



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