



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#20-1) Agenda
CITY OF PARKVILLE, MISSOURI
Wednesday, January 8, 2020 6:00 pm

1. CALL TO ORDER

A. Roll Call

- | | | |
|--|---|--|
| <input type="checkbox"/> Adam Zink (Chair) | <input type="checkbox"/> Laura Ozenberger (Secretary) | <input type="checkbox"/> Michelle Flamm |
| <input type="checkbox"/> Linda Arnold | <input type="checkbox"/> Neil Davidson (Vice Chair) | <input type="checkbox"/> Bill Gresham |
| <input type="checkbox"/> Susan Robb | <input type="checkbox"/> Bob Stuteville | <input type="checkbox"/> Steven Sturgess |
| | <input type="checkbox"/> Marc Sportsman (Liaison) | |

2. CONSENT AGENDA

- A. Approve the minutes for the November 13, 2019 regular meeting.

3. NON-ACTION AGENDA

- A. Platte Landing Park Ballfield Discussion

4. ACTION AGENDA

- A. Discussion and approval of the kiosks in the Park.

5. STAFF UPDATES ON ACTIVITIES

- A. November / December Nature Sanctuary Reports
B. November / December Parks Reports
C. December Public Works Report

6. MISCELLANEOUS ITEMS FROM THE BOARD

7. ADJOURN



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#19-9)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, November 13, 2019 6:00 pm

City Hall Boardroom

1. CALL TO ORDER

The meeting was called to order at 6:00 p.m. Roll was called by Anna Mitchell, Assistant to the City Administrator.

Members present were:

Adam Zink (Chair)
Neil Davidson (Vice Chair)
Laura Ozenberger (Secretary)
Linda Arnold
Bill Gresham

Absent with prior notice were:

Michelle Flamm
Steven Sturgess
Susan Robb
Bob Stuteville

Marc Sportsman (Liaison)

A quorum of the Board was present.

Anna Mitchell, Assistant to the City Administrator, Alysen Abel, Public Works Director, Shakedra Knight, Management Analyst, Tom Barnard, Parks Superintendent, and Bonnie Buckmaster, Public Works Assistant was present on behalf of the City.

2. CONSENT AGENDA

1. Approve the minutes for the October 9, 2019 Regular Meeting

LAURA OZENBERGER MOVED TO APPROVE THE MINUTES FOR THE OCTOBER 9, 2019 REGULAR MEETING; NEIL DAVIDSON SECONDED MOTION PASSED 5-0.

3. NON-ACTION AGENDA

A. Platte Landing Park Ballfield Discussion

Greg Pfau with McClure Engineering presented two preliminary ballfield designs. CLARB discussed options related to the ballfield layouts and the amenities. CLARB members also discussed the level of play and condition of the fields. Grand Construction has assisted McClure with providing initial cost estimates based on their experience with construction various tournament level fields. Based on the feedback received from CLARB, the designer will modify the site plan to present at a future CLARB meeting.

B. Royal Charities Donation Discussion

Staff was contacted by the Kansas City Royals about a donation to Parkville for the restoration of the parks. The focus would be on the ballfields in particular. Since FEMA was assisting with the flood restoration efforts, staff discussed additional improvements to the ballfields. These

improvements would not impact the reimbursement from FEMA, and the much needed improvements will enhance the ballfields.

Staff reviewed the needs of the ballfields with representatives of the Royals organization. They committed to a donation of \$25,000. The improvements include (1) repair of the existing Grigsby field scoreboard; (2) dugouts for Ballfield #3; and (3) improvements to the existing bullpen on Grigsby Field.

A donation celebration was held on Friday, November 8th with the Royals organization, prior to the ballfield improvements. Once the improvements are made, there will be an additional celebration with the Royals organization. These projects will be completed in the spring of 2020.

4. ACTION AGENDA

A. Approval of the 2020 Outreach Grant Application Submission

Alysen Abel, Public Works Director, presented the three projects for consideration for the applications for the Platte County Parks and Recreation Outreach Grant. The three projects for consideration are as follows:

- Pickleball Courts - Two courts in ELP, estimated cost of \$75,000
- Roundabout Improvements - \$50,000
- Waddell Bridge Lighting - \$30,000

LAURA OZENBERGER MOVED TO RECOMMEND THAT THE BOARD OF ALDERMEN AUTHORIZE STAFF TO PREPARE AND SUBMIT PLATTE COUNTY PARKS AND RECREATION OUTREACH GRANT APPLICATIONS, IN THE PRIORITY ORDER LISTED IN THE POLICY REPORT; BILL GRESHAM SECONDED; MOTION PASSED 5-0.

B. Approval of the text amendment to Section 310.050 of the Parkville Municipal Code to include the Definition of “electric-assisted bicycles.”

Shakedra Knight, Management Analyst, gave a summary of the previous meetings regarding the BikeWalk KC presentation of electric bicycles. City Code does not prohibit electric bicycles, however, there is a need to have a clear definition for their allowance. Staff is asking CLARB to recommend to the Board of Aldermen to amend the current City Code to incorporate the allowance of electric bicycles around the City of Parkville and on trails in the parks.

LAURA OZENBERGER MOVED TO RECOMMEND THAT THE BOARD OF ALDERMEN AMEND THE PARKVILLE MUNICIPAL CODE, SECTION 300.010 ADDING A DEFINITION FOR ELECTRIC-ASSISTED BICYCLES, AND AMEND SECTION 310.050 CLARIFYING THE OPERATION OF ELECTRIC-ASSISTED BICYCLES ON TRAILS IN THE PARKS; BILL GRESHAM SECONDED MOTION PASSED 5-0.

C. Discussion and approval of the addition of parking stalls within English Landing Park.

Alysen Abel, Public Works Director, presented a background of the current parking areas in English Landing Park which include (1) boat ramp parking, (2) loading zones, and (3) ADA parking spaces. The City has approved several Parks Master Plans that contain additional improvements to the riverfront parks. Staff discussed this parking area with CLARB to determine if there is a need for additional parking spaces in this area of the park of seven spaces to be added.

CLARB members discussed the parking needs on whether to open the areas for all access parking or limit to ADA spaces and have specific loading and unloading zones. CLARB decided there needs to be more discussion and more ideas for the additional seven spaces, and agreed to postpone the item to a future meeting.

ADAM ZINK MOVED TO POSTPONE THE ITEM TO A LATER MEETING; NEIL DAVIDSON SECONDED, MOTION PASSED 5-0.

5. STAFF UPDATES ON ACTIVITIES

- A. Nature Sanctuary Report – Included in the CLARB Packet
- B. Parks Report – Included in the CLARB Packet
- C. Public Works Report – Included in the CLARB Packet
- D. Wetland Project – Bids were received at the end of September, and came in within budget. There were some value engineered items to bring costs down. Looking to start later this year.
- E. Trail connectivity – City is looking to move as much of the trail out of the railroad right of way; and will go to BNSF to ask for the matching square footage pricing that was given to the county for their permit.
- F. Pre-con meeting with the Corps of Engineers, they are working on getting the paperwork finished – 10/26/2020 completion date – more to come

6. MISCELLANEOUS ITEMS FROM THE BOARD

7. ADJOURN

NEIL DAVIDSON MOVED TO ADJOURN AT 7:42 P.M. ADAM ZINK SECONDED; MOTION PASSED 5-0.

The minutes for November 13, 2019, having been read and considered by the Community Land and Recreation Board, were approved on this the 8th Day of January, 2020.

Bonnie Buckmaster, Public Works Assistant

Approval date

CITY OF PARKVILLE Policy Report

Date: January 6, 2020

Prepared By:
Alysen Abel
Public Works Director

Reviewed By:
Anna Mitchell
Assistant to the City Administrator

ISSUE:

Discuss the vision associated with the future sports complex in Platte Landing Park.

BACKGROUND:

On November 15, 2016, the Board of Aldermen adopted the 2016 Parks Master Plan. The master plan serves a roadmap for the utilization, development and expansion of the parks system. The primary goal was to review the priorities of the riverfront park system and document a long-term strategy for development of the future parks system.

The master plan provided concept of the Platte Landing Park sports complex, consisting of four baseball diamonds and six multi-purpose fields, with associated parking, concession and restroom amenities. The concept plan is included as Attachment 1. The sports complex was conceptually designed around the proposed Section 1135 wetlands project, which is planned for construction in late 2019.

With the construction of the wetlands project on the horizon, the City wanted to start the preliminary design of the sports complex. The City hired McClure to integrate the Parks Master Plan conceptual design of the sports complex with the finalized wetland project. There is the ability to increase the size of the fields, to provide more flexibility to the users.

During the November 13, 2019 meeting, members of CLARB discussed their vision for the future sports complex. Based on that discussion, the design consultant has revised the preliminary plan.

BUDGET IMPACT:

As this is a discussion item, there is no budget impact at this time.

ALTERNATIVES:

1. Provide direction to staff related to the sports complex.
2. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends upgrading the sports complex to accommodate baseball and multi-purpose fields. Staff recommends designing the fields to a practice level, to stay within budget and provide greater service to the community.

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.

ATTACHMENTS:

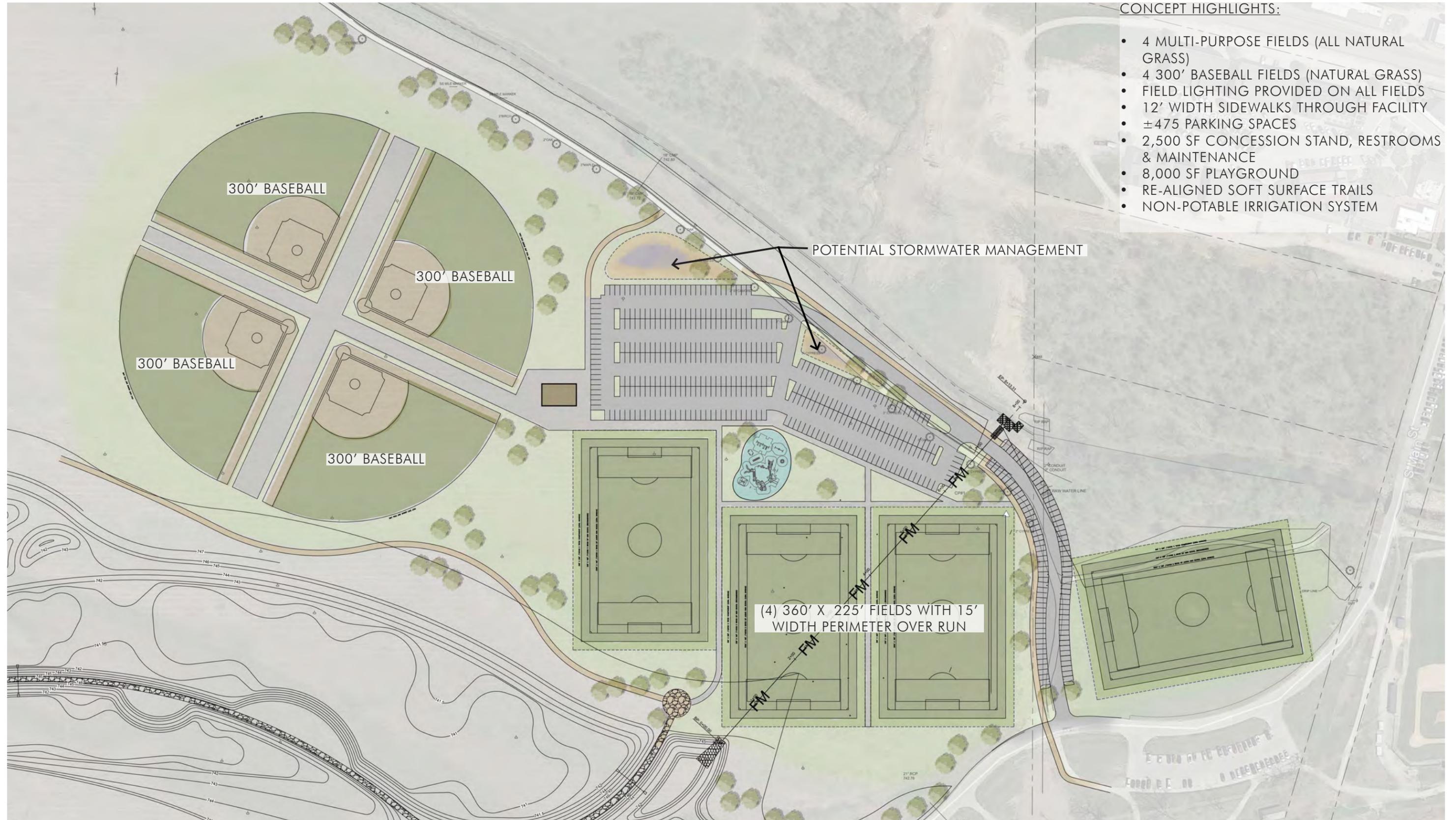
1. Parks Master Plan – Platte Landing Park
2. Sports Complex Preliminary Design

- 1. MULTI-PURPOSE ACTIVITY FIELDS
- 2. WETLAND
- 3. DOG PARK (EXISTING)
- 4. CANOE LOCKERS
- 5. BOAT RAMP (EXISTING)
- 6. RIVERFRONT PARKING
- 7. BASEBALL/SOFTBALL FIELDS
- 8. NATURAL PLAY AREA
- 9. PICNIC AREA
- 10. SULLIVAN NATURE SANCTUARY (EXISTING)



Enlargement of Proposed improvements to Platte Landing Park

DESIGN ALTERNATE CONCEPT 12.23.2019



CITY OF PARKVILLE Policy Report

Date: January 6, 2020

Prepared By:
Alysen Abel
Public Works Director

Reviewed By:
Anna Mitchell
Assistant to the City Administrator

ISSUE:
Discuss the installation of informational kiosks in the Park.

BACKGROUND:

Staff has been working with Bob Bennett, resident of Riss Lake and owner of B² Solutions. Previous to his current consulting position, he worked as the Chief Innovation Officer for the City of Kansas City MO. He is working with several investors to provide electric vehicle charging stations in various areas around Parkville, including the riverfront parks. These stations would also provide electronic message boards that will contain information content and advertising. An additional feature to the kiosks is the presence of free wi-fi for park patrons to use.

There are six primary locations selected by the consultant and city staff.

- Machine 1 (Main Street) – On the east side of Main Street, south of the railroad tracks.
- Machine 2 (Farmers Market) – On the west side of East Street, south of the railroad tracks, north of Harvey Drive.
- Machine 3 (English Landing Parking) – On the west side of the parking lot, next to the existing informational kiosk.
- Machine 4 (Friends Shelter) – On the southeast corner of the parking lot, next to Friends Shelter.
- Machine 5 (Playground) – On the east side of Busch Drive, next to the playground.
- Machine 6 (Dog Park) – On the east side of the parking lot, next to the dog park.

Staff is looking for input from CLARB regarding the interest in providing electric vehicle charging stations / information kiosks in the park. We would like to prioritize the location of the machines, as they become available.

There would be no cost to the City for the installation and maintenance of the machines. The City would have an agreement with the company who owns / maintains the machines to provide rights to the City regarding content on the machines. The machines can be removed easily if the park is in danger of flooding.

BUDGET IMPACT:

As this is a discussion item, there is no budget impact at this time.

ALTERNATIVES:

1. Provide direction to staff related to the sports complex.
2. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends installation of the electrical vehicle / information kiosks in the City's park, in the priority order listed in Attachment 1.

ITEM 4A
For 01-08-20
Community Land and Recreation Board

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 move to approve a recommendation to the Board of Aldermen to enter into a partnership to install and maintain electric vehicle / information kiosks in the park, in the priority order as discussed by CLARB.

ATTACHMENT:

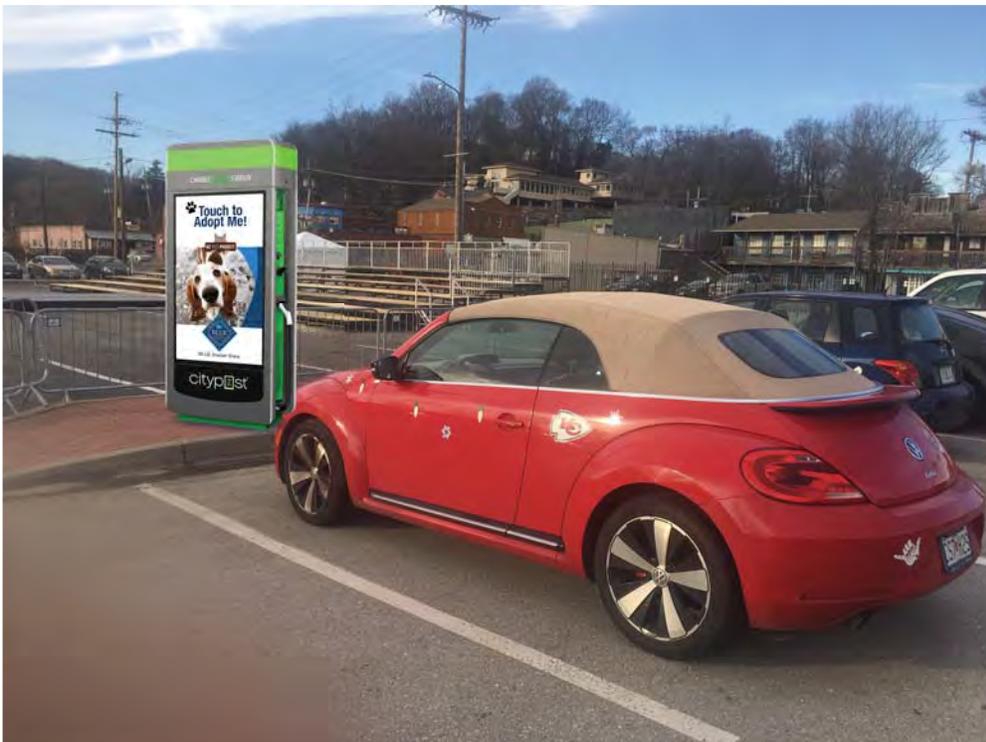
1. Proposed EV Station Locations



Machine 1: Main St



Machine 2: Farmers Market

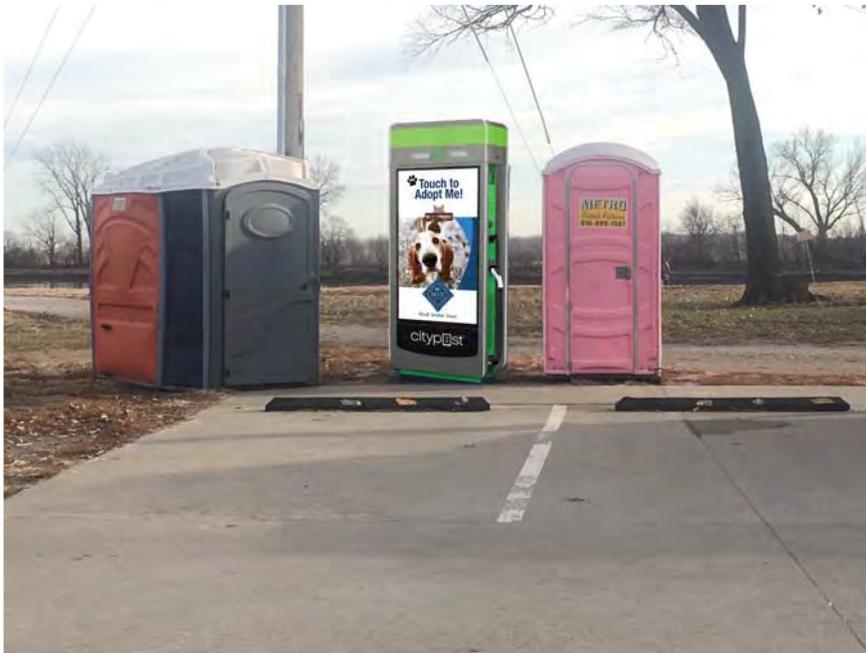




Machine 3: English Landing Parking



Machine 4: Friends Shelter



Machine 5: Playground



Machine 6: Dogpark



November 2019

Activity Report

Joe Ryan

Parkville Nature Sanctuary

Following up on **Ghost Stories Night**, 'thank you' notes were sent to volunteers, donors, and other supporters. Feedback was requested via email from this group and compiled for review. The final 2019 PNS Volunteers Meeting was held at Nick & Jake's where this feedback was discussed along with some new topics about the event.

With the growing season coming to an end, **work on the grounds** included winterizing plants in the nursery, cutting back on gardens, and maintaining trails. Time was also spent reorganizing the storage bins and tools in the sheds.

Preparations were made for our **Trek with Santa** program on Saturday, December 7 from 1-3 pm. Volunteers, craft materials, refreshments and Santa himself are lined up for the event.

The **Friends of Parkville Nature Sanctuary (FOPNS)** met in November and discussed their annual appeal letter, 2020 calendar sales, and website. The mailing list was updated along with the letter. The group later met at the Parkville Coffeehouse to assemble the letters and address envelopes. Money collected is targeted for a new set of interpretive signs to be designed in 2020.

I have been asked to allow the **UMKC Ecology lab** to expand their annual field studies at the sanctuary. We have agreed to establish permanent sampling plots to conduct population viability analysis studies on selected plant species. This could provide useful management data to the sanctuary beyond the learning exercise for UMKC students. The study will begin in spring 2020.

A **tree seedling order** was submitted to the MDC nursery for spring 2020 delivery. Redbud, persimmon, aromatic sumac, and ninebark were requested.

A series of **small signs** are being developed to replace current signs that are ambiguous or outdated. Trailhead signs with information on dogs, service animals, and hours of operation, as well as individual signs at nature play elements and the Peace Garden will be aligned with the new interpretive panels for a more seamless message.

Volunteer Hours (PNS & FOPNS) November help: photo contest prep; trail maintenance; website updates; FOPNS annual appeal letter; meetings.

MONTH	VOLUNTEER HOURS	YTD VOLUNTEER HOURS
JANUARY	35	35
FEBRUARY	19	54
MARCH	82	136
APRIL	76	212
MAY	108	320
JUNE	173	493
JULY	61	554
AUGUST	150	704
SEPTEMBER	204	908
OCTOBER	543	1451
NOVEMBER	62	1513

Parkville Nature Sanctuary

The final public program of the year, our annual **Trek with Santa**, was held on Saturday the 7th to a record crowd. Four hundred forty guests were hosted by eighteen volunteers and one amazing Santa. Children visited with St. Nick and crafted pine cone bird feeders before hiking to the Girl Scout Cabin. They decorated a wildlife Xmas tree and enjoyed hot chocolate and s'mores as talks with Santa continued. A special thanks is due the dozen members of the Park Hill HS Conservation Club who volunteered for this event and made the large turnout manageable.

The three new **interpretive signs** have been manufactured and await delivery in early January. This was a cost share project with the Friends of Parkville Nature Sanctuary (FOPNS), with added help from a Platte Count Community Grant. Additional signage is also being developed to unify our message to guests on hours, regulations, and features within the sanctuary that will be placed at all trailheads.

The **FOPNS annual appeal** letter was sent out in November, and responses have been very encouraging. As of the end of December, \$2435 had been donated to fund 2020 projects. The annual **Turkey Trot Race** donated \$1000 to the Parkville Nature Sanctuary from proceeds of their Thanksgiving Day event.

Routine maintenance included work on trails, cutting back forbs in gardens, and the E-Z-Go annual tune-up/inspection.

Attended **wetlands groundbreaking** at Platte Landing Park.

I spent some time researching to purchase a **30 inch auger** for tree planting. This drill bit will be available for use by both PNS and the city's Parks Department. Parks had recently purchased the necessary auger driver that is compatible with their power equipment and the new auger.

Volunteer Hours (PNS & FOPNS) December help: photo contest prep; Trek with Santa preparations and event.

MONTH	VOLUNTEER HOURS	YTD VOLUNTEER HOURS
JANUARY	35	35
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NOVEMBER	62	1513
DECEMBER	86	1599



CITY OF PARKVILLE Memorandum

Date: December 3, 2019

To: Community Land and Recreation Board Members

From: Alysén Abel, Public Works Director

CC: Anna Mitchell, Assistant to the City Administrator
Tom Barnard, Parks Superintendent

RE: November 2019 Parks Activity Report

The following Parks-related activities took place during November 2019:

- English Landing Park: The trails in English Landing Park were opened on November 1st.
 - Due to the work still needed on the trail lighting, the trails are open dawn to dusk.
 - The picnic tables and trash cans were moved back to the ELP shelters.
 - Flood Restoration:
 - Sand was placed in the area around the swingsets.
 - Electrical work on the distribution panels continues.
 - The Grigsby Field bullpen and dugout areas were cleaned.
 - The playground was restored. Debris was removed and mulch was installed in the two playground areas.
 - Eagle Maintenance: A seal coat was placed on the Eagle Sculpture.
 - Royals Charities Donation: The Royals Charities donated \$25,000 for ballfield enhancements. The grant ceremony was held on November 8th.
 - Trail Maintenance: Trail maintenance was performed.
 - Tree Maintenance: A large tree branch hanging over the playground area was removed.
 - Turkey Trot: Parks staff assisted with the set up for the annual Turkey Trot race.
 - Snow Operations: The Parks crew provided assistance with emergency snow operations on November 11th.
-



CITY OF PARKVILLE Memorandum

Date: January 3, 2020

To: Community Land and Recreation Board Members

From: Alysén Abel, Public Works Director

CC: Anna Mitchell, Assistant to the City Administrator
Tom Barnard, Parks Superintendent

RE: December 2019 Parks Activity Report

The following Parks-related activities took place during December 2019:

- Christmas on the River Event Prep: Staff set out cones and barricades prior to the event. Staff retrieved the cones and barricades following the event.
 - Main Street: Staff collected the leaved that fell from the trees located within the Main Street right-of-way.
 - Grigsby Field: The warning track work is 75% complete. The outfield fencing was completed. The backstop work was initiated.
 - Farmers Market: The gutters on the Farmers Market building were cleaned.
 - Restroom Maintenance: The gutters on the English Landing Park Restroom were cleaned.
 - Tree Maintenance: Chicken wire was placed around various trees that have signs of beaver activity. The wire will help prevent future issues.
 - Playground Maintenance: The outside perimeter of the playground was cleaned.
 - Section 1135 Wetland Project: The Groundbreaking Ceremony for the wetlands project was held on December 11th.
 - Soccer Field Maintenance: The soccer goals were brought to the shop for cleaning and painting.
 - Barricade Maintenance: The barricades are being replaced / rebuilt from the excessive use from the 2019 flooding.
 - Snow Operations: The Parks crew provided assistance with emergency snow operations on December 13th. The trucks / equipment were cleaned and maintenance performed following the snow.
 - New Trees: A total of 12 trees were purchased and planted in areas of the park. Seven were planted near the playground; 5 trees (through a donation received from the Rotary Club) were planted in the Dog Park.
 - Electrical Repair: Major electrical infrastructure was replaced and is ready for city inspection.
-

PUBLIC WORKS DEPARTMENT
PROJECT UPDATE
DECEMBER 2019

Parks Storage Building – At the end of 2018, the building was constructed. The garage doors were installed in April. The perimeter fence was installed in June. The concrete floor was installed in August. The contract for the electrical service have been approved, it is anticipated that the electrical work will be completed in January.

STATUS – IN PROGRESS.

PLP Wetlands – The City signed the Project Partnership Agreement with the US Army Corps of Engineers at the end of 2017. The final plans and specification were updated and the project bid in late March. The bids came in higher than expected, there needs to discussion about the overall scope of the project. Staff will meet with Corps to review the condition of the wetland area after the flood. The wetland plans were updated to reduce the project costs. The changes include reduced areas of native plantings in the outfields of the future ballfields, use of a portable pump in lieu of a permanent pump, and reduced contractor maintenance period for the native plantings. The revised plans were released for bid. At the end of September, five contractors submitted bids for the wetland project. BKM Construction provided the low bid of \$1,873,850, which was within the \$2,230,000 project budget. The construction is anticipated to start in January, with an anticipated project completion of Summer/Fall 2020.

STATUS – IN PROGRESS.

2019 Outreach Grants – Staff submitted three grant applications to Platte County for the Outreach Grant. The projects were (1) Dog Park Shade Structure; (2) Parks Storage Building Screening; and (3) Busch Drive Roundabout. Staff received notice of award for one of the three grant applications. The project selected was the Dog Park Shade Structure. This project will begin following the restoration of the dog park. The City received a grant extension to allow enough time to install the structure. It is anticipated that the construction will take place this Spring.

STATUS – IN PROGRESS.

2020 Outreach Grants – The applications for the 2020 Outreach grants are due at the end of January. The requests include: (1) installation of pickleball courts; (2) improvements to the Busch Drive traffic circle; (3) improvements to the A-Truss bridge. Staff is currently working on the applications.

STATUS – IN PROGRESS.

Royals Donation – In late 2019, the City received \$25,000 from the Royals Foundation for improvements to the existing baseball fields. The projects include dugouts at Ballfield #3, bullpen at Grigsby, and upgrades to the scoreboard at Grigsby. Staff is currently working with contractors to supply these items. It is anticipated that this work will be completed in early Spring.

STATUS – IN PROGRESS.