



## 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 63<sup>rd</sup> 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 1<sup>st</sup> 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 style.

Public Works Assistant