



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#19-3) Agenda
CITY OF PARKVILLE, MISSOURI
Wednesday, April 10th, 2019 6:00 pm

1. CALL TO ORDER

A. Roll Call

- | | | |
|--|--|--|
| <input type="checkbox"/> Adam Zink (Chair) | <input type="checkbox"/> Laura Ozenberger (Vice Chair) | <input type="checkbox"/> Michelle Flamm |
| <input type="checkbox"/> Linda Arnold | <input type="checkbox"/> Neil Davidson (Secretary) | <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 February 13th, 2019 regular meeting.

3. ACTION AGENDA

- A. Officer Elections
B. Approval of the painting and color of the Pocket Park deck.
C. Approval of Addendum Number 1 to the Use and Maintenance Agreement with Park University Sand Volleyball team.

4. NON-ACTION AGENDA

5. STAFF UPDATES ON ACTIVITIES

- A. Flooding Update
B. February and March Nature Sanctuary Report
C. February and March Parks Report
D. Public Works Update

6. MISCELLANEOUS ITEMS FROM THE BOARD

7. ADJOURN



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#19-2)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, February 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 Assistant to the City Administrator, Anna Mitchell.

Members present were:

Adam Zink (Chair)
Susan Robb
Neil Davidson (Secretary)
Bob Stuteville
Michelle Flamm
Bill Gresham

Absent with prior notice were:

Linda Arnold
Laura Ozenberger (Vice Chair)
Steven Sturgess

Marc Sportsman (Liaison)

A quorum of the Board was present.

Anna Mitchell, Assistant to the City Administrator, and Bonnie Buckmaster, Public Works Assistant, were present on behalf of the City.

2. CITIZEN INPUT

A. Veterans Memorial Update

Aldermen Greg Plumb thanked the Board for everything they do and gave an update on the Veterans Memorial together with Eagle Scout, Ryan Bennett. Plumb stated that the preliminary engineering studies were completed for the ground and had determined that the location is not over the old city dump, so costs for land preparation will be a lot less. Plumb also said that based on the survey, the ball monument will be located near the current shortstop position on ballfield one. Bennett contacted the Veterans Committee to organize a group to plant trees. Bennett explained that he had met with Park Superintendent, Tom Barnard, and will plant six Mossy White trees that are able to survive floods. The trees are to be planted along the west side of the Parks Storage Building to aid in the natural fencing for the building. They are anticipating the plantings to begin March, 2019. There was a discussion of berms or mounds for separation of the Veterans Memorial and the Park's Storage Building, which could be done at a later date. The Board thanked Ryan for his impending work.

3. CONSENT AGENDA

A. Approve the minutes for the November 14, 2018, Regular Meeting

BILL GRESHAM MOVED TO APPROVE THE MINUTES FROM THE NOVEMBER 14, 2018 REGULAR MEETING AND THE JANUARY 9, 2019 WORK SESSION; SUSAN ROBB SECONDED; MOTION PASSED 6-0.

4. ACTION AGENDA

A. Officer Elections

Chair Adam Zink requested the Board to table the elections until the March meeting.

MICHELLE FLAMM MOVED TO TABLE THE ELECTION OF THE OFFICERS FOR CLARB UNTIL THE MARCH MEETING; BILL GRESHAM SECONDED; MOTION PASSED 6-0.

B. Approval of an ordinance regarding new permit application for video and film in Public Parks

Anna Mitchell, Assistant to the City Administrator, provided a background for the permit discussion brought before CLARB at the November, 2018 meeting. Discussion items included who the permit would apply to, the rate, and hours of operation. It was decided to mirror the Kansas City Parks Permit, included in the CLARB packet. Mitchell went on to explain that a permit would not be required for personal use or if someone were holding an event in the parks. The permit would be required for someone that would impact others using the park or impact the environment. Insurance needs will be reviewed on a case by case basis. The hours of operation for use will be during regular open hours only. Nature Sanctuary shoots will only be permitted at the entrance, in order to preserve the area. The fee for the permit will be \$25 per day. Staff is asking CLARB to approve an ordinance authorizing a permit application for the purpose of filming within Parkville parks.

Discussions included that the proposed permit did not have a distinction between commercial photographers and personal use photographers like the Kansas City Permit has. The Board gave an example of a student photography project. Mitchell stated that the schools normally contact the city beforehand and said the fee could be waived for some organizations.

CLARB requested to add “by staff recommendation of waiving the fee” into the policy. Mitchell stated that there could be something currently in place giving staff the ability to waive fees, if not, that can be added into the permit. Other discussions included posting a notice at the parks’ kiosk for permitting requirements; and also to be included on the City website.

NEIL DAVIDSON MOVED TO RECOMMEND APPROVAL OF AN ORDINANCE, WITH POSSIBLE MODIFICATIONS FOR SCHOOLS, FOR THE PURPOSE OF FILMING WITHIN THE PARKVILLE PARKS TO THE BOARD OF ALDERMEN; MICHELLE FLAMM SECONDED; MOTION PASSED 6-0.

C. Approval of 2018-19 CLARB Priorities

Anna Mitchell provided a list of priorities based on the results from the two work sessions held on October 10, 2018, and January 9, 2019. Staff would like to have this approved and in the record to use moving forward as a guide. Mitchell said that the priority list is not necessarily the order in which they will be completed, it will be a combination of priority and funding available.

Discussions included establishing a graph based on low cost, high importance vs. high cost, low importance and that the graph could also be used to promote Proposition P.

BILL GRESHAM MOVED TO APPROVE THE CLARB 2018-19 PRIORITIES LISTED IN THE ORDER PRESENTED BY STAFF; NEIL DAVIDSON SECONDED; MOTION PASSED 6-0.

D. Approval of Grigsby Field Permit Guidelines

Anna Mitchell gave a background of the partnership with Engaged Holdings with them putting in \$18,000 in upgrades and had suggested some general guidelines for Grigsby Field to go into effect to preserve the field. The suggested guidelines were included in the packet. Permanent signs for guidelines also will be included on the sports reservation forms.

CLARB agreed with the updates to the permit. There was no further discussion.

SUSAN ROBB MOVED TO APPROVE THE UPDATE OF THE SPORTS FIELD RESERVATION PERMIT TO INCLUDE THE GRIGSBY FIELD USE GUIDELINES; BILL GRESHAM SECONDED; MOTION PASSES 6-0.

5. NON-ACTION AGENDA

6. STAFF UPDATES ON ACTIVITIES

- A. November and December Nature Sanctuary Report – Included in the packet
- B. November and December Parks Report – Included in the packet
- C. Public Works Update – Included in the packet – Low Water Crossing demo this week – Vehicle access is prohibited with emergency only access available on the east side. The Conspan Bridge is on its way and should be installed by the end of February. Riverfront Trail – no new news. There will be a meeting 2/14/19, Mitchell will update. The update for the wetlands project is that the bid for the contractor will go out this month and that the funds have been allocated for the project. Staff is expecting that dirt will be moving late summer, early fall and plantings in the Spring of 2020.
- D. Farmer's Market Annual Report – Included in the packet
- E. Nature Sanctuary Annual Report – Included in the packet

7. MISCELLANEOUS ITEMS FROM THE BOARD

- A. Cameras have been installed at both boat ramps and can be monitored and/or reviewed. The cameras are motion censored.
- B. Nature Sanctuary has a great group of volunteers.
- C. Chair Adam Zink asked if there is interest in serving the Board, the elections will be held at the March 13, 2019 meeting.

8. ADJOURN

MICHELL FALMM MOVED TO ADJOURN AT 6:40 P.M. NEIL DAVIDSON SECONDED; MOTION PASSED 6-0.

The minutes for February 13th, 2019, having been read and considered by the Community Land and Recreation Board, were approved on this the 10TH Day of April, 2019.

Bonnie Buckmaster, Public Works Assistant

Approval date

CITY OF PARKVILLE **Policy Report**

Date: Wednesday, February 6, 2019

Prepared By:
Anna Mitchell
Assistant to the City Administrator

Reviewed By:
Alysen Abel
Public Works Director

ISSUE:
Community Land and Recreation Board officer elections.

BACKGROUND:
Pursuant to Parkville Municipal Code Chapter 150, the Community Land and Recreation Board (CLARB) acts in an advisory capacity to study trees and shrubs along streets and in other public areas; review matters of park planning or other issues brought before the Board of Aldermen; and make recommendations regarding public neighborhood beautification project requests, event approvals occurring on community public right-of-way and park land, and procedures for carrying out such events. It consists of nine members who serve staggered, three-year terms.

According to the Community Land and Recreation Board Bylaws and Procedures adopted on October 12, 2005, the officers of the Community Land and Recreation Board shall consist of a Chairman, Vice Chairman, and Secretary. The Community Land and Recreation Board shall annually elect these officers from its citizen members. Nominations shall be made from the floor, and the person receiving a majority vote of the total Board membership shall be declared elected. Officers shall serve until their successor is elected. No member may serve as Chairman for more than three consecutive elected one-year terms. As this is not applicable to any member of the Board at this time, the Chairman position is open to any CLARB member.

The Board members that currently hold the elected positions are Adam Zink as Chairman, Laura Ozenberger as Vice Chairman, and Neil Davidson as Secretary.

BUDGET IMPACT:
As this is an administrative item there is no budget impact.

ALTERNATIVES:
1. Hold elections for the Chairman, Vice Chairman, and Secretary positions.
2. Postpone the elections

STAFF RECOMMENDATION:
Staff recommends that the Community Land and Recreation Board hold 2019 Board elections.

POLICY:
City Ordinance No. 2179 §1, 2-15-2005 states that the Community Land and Recreation Board shall choose its own officers.

SUGGESTED MOTIONS:

1. I move to nominate _____ as Community Land and Recreation Board Chairman
2. I move to nominate _____ as Community Land and Recreation Board Vice
Chairman
3. I move to nominate _____ as Community Land and Recreation Board Secretary

CITY OF PARKVILLE **Policy Report**

Date: Thursday, April 4, 2019

Prepared By:
Anna Mitchell
Assistant to the City Administrator

Reviewed By:
Alysen Abel
Public Works Director

ISSUE:
Approve the painting and color of the Pocket Park deck.

BACKGROUND:
On April 2nd, Main Street Parkville Association (MSPA) Director Kelly Putnam reached out to staff regarding the painting of the Pocket Park deck. With upgrades being done to nearby buildings, they are willing to donate the paint as well as time to repaint the deck portions of Pocket Park.

Currently, a process to create a Pocket Park Master plan is being planned out that would upgrade the Pocket Park in its entirety. With the knowledge that the paint done at this time would potentially be temporary, they would still like to move forward with the small upgrade.

Staff is asking that CLARB approve the painting of the deck as well as the specific color to be used; color options will be provided by MSPA.

BUDGET IMPACT:
There will be no budget impact associated with the project.

ALTERNATIVES:

1. Approve the painting and color of the Pocket Park deck.
2. Approve the painting and color of the Pocket Park deck with changes recommended by the Community Land and Recreation Board.
3. Do not approve the painting and color of the Pocket Park deck.
4. Postpone the discussion.

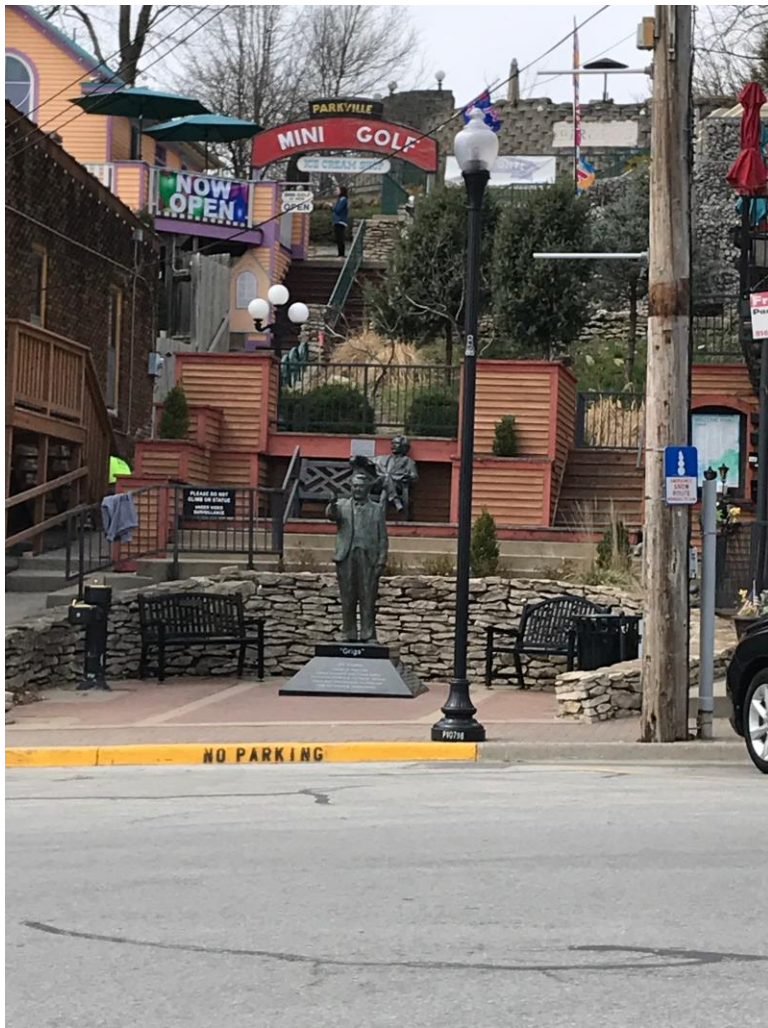
STAFF RECOMMENDATION:
Staff recommends that CLARB approve the painting and color of the Pocket Park deck.

SUGGESTED MOTION:
I move to approve the painting of the Pocket Park deck in the specific color chosen by CLARB.

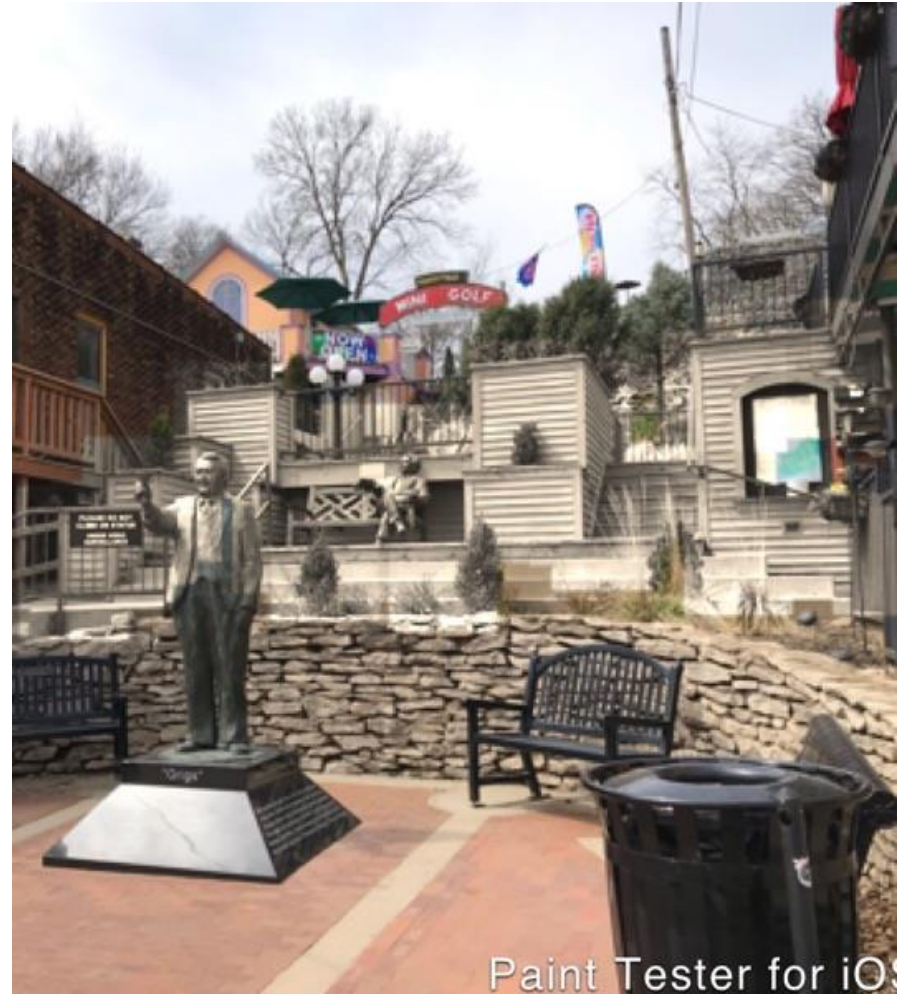
POLICY:
Section 150.050.A. of the Parkville Municipal Code directs CLARB to act in an advisory capacity to the Board of Aldermen to develop and administer a writer plan for the care, preservation, pruning, planting, replanting, removal or disposition of trees and shrubs along streets and in other public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

ATTACHMENT:

1. Current picture and proposed color picture of Pocket Park.



Current



Proposed (NOT exact, for visual purposes only)

CITY OF PARKVILLE **Policy Report**

Date: Thursday, April 4, 2019

Prepared By:
Anna Mitchell
Assistant to the City Administrator

Reviewed By:
Alysen Abel
Public Works Director

ISSUE:

Approve Addendum Number 1 to the Field Maintenance and Use Agreement with Park University for the purpose of using the Sand Volleyball Courts in English Landing Park.

BACKGROUND:

On May 15th, 2018 the Field Maintenance and use Agreement with Park University Sand Volleyball team was approved by the Board of Alderman. Once the agreement was approved, Park University moved forward with their portion of the agreement and installed and purchased their three major alterations to the three sand volleyball courts located in English Landing Park.

With the Sand Volleyball season being February to April, the team still has yet to use the courts for practice or games due to the extreme winter and flooding of the park. Park University put roughly \$30,000 into the courts to ensure that they would be able to use the courts at a higher standard. Because they have yet to use the courts and have installed their projects already for use, Staff is proposing an addendum to the contract to extend it for one additional year, ending on May 15, 2020. The addendum proposes that Park University is not responsible for any additional upgrades or rental fees during the one year extension but is still required to abide by the maintenance requirements set in the agreement.

BUDGET IMPACT:

There will be no budget impact associated with the agreement addendum.

ALTERNATIVES:

1. Approve Addendum Number 1 to the Field Maintenance and Use Agreement with Park University for the purpose of using the Sand Volleyball Courts in English Landing Park
2. Approve Addendum Number 1 to the Field Maintenance and Use Agreement with Park University for the purpose of using the Sand Volleyball Courts in English Landing Park with changes recommended by the Community Land and Recreation Board.
3. Do not approve Addendum Number 1 to the Field Maintenance and Use Agreement with Park University for the purpose of using the Sand Volleyball Courts in English Landing Park.
4. Postpone the discussion.

STAFF RECOMMENDATION:

Staff recommends that CLARB approve Addendum Number 1 to the Field Maintenance and Use Agreement with Park University for the purpose of using the Sand Volleyball Courts in English Landing Park.

SUGGESTED MOTION:

I move to recommend that the Board of Aldermen approve Addendum Number 1 to the Field Maintenance and Use Agreement with Park University.

ITEM 3C
For 4-10-2019
Community Land and Recreation Board Meeting

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.

ATTACHMENTS:

1. Field Maintenance and Use Agreement dated May 15, 2018.
2. Proposed Addendum Number 1.

FIELD MAINTENANCE AND USE AGREEMENT

This Use Agreement is made and entered into this 15th day of May, 2018 by and between the City of Parkville, Missouri, a municipality of the fourth class, hereinafter called "the City," and Park University, hereinafter called "Park University."

WHEREAS, The City owns three beach volleyball courts generally located in English Landing Park south of McAfee Street and east of Busch Drive in Parkville, Platte County, Missouri. The three beach volleyball courts are known as Volleyball Court 1, Volleyball Court 2, and Volleyball Court 3. The locations are further described in Exhibit A, attached hereto and incorporated by reference, hereinafter "the Premises"; and,

WHEREAS, The City desires to allow Park University to use the Premises for recreational practice and matches and the latter desires to use the same with permission from the City in accordance with the following terms; and,

WHEREAS, this Agreement replaces any and all pre-existing arrangements, verbal or written, between the City and Park University, related to the use of the Premises.

NOW THEREFORE, The City agrees to allow Park University to use the Premises, as follows:

1. **Term**. The term of this Agreement shall be for a period beginning on the date of the signing of this Agreement and running until one year from the date of signature.
2. **Grant of Use**. Park University shall be scheduled to use the Premises or a portion of the Premises for Volleyball practice and matches during dates and times that are previously agreed upon between Park University and the City of Parkville staff. If at any time during the agreed upon dates, Park University declares they are not using the Premises, the City may grant the use of the Premises to other users.
3. **User Fee**. Park University shall not be obligated to pay any user fee to the City, except in the circumstances outlined Section 10, Section 15, and Section 16 of this agreement. The consideration to the City for entering into this Agreement is the benefits derived by the citizens of the City of Parkville, Missouri, from the ongoing maintenance and installation of Major Alterations of the Premises.
4. **Other Uses**. The City reserves the right to use any portion of the Premises for other uses, in its sole discretion, during any time when the Premises are not reserved for the use by Park University.
5. **Utilities**. Park University shall have no sole access or right to use utilities to the Premises including, but not limited to, water, sewer, electricity, gas, and trash. It is understood that municipal parking stalls adjacent to and near the Premises are available for non-exclusive use by Park University patrons and are also available for use by the general public.
6. **Insurance**. Park University shall keep in force, at Park University's expense, as long as this Agreement shall remain in effect, Commercial General Liability Insurance in a responsible company, authorized to do business in the State of Missouri, with respect to the Premises with coverage in a minimum amount of one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) aggregate. Park University shall secure the endorsement in the name of the City as an additional insured, on such liability insurance policy, without additional expense to the City. Park University will provide a copy of such certificate of liability insurance to the City and shall notify the City if such insurance is threatened to be canceled or expired.

Park University will indemnify the City and save the City harmless from and against any and all claims, action damages, liabilities and expenses in connection with the loss of life, personal injury, theft, vandalism or damages to property arising out of or from the use of the Premises by Park University, provided, however, Park University will not be liable to the City on any claim, to the extent it is caused by the negligence of the City, or its agents or employees. Failure of the Park University to maintain adequate coverage shall not relieve it of any contractual responsibility or obligation, including but not limited to, the indemnification obligation.

7. **Maintenance and Repairs.** During its use of the Premises, Park University shall be responsible for maintenance of the Premises, excluding mowing, in a manner that is safe and presentable for program participants. Park University shall complete a series of maintenance projects on a use basis to the Premises outlined below:
- a. After all uses, the immediate area of the premises must be cleaned of all trash and taken to the nearby dumpster.
 - b. Periodic aeration or tilling of the court.
 - c. Establishing and setting court boundaries.

The City is responsible for mowing the Premises on a regular basis, consistent with mowing practices for other areas of English Landing Park throughout the year. Park University is responsible for any major repairs caused to the court and court equipment caused by its use of the Premises.

8. **Entry Upon the Premises.** Park University agrees to permit the City, or its authorized agents, to enter the Premises at all times for the purpose of inspecting to ensure compliance with the terms of this Agreement.
9. **Major Alterations by Park University.** During its use of the Premises, Park University agrees to complete three (3) or more of the following Major Alterations to the Volleyball Courts by January 1, 2019, to complete the remaining alterations at a later date at no cost to the City. The Major Alterations will be decided by mutual consent of Park University and the City.
- a. Depending on the current state of the Volleyball courts, Park University will complete three (3) or more of the following upgrades prior to January 1, 2019:
 - i. Add Sand
 - ii. Build up the court base or dig down to increase depth of the court
 - iii. Replace net poles
 - iv. Replace net systems
 - v. Set up current net enclosure or provide new net enclosure system
 - vi. Install permanent court lines.

Prior to proceeding with any of the above Major Alterations, Park University must meet with the City and provide a detailed written plan (Major Alteration plan) of how it will accomplish the Major Alterations. The City must approve a Major Alteration plan provided by Park University prior to a Major Alteration being added or fabricated. When a Major Alteration is completed it will be inspected by the City and upon satisfactory inspection it will be deemed complete. When a Major Alteration is deemed complete by the City it will be considered donated in its entirety to the citizens of Parkville to be hereafter owned by the City of Parkville and managed on behalf of the citizens by the City of Parkville. Following acceptance of a Major Alteration, the City may treat the project as it would any other City property similar in nature. The City reserves the right to move/remove and/or retire said donation.

No other alterations or structural improvements shall be made by Park University to the Premises during the term hereof without the prior written consent of the City.

10. **Major Alterations not installed by Park University.** If the installation of three (3) Major Alterations does not take place during the terms of this contract, Park University will reimburse the City for the use of the Premises in the amount of \$1,000.00.
11. **Other Considerations.** If Park University uses adult or youth volunteers to conduct maintenance and repair operations or complete Major Alterations, it must submit to the City a completed and signed Volunteer Waiver for each volunteer participant prior to the work taking place. An example of the Volunteer Waiver can be found in Exhibit B.
12. **Compliance with Law.** Park University must comply with all applicable local, state, and federal laws with regard to programming and operations. Failure to comply with applicable laws is considered a breach of this agreement.
13. **Reporting.** On or before May 1, Park University shall provide a written report to the City of its activities for the prior season. The report shall include information that is pertinent to summarizing the use of the courts, maintenance/repair, and Major Alteration(s) related to the Premises.
14. **Successors and Assigns.** This agreement shall extend to and be binding upon the successors and assigns of the parties hereto.
15. **Termination for Cause.** If either party fails to fulfill the terms of this Agreement, the other party may provide thirty (30) days written notice to the offending party that outlines the specific issues of default. If the default is not cured within fifteen (15) days, the Agreement will terminate. If Park University fails to fulfill the terms of this Agreement and it is terminated for cause, Park University must complete the (3) Major Alterations or reimburse the City for the use of the Premises in the amount of \$1,000.00.
16. **Termination for Convenience.** Either party may at any time and for any reason terminate the agreement upon sixty (60) days written notice to the other party. If Park University proposes the termination before completion of the Major Alterations, Park University will reimburse the City for the use of the Premises in the amount of \$1,000.00. In the event of significant flood, natural disaster, or other damage that renders the Premises unusable, this agreement will immediately terminate, and all parties will be deemed whole.
17. **Notice.** Written notice regarding this agreement shall be effective upon receipt via hand-delivery; three working days after deposit in the U.S. Mail, or by confirmed delivery by national overnight delivery service to the following addresses:

To City:

City of Parkville
Attn: City Administrator
8880 Clark Ave.
Parkville, MO 64152

To Park University:

Park University
Attn: Brian Bode, CFO
8700 NW River Park Drive
Parkville, MO 64152-3795

18. **Entire Agreement.** This document constitutes the entire agreement between the Park University and the City. This Agreement cannot be modified except in writing and must be signed by all parties. Neither Park University nor the City has made any promises or representations, other than those set forth in this Agreement and those implied by law.

In witness whereof of the parties have set their hands this 15th day of May, 2018.

Park University

The City of Parkville, Missouri


By: Brian Bode, CFO


By: Nanette K Johnston, Mayor

ATTEST


By: Melissa McChesney, City Clerk

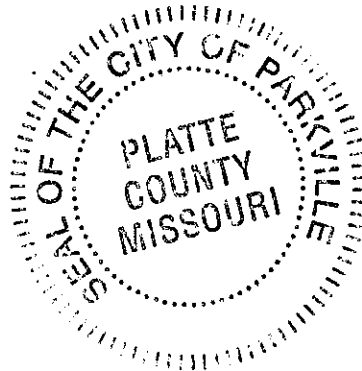


EXHIBIT A
Premises

That portion of parcel number 20-7.0-35-400-006-001.000, generally located south of McAfee Street and east of Busch Drive in Parkville, Platte County, Missouri. The three Beach volleyball courts are known as Volleyball Court 1, Volleyball Court 2, and Volleyball Court 3 which are identified by the stars in the image below.



EXHIBIT B
Volunteer Liability Waiver

**City of Parkville
Waiver of Liability**

Participant's Name: _____
Address: _____ City: _____
State: _____ Zip Code _____
Telephone _____ Cell Phone _____
EMail: _____ DOB _____

READ BEFORE SIGNING:

In consideration of being allowed to participate in any way as part of _____, including related events and activities, the undersigned acknowledges, and agrees that:

1. The risk of injury from the activities involved in this activity may be significant, including the potential for permanent paralysis, serious injury and death, and,
2. I KNOWINGLY AND FREELY ASSUME ALL SUCH RISKS, both known and unknown, and assume full responsibility for my participation; and,
3. I, for myself and on behalf of my heirs, assigns, personal representatives and next of kin, HEREBY RELEASE AND HOLD HARMLESS The _____, their officers, officials, agents and/or employees, other participants, sponsoring agencies, WITH RESPECT TO ANY AND ALL INJURY, DISABILITY, DEATH, or loss or damage to person or property.

FOR PARTICIPANTS OF MINORITY AGE (under 18 years of age): This is to certify that I, as parent/legal guardian with legal responsibility for this participant, do consent and agree to his/her release as provided above all the Releasees, and, for myself, my heirs, assigns and next of kin, I release and agree to indemnify the Releasees from any and all liabilities incident to my minor child's involvement or participation in these programs as provided above.

I HAVE READ THIS RELEASE OF LIABILITY AND ASSUMPTION OF RISK AGREEMENT AND FULLY UNDERSTAND ITS TERMS.

Name (print)

Signature

Date

If under 18 years of age:

Parent/Guardian Name (print)

Parent/Guardian Signature

Date

Amendment No. 1

The Agreement between the City of Parkville and Park University originally for the period from May 15, 2018 through May 15, 2019 is hereby amended as follows:

Whereas the parties thereto desire to continue the agreement for one (1) year to cover the period from May 15, 2019 through May 15, 2020, without alteration, with the understanding that Park University is not required to provide any additional major alterations or rental fees during the one (1) year extension.

In all other respects said Agreement shall remain unchanged.

THE CITY OF PARKVILLE, MISSOURI

Mayor Nanette K. Johnston

Date: _____

ATTESTED:

City Clerk Melissa McChesney

PARK UNIVERSITY

Brian Bode, CFO

Date: _____

Parkville Nature Sanctuary

WORK AT THE SANCTUARY:

Kiosks have been updated with printed information for visitors including: 2019 PNS Calendar of Events, an explanation of why dogs are not permitted at the Sanctuary, and an updated version of the FOPNS 2019 Photo Contest rules.

New decorative trash containers (6) have replaced the 55-gallon drums. Requests were made to Embassy Landscaping for used plastic pots for our nursery, and to Missouri Department of Conservation to replace a faded logo on their signage.

Arrangements were completed with Park University and University of Missouri – Kansas City to hold ecology lab field days at the Sanctuary during the Spring 2019 semester.

Trail and grounds maintenance included bush honeysuckle eradication and downed timber removal. A big thank you goes to the City crews for snow removal from the parking lot, and 12th & 13th Streets. We've continued to have trails open for winter hiking and photography.

VOLUNTEER HELP

Park Hill High School (PHHS) Senior Day of Community Service was scheduled for February 20, which ended up being one of many snow days. The event has been rescheduled for March 12.

I accepted an offer of help from PHHS Conservation Club for Saturday, March 9, from 9 am to noon. Wood chipping trails is the biggest need.

We held a PNS Volunteer Meeting on the 26th. Plans for 2019 programs and date changes for Nature Camp were examined. Parkville's Proposition P was discussed with helpful input from Marc Sportsman.

Jacob Bloomer was recognized for his Eagle Scout project – mounting three bat houses at PNS – at the Board of Aldermen meeting on the 5th.

2019 PROGRAMS

Submitted an article for the Parkville spring newsletter highlighting Nature Camp and Trail Crew in June.

Flyers for 2019 programs were prepared, and posted on the web with the help of Melissa McChesney.

Dates for Nature Camp were revised by one week as snow days piled onto the local school calendars. Camp will be held June 12-14. Paperwork was prepared (registration, waiver, and confirmation forms, plus camp roster) for camp signups that begin in March.

PARTNERS / OUTREACH

FRIENDS OF PARKVILLE NATURE SANCTUARY

Work continues on the next two interpretive signs for the Sanctuary – a welcome sign, and a sign about the Nature Play areas being developed. This is a continuation of the partnership with FOPNS that produced the sign at the Bob Fluchel Memorial Butterfly Garden.

Scheduled an afternoon hike with new FOPNS Board Members following the March 9 work day.

MISSOURI DEPARTMENT OF CONSERVATION

The ten-year lease agreement with the MDC for the White Alloe Creek Conservation Area has been renewed and is circulating to get needed signatures. I have also requested an update to the on-line, area summary to inform potential users that dogs are excluded from the area.

I reviewed the MDC drone policy that prohibits commercial use, requires a permit for non-commercial use, and excludes drones in heavily used areas. I would like to coordinate with CLARB for a drone policy to go along with the new photo/video policy being proposed.

OTHERS

I attended an educational workshop on tree pruning hosted by Kansas City Community Gardens.

I provided two gifts to the Oakhill Day School that will be part of their auction fundraiser: a free Nature Camp Registration for one camper, and a family pass of four tickets for admission to the Ghost Stories Night in October.

Volunteer Hours (PNS & FOPNS): Trail Maintenance, Stream Team training, newsletter article, photo contest, Interpretive sign meeting

MONTH	VOLUNTEER HOURS	YTD VOLUNTEER HOURS
JANUARY	35	35
FEBRUARY	19	54

Parkville Nature Sanctuary

Nature Camp registration opened this month for the June 12-14 program. Eighteen of thirty spots were filled by month's end.

March weather was extremely unpredictable, and multiple volunteer work events were canceled. We did beat the odds one Saturday and hosted a Boy Scout Troop that wood chipped two sections of Old Kate Trail. Three groups have scheduled work events for April.

I identified a half dozen trees alongside trails that need to be trimmed or taken down. These were pointed out to Urban Tree who will be contracted to do the work.

The Sullivan Nature Sanctuary, along with English & Platte Landing Parks, has been under water since March 17. One concern for Sullivan is the status of the forty trees planted last season as mitigation for the Missouri American Water easement. The trees were in good shape going into winter, plus staked and dormant as the flood waters rose. Hopefully, all will survive. Clean-up efforts at Sullivan will be documented per Alysén Abel's request for inclusion in a federal grant.

I received an inquiry from a Boy Scout about possible Eagle Scout projects at the Sanctuary. We discussed rocking a portion of the White Tail Trail. He will write this as his proposal to present to his roundtable.

Plans continued to be made to burn the prairie at the Sanctuary, but wet weather prevented execution. I attended an MDC sponsored burn workshop, and met with a Private Land Conservationist who followed up with an on-site visit and writing of a burn plan.

There has been an unexpected uptick in yoga event requests at the Sanctuary. At present, three different studios have requested event dates. To accommodate, a new Special Event Application for PNS events was created. Appropriate events may be granted a permit for a \$50 fee.

The Friends of Parkville Nature Sanctuary (FOPNS) were notified this month that their 2019 Platte County Outreach Grant Application has been awarded. They will receive \$5692 for design of three interpretive panels for the Sanctuary. Two of the signs are currently in the design and review phase: one will be a welcome/trail map/regulations sign, and the second will introduce the Nature Play opportunities found along the trail. The topic for sign three is undecided.

A draft of the 2018 Accomplishments of the Parkville Nature Sanctuary was submitted for inclusion in the larger document for the City of Parkville.

Made measures and plans for a sunflower maze as a Nature Play area.

Volunteer Hours (PNS & FOPNS): Trail Maintenance, photo contest, Interpretive sign meeting

MONTH	VOLUNTEER HOURS	YTD VOLUNTEER HOURS
JANUARY	35	35
FEBRUARY	19	54
MARCH	82	136



CITY OF PARKVILLE Memorandum

Date: March 7, 2019

To: Community Land and Recreation Board Members

From: Alysen Abel, Public Works Director

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

RE: February 2019 Parks Activity Report

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

- Dumpster Relocation – The dumpsters were relocated behind the Parks Headquarters to provide accessibility during the bridge construction.
 - Ballfield Maintenance – Pitching mound and batter box tarps were ordered and received for Grigsby Field.
 - Playground Maintenance – The new equipment was set and area holes were backfilled. The temporary fencing and posts were removed. Playground mulch was added to small playground.
 - Dog Park Maintenance – The large dog park was closed due to the wet/muddy/icy conditions.
 - Train Depot Maintenance – The gutter on the Train Depot was repaired. The heavy ice damaged the gutter.
 - ELP Restroom – With the construction of the low water crossing, the ELP restroom was winterized and closed for the season.
 - Tree Removal – There was a down tree at the east end of the park. The tree will be cut and removed when weather permits.
 - Picnic Tables – Staff assembled two picnic tables. The tables replace two older tables.
 - Barricade maintenance – Barricades were repaired and painted.
 - Donor Bench – Steel Dumor donor bench was assembled.
 - Snow Operations – The three full-time parks staff members assisted with plowing and treating Parkville streets during four snow events during the month of February. Following the snow events, staff performed routine maintenance on the trucks/equipment, including replacement of the hydraulic hose.
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CITY OF PARKVILLE Memorandum

Date: April 8, 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: March 2019 Parks Activity Report

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

- Flooding – The water level of the Missouri River continues to rise during the month of March. Staff continued to watch the predicted river levels. The picnic tables and trash cans were removed from the park. Trimmers, chainsaws, and seeders were removed from the Parks Building. Heavy equipment, tractors, loader, and implements were moved to the Street Barn. Items in the garage were moved to high shelves. On March 24th, the river crested. Since that time, the flood waters have receded from the park.
- Snow Operations – The three full-time parks staff members assisted with plowing and treating Parkville streets during one snow events during the month of March. Following the snow events, staff performed routine maintenance on the trucks/equipment, including replacement of the hydraulic hose.

PUBLIC WORKS DEPARTMENT
PROJECT UPDATE
MARCH 2019

Parks Storage Building –At the end of 2018, the building was constructed. Additional work is necessary to complete this project, including installation of garage doors, electrical service, and screening. The contract for the garage doors was approved, the garage doors will be installed soon. Staff is working on the contract for the electrical service, the service will be installed within the next month. The City will be installing fencing along the boundary of the building. Staff is also working with an Eagle Scout to help install trees along the west side of the building. *STATUS – IN PROGRESS.*

ELP Low Water Crossing – The City applied for and received funding from FEMA for their Hazard Mitigation Grant Program in October. The Board of Aldermen approved two contracts for the low water crossing construction, one for the bridge system and one for the construction. The contractor has mobilized and installed erosion control along the creek. The existing structure was removed. Bank stabilization on the upstream end of the bridge was installed. The bridge foundation will be installed in early March. With the flooding in the park, it is uncertain when the bridge will be completed. *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 discuss next steps. *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. *STATUS – IN PROGRESS.*