2. CITIZEN INPUT

### 3. CONSENT AGENDA

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

### 4. ACTION AGENDA

- A. CLARB 15-115-01: Recommend that the Board of Aldermen approve the revisions to the Parkville Parks Donation Program.
- B. CLARB 15-115-02: Recommend that the Board of Aldermen approve the costs associated with the PLP wetland maintenance.

### 5. NON-ACTION AGENDA

### 6. STAFF UPDATES ON ACTIVITIES

#### A. Parks

- River Jam
- July 4th

#### B. Public Works

- Signs at Main Street and McAfee
- Barbara Lance Dedication
- Steamboat Arabia Dedication – July 9<sup>th</sup> at 2pm

#### C. Administration

### 7. MISCELLANEOUS ITEMS FROM THE BOARD

### 8. ADJOURN



## 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 13<sup>TH</sup> 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 5<sup>th</sup> at the low water crossing and the entrance to the bridge was blocked off Saturday morning, June 6<sup>th</sup> 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.**

## **CITY OF PARKVILLE Policy Report**

Date: June 30, 2015

Prepared By:  
Tim Blakeslee  
Assistant to the City Administrator

Reviewed By:  
Tom Barnard  
Parks Superintendent

ISSUE:  
Adopt revisions to the Parkville Parks Donation Program.

### **BACKGROUND:**

On April 8, 2015 the Community Land and Recreation Board (CLARB) approved the Parkville Parks Donation Program. On April 21, 2015 the Board of Aldermen adopted the Parkville Parks Donation Program as recommended by CLARB. The project was undertaken because the City received a number of inquiries into donation possibilities in both English Landing Park and Platte Landing Park. Overall, the implementation process has gone relatively smoothly. However, the program is intended to be changed as new, and/or previously unrecognized opportunities arise.

### **Additional English Landing Park Bench Locations**

City Staff has seen a demand from potential donors for bench locations along the riverfront. The riverfront area with the greatest number of possible bench donation locations is in Platte Landing Park; however, City Staff is hesitant to add benches in Platte Landing Park until a coherent vision for the Park's riverfront is conceived.

To satiate the current demand for riverfront bench locations, City Staff proposes adding four bench locations south of Grigsby Field and the A-Truss Bridge along the river (Attachment 1). These various locations are a combination of new locations and locations that would replace older wooden benches. City Staff recommends that these new riverfront benches have a premium donation price tag of \$3,000, as opposed to the \$2,000 donation cost of the other bench locations in English Landing Park and Platte Landing Park. Pending CLARB's recommendation, the new bench locations would be updated on the interactive map and in the brochure.

### **Dog Tag Donation Board**

One planned element of the donation program is a dog park donation board, which will showcase dog tags that can be individually donated. Since the donation board would be considered a park enhancement, the City initially looked to CLARB for a recommendation. On May 7, 2015 CLARB recommended to the City Administrator the purchase of a donation board from Information Centers at a cost of \$1,822.20. This purchase was not a budgeted for 2015, but City Staff believed there would be enough funds to incorporate it into line item 525-05-41-03 (Park Enhancements).

After calculating future expenses and incurring some various unforeseen costs, it was calculated that the anticipated money for the donation board in line 525-05-41-03 has been or will be dedicated to other projects. City Staff believes the next best alternative is to pay for the board out of the Parks Donation Fund. Future dog tag donations will offset the expense over time. Accounting for the cost of the tag itself, it would take approximately twenty-two \$100 donations to pay for the board, forty-seven \$50 donations, or a proportional combination of both. The Parks

## **ITEM #4A**

*For 07-08-15*

*Community Land and Recreation Board*

Donation fund has the available funds to purchase the board. As previously planned, future donations above the purchase cost will be collected in the Parks Donation Fund, but will be allocated to dog park amenities and maintenance. The tracking for this is a capability of the City's accounting software.

### **BUDGET IMPACT:**

Per the Purchasing Policy, Resolution No. 10-02-14, purchases below \$2,500 are approved by the City Administrator. Since the cost of the donation board (\$1,822.20) is a Parks Donation Fund issue, the City is seeking a recommendation from CLARB. There is no immediate budget impact as a result of adding the new riverfront bench locations.

### **ALTERNATIVES:**

1. Recommend that the Board of Aldermen adopt the revisions to the Parkville Parks Donation Program.
2. Direct staff to make changes to satisfy the desires of CLARB, and recommend that the Board of Aldermen adopt the Parkville Parks Donation Program, pending the directed changes.
3. Postpone the item.

### **STAFF RECOMMENDATION:**

Staff recommends that CLARB recommend that the Board of Aldermen adopt revisions to the Parkville Parks Donation Program.

### **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:**

I move to recommend that the Board of Aldermen adopt revisions to the Parkville Parks Donation Program.

### **ATTACHMENT:**

1. New Bench Location Pictures









## **CITY OF PARKVILLE Policy Report**

Date: June 30, 2015

Prepared By:  
Alysen Abel  
Public Works Director

Reviewed By:  
Tim Blakeslee  
Assistant to the City Administrator

ISSUE:

Recommend that the Board of Aldermen approve the purchase order with Leavenworth County Cooperative for a sprayer and chemicals to treat the weeds in the Platte Landing Park wetland.

BACKGROUND:

Platte Landing Park is owned by Platte County, but the City of Parkville is responsible for the maintenance of the park, including the wetland area. The City and County signed a Memorandum of Understanding addressing the maintenance of Platte Landing Park, allowing the City to determine the best course of action for maintenance of the park area.

Last winter, the Parks staff tried repeatedly to burn the Johnson grass in the wetland area. They were only able to burn approximately one-quarter of the area. Over the past few months, the wetland area has been overtaken by Honeysuckle, Canadian Thistle and Johnson grass. Since summer is outside of the burning season, the City must act to gain control of the wetland area. The City has consulted with several professionals to obtain information about recommended maintenance needs of the wetland.

Staff reached out to Laurie Brown with Vireo to obtain her expert opinion about the wetland. Her recommendation is included as Attachment 1 to this policy report. This recommendation was presented at the June CLARB meeting. Additionally, Staff reached out to local farmers to cultivate the area with crops, but the three-year timeline prior to the Corps project would not allow them to recover their investment cost. Staff also looked into mowing or discing the wetland area, but there is a chance this will cause the weeds to spread. Another option explored was seeding the wetland area, but the cost of the seed was approximately \$10,000.

Since the June CLARB meeting, the Parks Supervisor reached out to Donovan Hite, the contractor hired by Platte County Parks and Recreation to construct and temporarily maintain the designated wetland area in Platte Landing Park. He recommended spraying the area with herbicide with a commercial grade sprayer, then mowing the area. This recommendation is also included as an option to control Johnson grass in the Vireo memo from Laurie Brown.

Staff obtained cost estimates to treat the wetland area with herbicide. The only way to obtain a commercial grade sprayer is through a county cooperative. Leavenworth County Cooperative will rent the equipment, along with the herbicide material, for \$22 per acre, or \$2,200 to treat the 100 acre area.

Staff will also need to mow the area after the chemical treatment. Staff is currently looking into options that include purchasing, leasing, and renting appropriate mowing equipment.

## **ITEM #4B**

*For 07-08-15*

*Community Land and Recreation Board*

### BUDGET IMPACT:

There is no budget line item associated with wetland maintenance. The cost associated with the maintenance would have to come from other budget line items.

### ALTERNATIVES:

1. Recommend that the Board of Aldermen approve the purchase order with Leavenworth County Cooperative.
2. Do not approve the purchase order and provide alternative direction to staff.
3. Postpone the item.

### STAFF RECOMMENDATION:

Staff recommends that CLARB recommend that the Board of Aldermen approve the purchase order with Leavenworth County Cooperative for the sprayer and chemicals to treat the Platte Landing Park wetland area.

### POLICY:

Section 150.050.A. of the Parkville Municipal Code directs CLARB to act in an advisory capacity to the Board of Aldermen to develop and administer a writer plan for the care, preservation, pruning, planting, replanting, removal, or disposition of trees and shrubs along streets and in other public areas. As CLARB serves in an advisory capacity, its recommendations must be approved by the Board of Aldermen.

### SUGGESTED MOTION:

I recommend that the Board of Aldermen approve the purchase order with Leavenworth County Cooperative for the sprayer and chemicals to treat the Platte Landing Park wetland area in an amount of \$22 per acre.

### ATTACHMENTS:

1. Vireo Recommendation

## MEMORANDUM

Project Name | Platte Landing Park  
Project No | 12210.1

Date | June 3, 2015

To | Tom Barnard, City of Parkville

From | Laurie Brown, Vireo

Re | Interim Open Space Vegetation Management

Tom,

The following are some initial recommendations for management of the existing vegetation within the open space areas in Platte Landing Park. The primary goal of vegetation management at this stage is to control noxious and other undesirable weeds until implementation of the Section 1135 Ecosystem Restoration project and seeding of the adjoining open space can occur.

Existing vegetation is a mix of weedy species including Johnson grass which is a state listed noxious weed. In addition to the herbaceous weeds, I noticed that shrub honeysuckle is popping up throughout drier portions of the site. These two weeds are the highest priority for control do to their aggressive nature and the difficult of eradicating if left unmanaged.

Key points for the CLARB members to understand are:

- Vegetation management of the existing weeds is critical for both short and long-term goals within the park.
- If left unmanaged, the weeds will become a problem within the dog park and other open space areas within the park.
- Johnsongrass is a state listed noxious weed therefore, by state law it must be controlled "It shall be the duty of every owner of lands in this state, including but not limited to any person, association of persons, corporation, partnership, state highways and transportation commission, state department, state agency, county commission, township board, school board, drainage board, governing body of an incorporated city, railroad company or other transportation company and such company's authorized agent, and any person supervising state-owned lands to control all noxious weeds growing thereon so often in each and every year as shall be sufficient to prevent such noxious weeds from going to seed." (Section 263.190.1 MO State Statutes).
- While it may seem daunting to spend money up front, in the long run proper management of the weedy vegetation will be more manageable for personnel and for budgets.

Johnson grass control:

- Check with NRCS to see if they have cost share money to help with this effort.
- Recommended herbicide is Outrider. See the attached product information.
- Grass should be sprayed prior to it going to seed (18-24" of growth).
- Wait 2 weeks after herbicide application to mow. Mow weeds as short as possible.
- An additional application of herbicide should be applied to new growth in the early fall (Sept) time frame.

Planning & Design

Vireo

BeVireo.com

**Kansas City**  
929 Walnut Suite 700  
Kansas City MO 64106  
816-756-5690

**Omaha**  
1111 N. 13th Street Suite 116  
Omaha, NE 68102  
402-553-5485

- Evaluate and repeat the next growing season, if needed.

**General vegetation management:**

- Control of weedy vegetation early will make implementation of the ecosystem restoration project and seeding of the adjoining open space areas easier and more cost effective.
- Weeds can be controlled through a variety of methods:
  - Mowing/brush hogging weeds 2-3 times during the growing season. The downside to this is the cost and the fact that this method does not effectively deal with Johnsongrass.
  - Prescribed fire. At this time, there is not sufficient fuel (grasses, etc) to support an effective burn. The existing vegetation is too woody in nature and therefore difficult to burn. The presence of grasses and other quick burning fuels could make this a viable management option in the future.
  - Agricultural cropping. Planting of crops like alfalfa can assist with weed management and provide a crop that can be harvested. Consider doing this as a permittee farming operation where the farmer gets to harvest and keep/sell the crop for their efforts. It may be necessary to cost share some of the site preparation (herbicide) to encourage this. You might check with MDC to see if they have a permittee farmer in the area who might be interested.
  - Grass seeding. Seeding the site with a simple grass mix. This option would require herbicide treatment and mowing/brush hogging of the existing vegetation prior to seeding the site. A light to medium seeding will likely cost around \$5,000 for the 100 acres in addition to the cost for the herbicide.