



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#15-118)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, October 14, 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, Phil Wassmer, William Gresham, Susan Robb and Bob Stuteville. Absent with notice were Linda Arnold and Liaison Marc Sportsman. 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 September 9, 2015 regular meeting.

ADAM ZINK MOTIONED TO APPROVE THE MINUTES FROM THE SEPTEMBER 9TH REGULAR MEETING. PHIL WASSMER SECONDED THE MOTION. MOTION APPROVED 8-0.

4. ACTION AGENDA

A. CLARB 15-118-01 Recommend that the Board of Aldermen approve the ELP Restroom/Parks Storage Final Conceptual Design as presented by WSKF Architects.

Barnard introduced John Freshnock (WSKF Architects) who presented two conceptual designs and preliminary line item budget for the ELP restrooms. The survey is complete but data is missing from other design professionals needed to complete construction documents. The budget includes estimated MEP costs but no civil or structural design until direction is provided regarding roof type, heating of restrooms and landscaping. WSKF is looking to CLARB to provide that direction. Costs for the storage building are not included in the estimate. Barnard previously spoke with pole barn providers about the storage facility and received estimates ranging from \$71,000 to \$96,000. Preliminary cost estimates prepared by WSKF were higher. Freshnock stated that they still considered the buildings as an ensemble but the parks storage may need to be constructed after the restroom facility which can be done without interfering with the existing restroom building. Freshnock stated that the only way to help lower Parks storage costs is to enlist the help of a pre-engineered building supplier. In its 2016 budget planning, Public Works has determined an overall budget for the storage building of \$75,000. The 2015 budget includes \$35,000, and another \$40,000 is being requested in the 2016 budget. WSKF plans for a spring start for the restrooms, with bidding prior to Christmas. When asked how the spring start would affect the grant, Palmer replied that the City had applied for an extension which shouldn't be a problem as long as there is progress. CLARB expressed concern about the cohesive aesthetics of the pole barn adjacent to the restroom building. Freshnock replied that the same materials could be utilized on the façade of both structures. If additional funding for a Parks storage structure is approved in December the pole barn could be part of the restroom bid package. Note that the budget does not include \$23,000 originally included for concrete footings and floor slab.

Freshnock presented two roofing options: 1) a gabled roof and 2) a shed roof. The gabled roof and storage building would be viewed together, but would not share a common wall as pole barns are designed to be free-standing. Concrete masonry units (CMU) were used due to the location in a flood plain. Equipment could be removed from the pole barn in case of flood, but the restroom building would have to withstand flood waters.

Design for the women's restroom has (4) water closets (5 including the family restroom). The building footprint is also smaller. The men's restroom has 3 urinals and two water closets.

The estimate has \$12,500 for HVAC in all restrooms. There is an option to reduce the landscape budget and distribute dollars to other line items. CLARB members felt it was important that the architectural design not be a simple shell that surrounds toilets and urinals due to its location at the entrance to the Park. Freshnock noted that the current design utilizes colored, split face block with color recesses. CLARB discussed zeroing out the landscape budget and putting those funds toward more architectural design for the building exterior. CLARB felt the parks storage building was a critical part of the effort that has been needed for a long time. The HVAC budget could be cut in half by heating only the family restroom and mechanical chase in the winter. The next step in the design would be to incorporate decisions made by CLARB tonight regarding roof design, heating of restrooms and landscaping.

ADAM ZINK MOTIONED THAT THE ELP RESTROOM BUILDING HAVE A GABLED ROOF. PHIL WASSMER SECONDED THE MOTION. MOTION APPROVED 8-0.

NEIL DAVIDSON MOTIONED THAT MENS, WOMENS AND FAMILY RESTROOMS ALL BE HEATED. BILL GRESHAM SECONDED THE MOTION. MOTION APPROVED 5-2. 2 OPPOSED, 1 ABSTAINED.

NEIL DAVIDSON MOVED TO REMOVE THE LINE ITEM FOR LANDSCAPING FROM THE BUDGET, INCLUDING DESIGN. BILL GRESHAM SECONDED THE MOTION. MOTION APPROVED 7-1.

B. CLARB 15-118-02 Recommend that the Board of Aldermen select Vireo as the consultant for the Parks Master Plan.

Three proposals were received in response to the RFP for a Parks Master Plan consultant. Two finalists were interviewed on 9/22 and the selection committee recommended Vireo due to their experience and budget. Vireo's experience included Phase I design of Platte Landing Park. The County has been approached about financial support for components of the project related to Platte Landing Park. The professional services agreement would be for a \$52,000 consulting fee for base services, and the notice to proceed could be delayed dependent upon the outcome of the feasibility study. Base services would include the riverfront corridor plan. Alternate services for the city-wide Parks Plan update could be added at a later time. The City had discussed waiting until the feasibility study came back on the wetland project, but the City still has not received it. The City is hopeful to receive it by the end of the year. The City's long term capital strategy is to update the maintenance and operating plan to help keep up with the doubling parks.

NEIL DAVIDSON MOTIONED TO RECOMMEND THAT THE BOARD OF ALDERMEN APPROVE THE SELECTION OF VIREO AS THE CONSULTANT FOR THE PARKS MASTER PLAN. ADAM ZINK SECONDED THE MOTION. MOTION APPROVED 8-0.

- C. CLARB 15-118-03 Recommend that the Board of Aldermen approve the farming of the Wetlands via a 3 year lease agreement with a local farmer.

Prior to contracting with a local farmer for mowing of the Wetlands area, local farmers were queried regarding their interest in an agreement with the City to grow Alfalfa. Most farmers declined due to the poor economic feasibility for a 3 year timeframe. Subsequently, the farmer who performed the mowing expressed an interest in farming the wetlands with crops other than alfalfa. The City looks to discuss the issue again with local farmers and subsequently confirm a 3-year lease agreement. Palmer stated that there would be a fee for the use of the land, but the amount of that fee has not been decided. CLARB expressed concern about chemical fertilizing of crops and the effect on the Dog Park, damage to Park structure/roads from tractors/equipment, and whether the City would have any say in the type of crops grown. Barnard stated there is a 30 yard buffer on the back side of the Dog Park, staff would look at the road structure and the City could specify whatever type of crop is determined to be the best.

ADAM ZINK MOTIONED TO RECOMMEND THAT THE BOARD OF ALDERMEN APPROVE THE FARMING OF THE WETLANDS VIA A 3 YEAR LEASE AGREEMENT WITH A LOCAL FARMER. NEIL DAVIDSON SECONDED THE MOTION. MOTION APPROVED 8-0.

5. NON-ACTION AGENDA

6. STAFF UPDATES ON ACTIVITIES

A. Parks

1. Park Amenities Update:

- A. Neil Davidson complimented Barnard on the excellent job done by Parks Staff in the upkeep of the Parks.
- B. O-rings were recently installed by a plumber in the Murdock hydrants with no success in stopping the leaks. Staff may look at replacing the hydrants next year.
- C. Both dog parks have been drill seeded.
- D. Events:

- 1. Bringing Up the Rear 10K was held last weekend. Adam Zink provided suggestions for improvement: a) better display on the map, permanent mile markers and directional signage should be considered, and a suggested water station location shown.

- 2. KC Metro O2 Breath 5K & Fun Walk – November 14th

- 3. Turkey Trot 5K/10K – November 26th

- 4. Christmas on the River – November 20th

- E. Zink has a horticulturalist on staff who has volunteered to have the strapping removed or loosened on wire girdled trees, and pull out pins and numbers. The horticulturalist should contact Tom Barnard first.

2. Public Works:

- A. FEMA Grant update: The City has submitted its application for a low water crossing grant but has not heard the status.

- B. McKeon tree stump art-The voting information has been posted on the website and Barnard asked CLARB members to vote.

3. Nature Sanctuary

- A. Ghost Stories is scheduled for 10/24.

4. Administration

- A. The next CLARB meeting is scheduled for 11/11 (Veteran's Day). Alternate dates were discussed.

ADAM ZINK MOTIONED TO CHANGE THE NOVEMBER CLARB MEETING DATE TO 11/4. MICHELLE FLAMM SECONDED THE MOTION. MOTION APPROVED 8-0.

7. MISCELLANEOUS ITEMS FROM THE BOARD

- A. Zink asked the amount of the architectural fee for WSKF Architects for both the restroom and Parks storage building projects. Palmer replied the fee is \$45,956 for both projects and includes construction observation services.
- B. Gresham expressed a concern that Park patrons think the Parks are "leash optional". Staff will explore posting signs advising that leashes are mandatory with the possibility of up to a \$500 fine.
- C. The Dog Park donation board should be added to the November agenda.

8. ADJOURN

ADAM ZINK MADE A MOTION TO ADJOURN AT 8:38 P.M. PHIL WASSMER SECONDED THE MOTION. MOTION APPROVED 8-0.

The minutes for October 14, 2015, having been read and considered by the Board, were approved on this the 12th day of November, 2015.

Submitted by:



Public Works Assistant