



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#17-139) Agenda
CITY OF PARKVILLE, MISSOURI
Thursday, September 14, 2017 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 | <input type="checkbox"/> Bill Gresham |
| <input type="checkbox"/> Susan Robb | <input type="checkbox"/> Bob Stuteville | <input type="checkbox"/> Phil Wassmer |
| | <input type="checkbox"/> Marc Sportsman (Liaison) | |

2. CONSENT AGENDA

- A. Approve the minutes for the August 9, 2017, regular meeting

3. ACTION AGENDA

- A. Approve the FOPP Shelter contract
B. Approve the 2018 Parks & Nature Sanctuary CIP request

4. NON-ACTION AGENDA

5. STAFF UPDATES ON ACTIVITIES

- A. Public Works
1. Project Update
 - i. ELP Restroom
 - ii. Parks Storage Building
 2. Parks Report – August 2017
 3. Nature Sanctuary Report – August 2017
 4. Events Update
 5. Assistant to City Administrator – Anna Mitchell

6. MISCELLANEOUS ITEMS FROM THE BOARD

7. ADJOURN



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#17-138)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, August 9, 2017 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 Alysén Abel.

Members present were:

Phil Wassmer
Bill Gresham
Neil Davidson
Bob Stuteville
Laura Ozenberger
Linda Arnold
Michelle Flamm
Liaison, Marc Sportsman

Absent with prior notice were

Adam Zink
Susan Robb

Alysén Abel (Public Works Director) and Bonnie Buckmaster (Public Works Assistant) were present for the City. A quorum was present.

2. CONSENT AGENDA

A. Approve the minutes for the July 12, 2017 regular meeting, with the revision of the name Susan Robb from Susan Ozenberger on Item 3A.

NEIL DAVIDSON MOVED TO APPROVE THE MINUTES FROM THE JULY 12, 2017 REGULAR MEETING. MICHELLE FLAMM SECONDED; MOTION PASSED 7-0.

3. ACTION AGENDA

A. Drop-In Park Events

Alysén Abel, Public Works Director, presented a background of special events held on public property, or with an impact on public resources that are only permitted in Parkville through the issuance of a Special Event Permit from the City. The owner of Om Prana Yoga in downtown Parkville, has an interest in hosting yoga classes in the open space of the park, but did not want to pay the \$400 event fee. The event guidelines do not currently address events of this nature. Abel discussed staff's research and found that Kansas City, Missouri Parks and Recreation has a "micro event" program for events with 50 people or less and doesn't require space rental or electrical service. KCMOPR fee is \$80 for 2 hours. Staff also recommends that Parkville residents and Parkville businesses have a discounted rate of \$25 and non-resident/business fee of \$50.

Discussions included having a similar fee schedule as the park shelters and having a designated green space available to rent limiting the number of participants to 50 or less with a two hour time limit. This would be more for an organized group that would advertise the class and would want

to make sure there is a secured area for their drop in event. Once this is set into place, there could be designated green space areas for this type of event with the fee to cover the administration costs and treat it like the shelter reservations with the same fee schedule and having consistency with all organizations. **UPDATE: Shelter Reservations are \$25 for Resident and \$35 for Non-Resident.** Abel will confirm with Tom Barnard, Park Superintendent on how many green space areas and the sizes available. This item will also go before the Parkville Nature Sanctuary for their consideration at the end of August and will also determine the best locations in the PNS for such events. Staff will also update event contact information.

MICHELLE FLAMM MOVED TO RECOMMEND TO THE BOARD OF ALDERMEN THAT STAFF PREPARE CHANGES TO THE FEE STRUCTURE FOR SMALL EVENTS, AND EVENT GUIDELINES FOR 50 PEOPLE OR LESS UP TO TWO HOURS FOR A PARKVILLE RESIDENT/LICENSED BUSINESS FEE OF \$25 AND A NON-PARKVILLE RESIDENT/BUSINESS FEE OF \$50; NEIL DAVIDSON SECONDED; MOTION PASSED 7-0.

B. Platte Landing Park Land Transfer Agreement

Abel, gave a background of the Platte Landing Park and the Memorandum of Understanding between the City of Parkville and Platte County, for the cooperative planning, development and management of Platte Landing Park and the interest in transferring ownership of PLP to the City.

Abel stated that staff has identified issues in PLP and will include those in the negotiations. Neil Davidson recused himself. CLARB is very supportive and had no further discussion.

MICHELLE FLAMM MOVED TO APPROVE AN AGREEMENT WITH PLATTE COUNTY FOR THE LAND ACQUISITION OF PLATTE LANDING PARK, BILL GRESHAM SECONDED; MOTION PASSED 6-0.

4. NON-ACTION AGENDA

A. 2018 Budget Discussion

Abel asked CLARB for direction for any specific need to be included in the 2018 CIP Budget.

Discussion included a complaint regarding maintenance of the pit toilet in PLP with needing pest control and general maintenance. Also, discussed were to continue English Landing Restroom, Parks Storage Building and Trail maintenance projects. Chair Michelle Flamm would like to see the moving forward with PLP Wetlands and the multi-use fields along with the walking trail around the small dog park. Abel also said that there could possibly be a long term solution to the trail issue in PLP. Abel will send this years' CIP with parks information and a spreadsheet of future wish lists to CLARB members.

There was a discussion of a possible City sales tax increase.

CLARB felt there has been great progress this year. Abel stated that staff will meet with Parks Superintendent Tom Barnard and compile a wish list.

Davidson asked if there could be an updated park map since there have been several updates. Abel said that could possibly be a part of the 2018 budget to have Vireo produce an updated map.

5. STAFF UPDATES ON ACTIVITIES

A. Public Works

1. Parks Report – July 2017 – In the CLARB Packet
2. Nature Sanctuary Report – July 2017 – In the CLARB Packet
3. Events Update – In the CLARB Packet
4. Future CLARB Meetings – Meeting dates will be changed for September and October until the Assistant to the City Administrator position is filled. The changed dates are: **Thursday, September 14, 2017 and Thursday, October 12, 2017 at 6:00 p.m.**

6. MISCELLANEOUS ITEMS FROM THE BOARD

- A. Zona Rosa Sports festival on Sunday, August 8th – Davidson asked for flyers for park information to set out

7. ADJOURN

**PHIL WASSMER MOVED TO ADJOURN AT 7:12 P.M.
MICHELLE FLAMM SECONDED; MOTION PASSED 7-0.**

The minutes for August 9, 2017, having been read and considered by the Community Land and Recreation Board, were approved on this the 14th day of September 2017.

Bonnie Buckmaster
Public Works Assistant

Approval date

CITY OF PARKVILLE Policy Report

Date: Tuesday, September 12, 2017

Prepared By:
Alysen Abel
Public Works Director

Reviewed By:
Melissa McChesney
City Clerk

ISSUE:

Approve an agreement with Fry & Associates for the construction of the Riverview Shelter in Platte Landing Park.

BACKGROUND:

In September 2016, staff was notified that Friends of Parkville Parks (FOPP) was seeking grant requests prior to disbanding. On September 8, 2016, FOPP awarded the City a \$25,000 grant. The funding agreement outlined the funding associated with the proposed project that included the construction of a ball field (\$10,000) and the construction of a new shelter near the southeast corner of the Grigsby Field parking lot (\$15,000). The grant funding is contingent of additional matching funds from Platte County through their Outreach Grant program.

In January 2017, staff submitted an application to Platte County Parks & Recreation for their Outreach Grant program. In March 2017, the City was awarded funding in the amount of \$15,900 from the County.

The proposed shelter will be located along the riverfront near the Grigsby Field parking lot. Staff prepared a conceptual design and specifications based on the other shelter houses in the park and released the bid documents in July 2017. The bid document was split into the base bid for the building construction and the bid alternate for the concrete building pad. On August 1, 2017, five contractors responded to the bid request and the low bidder was Fry & Associates with a base bid of \$34,647. The bid tabulation is included as Attachment 1.

Fry & Associates provided a price for the bid alternate for the concrete building pad in the amount of \$13,888. They are not concrete contractors; their expertise is in park structures. Staff recommends contracting directly with a concrete contractor. Staff will obtain three quotes, in accordance with the City's purchasing policy, for the construction of the concrete building pad.

BUDGET IMPACT:

The 2017 Capital Improvements Program includes \$15,000 for the construction of a new shelter from the FOPP grant. The Platte County Outreach grant funding includes \$15,900. The total budget available is \$30,900.

The total project cost for the building construction is \$34,647, which is a budget shortfall of \$3,747. There is capacity in the Parks (560) Capital Outlay that can cover the overage since there were budget savings in two of the Parks capital projects in 2017.

| | <u>Budget Available</u> | <u>Project Cost</u> | <u>Budget Savings</u> |
|-------------------------|-------------------------|---------------------|-----------------------|
| Commercial Drill Seeder | \$8,000.00 | \$6,077.44 | \$1,922.56 |
| Zero Turn Mower | \$18,000.00 | \$15,925.00 | \$2,075.00 |
| Total Budget Savings | | | \$3,997.56 |

ALTERNATIVES:

1. Approve the construction agreement with Fry & Associates for the construction of the Riverview Shelter.
2. Do not approve the agreement and provide alternative direction to staff.
3. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends approval of the construction agreement with Fry & Associates for the construction of the Riverview Shelter.

BOARD OF ZONING APPEALS APPROVAL:

Since the proposed location of the shelter is located in the Federal Emergency Management Agency (FEMA) designated floodway, the floodplain variance was necessary. The City prepared a floodplain development application. Since there were no issues with the proposed shelter, the Board of Zoning Appeals approved on the application on August 22, 2017, by a vote of 4-0.

FINANCE COMMITTEE RECOMMENDATION:

At the meeting on September 11, 2017, the Finance Committee, by a vote of 4-0, recommended that the Board of Aldermen approve the construction agreement with Fry & Associates for the Riverview Shelter in Platte Landing Park in the amount of \$34,647.

POLICY:

The Purchasing Policy, Resolution No. 17-016, requires Board of Aldermen approval for all purchases above \$10,000 upon recommendation of the Finance Committee.

SUGGESTED MOTION:

I move to recommend that the Board of Aldermen approve the construction agreement with Fry & Associates for the Riverview Shelter in Platte Landing Park in the amount of \$34,647.

ATTACHMENTS:

1. Bid Tabulation
2. Draft Agreement

BID TABULATION

2017 FRIENDS OF PARKVILLE PARKS SHELTER

Bid Opening: Tuesday, August 1, 2017

10:05 a.m., Public Works Conference Room

| Bidder Name | BASE TOTAL | ALTERNATE TOTAL |
|--|--------------|-----------------|
| Fry and Associates N. Kansas City, MO | \$34,647.00 | \$17,888.00 |
| Athco Lenexa, KS | \$37,955.00 | \$7,130.00 |
| Play and Park Structures Park Hills, MO | \$50,814.00 | |
| Lejas Corporation St. Louis, MO | \$110,466.00 | \$16,500.00 |
| R. L. Phillips Construction, Inc. Raymore, MO | \$144,500.00 | \$4,000.00 |

(*) Recommended Award of Purchase

CITY OF PARKVILLE, MO
AGREEMENT BETWEEN CITY OF PARKVILLE
AND CONTRACTOR
FOR
PUBLIC IMPROVEMENT OF FRIENDS OF PARKVILLE PARK SHELTER

This agreement is made and entered into this **19th day of September, 2017**, by and between the City of Parkville, Missouri, (hereinafter the "City") and **FRY & ASSOCIATES** (hereinafter the "Contractor").

WITNESSETH:

WHEREAS, the City, in the manner prescribed by law, has publicly opened, examined and evaluated the Bids submitted, and as a result of this process has, in accordance with the law, determined and declared the Contractor to be the lowest and best responsible bidder for the construction of the public improvements, and has duly selected the Contractor for award of a contract therefor upon the terms and conditions set forth in this Agreement for the sum or sums stated below.

WHEREAS, the City has caused to be prepared, in accordance with the law, Notice to Bidders, Instructions to Bidders, Bid, this Agreement, General and Special Conditions, Plans, Specifications and other documents as identified below and as further defined in the General Conditions (collectively referred to as "the Contract Documents"), for the work therein described, and has approved and adopted these said Contract Documents and has caused to be published, in the manner and for the time required by law, an advertisement inviting sealed Bids for furnishing construction materials, labor, tools, equipment and transportation necessary for, and in connection with, the construction of public improvements in accordance with the terms of this Agreement; and

WHEREAS, the Contractor, in response to the advertisement, has submitted to the City, in the manner and at the time specified, a sealed Bid in accordance with the terms of this Agreement; and

WHEREAS, the City, in the manner prescribed by law, has publicly opened, examined and evaluated the Bids submitted, and as a result of this evaluation has, in accordance with the law, determined and declared the Contractor to be the lowest and best responsible bidder for the construction of the public improvements, and has duly selected the Contractor for award of a contract therefor upon the terms and conditions set forth in this Agreement for the sum or sums set forth below.

NOW, THEREFORE, in consideration of the compensation to be paid the Contractor, and of the mutual agreements herein contained, the parties hereto have agreed, and hereby agree, the City for itself and its successors and the Contractor for itself, its successors and assigns, as follows:

ARTICLE I. The Contractor will furnish at its own cost and expense all labor, tools, equipment, materials and transportation required to construct and complete the work designated, described and required by the Contract Documents, to wit:

all in accordance with the Contract Documents, on file with the City Clerk of Parkville, Missouri, all of which are as fully a part hereof as if repeated verbatim herein; all work to be done in a good, substantial and workmanlike manner to the entire satisfaction of the City, and in accordance with the laws of the City, the State of Missouri and the United States of America. All terms used herein shall have the meanings ascribed to them in the General Conditions unless otherwise specified.

ARTICLE II. The City shall pay to the Contractor for the performance of the work embraced in this Contract, and the Contractor will accept in full compensation therefor, the sum of

Thirty Four Thousand Six Hundred Forty Seven and no/100 DOLLARS (\$34,647.00) (subject to adjustment as provided by the Contract Documents) for all work covered by and included in the Contract award and designated in the foregoing Article I, payment thereof to be made in cash or its equivalent and in the manner provided in the Contract Documents.

ARTICLE III. The contractor shall commence work upon the date stated in the Notice to Proceed and will complete all work by this Contract by November 15, 2017. Time is of the essence. Accordingly, liquidated damages shall be assessed against Contractor, as stipulated liquidated damages and not as a penalty, in the amount of \$100.00 for each and every calendar day the work remains incomplete over the specified completion time.

ARTICLE IV. This Agreement shall not become effective, nor shall Contractor commence any work hereunder, until the City has received, and approved, the Certificate of Insurance and Additional Insured- and Notice of Cancellation Endorsements, the fully executed Performance and Payment Bonds with Powers of Attorney, and the list of proposed Subcontractors from Contractor.

ARTICLE V. This Agreement is entered into, under and pursuant to, and is to be construed and enforceable in accordance with the laws of the State of Missouri.

ARTICLE VI: The following documents are made part of this agreement by reference:

| | |
|-------------|---|
| Exhibit A | General Conditions of the Contract |
| Exhibit A-1 | Special Conditions of the Contract |
| Exhibit B-1 | Performance Bond |
| Exhibit B-2 | Payment Bond |
| Exhibit C | List of Plans (by sheet number and date), including all addenda thereto |
| Exhibit D | Specifications, including all addenda thereto |
| Exhibit E | Contractor's Affidavit Acknowledging Federal Lobbying Activities and Conflict of Interest Prohibition |
| Exhibit F | Sales tax exemption documentation forms |
| Exhibit G | Contractor's Affidavit of Compliance with Non-Discrimination and Equal Employment Opportunity Laws |
| Exhibit H | Affidavit of Compliance with Safety Training Requirements (§292.675 R.S. Mo.) |
| Exhibit I | Affidavit of Compliance with R.S. Mo §285.530.6 |
| Exhibit J-1 | Applicable Missouri Prevailing Wage Rates |
| Exhibit J-2 | Prevailing Wage Rate Reporting Form |
| Exhibit J-3 | Certification of Compliance with Prevailing Wage Requirements |
| Exhibit K | Insurance Requirements |
| Exhibit L | Bill of Sale |
| Exhibit M | Bailment Agreement |
| Exhibit N | Conditional Partial Waiver of Lien and Release of Claims |
| Exhibit O | Conditional Final Waiver of Lien and Release of Claims |
| | Certificate of Substantial Completion |
| | Certificate of Final Completion |
| | Construction Change Directive |
| | Change Order |

WITNESS WHEREOF, the City of Parkville, Missouri, has caused this Agreement to be executed on its behalf, thereunto duly authorized, and the said Contractor has executed this contract in the prescribed form and manner, the day and year first above written.

CITY OF PARKVILLE, MISSOURI

By: Nanette K. Johnston

Title: Mayor

ATTEST:

Melissa McChesney, City Clerk

FRY & ASSOCIATES, INC.

By _____

Title _____

(SEAL)

(If the Contract is not executed by the President of the Corporation or general partner of the partnership, please provide documentation, which authorizes the signatory to bind the corporation or partnership. If a corporation, Contractor shall furnish the City a current certificate of good standing, dated within ten (10) days of the date of this Contract.)

CITY OF PARKVILLE

Policy Report

DATE: September 12, 2016

PREPARED BY:
Alysen Abel
Public Works Director

REVIEWED BY:
Melissa McChesney
City Clerk

ISSUE:
Receive the update on the Parks and Nature Sanctuary Capital Improvement Program (CIP).

BACKGROUND:
The City operates on a January 1 to December 31 fiscal year and therefore must adopt a 2018 budget before the end of the calendar year. At the Board of Aldermen level, the process involves four budget work sessions followed by a public hearing to review and adopt the final budget. Part of this process is the adoption of the annual Capital Improvement Program (CIP). The CIP reflects the priorities of the governing body for the immediate future, but is evaluated on an annual basis and adjusted to reflect changing needs and conditions.

Each department/division submits CIP requests to the City Administrator for preparation of the recommended budget to the Board of Aldermen during the budget process. Attached is a draft version of the Parks and Nature Sanctuary CIP. This document is based on last year's CIP and other internal evaluations. Projects that are not anticipated to be funded or accomplished within the 6-year CIP planning period are listed as unfunded "future" projects. These future projects will assist with CIP preparation in future budget years and create a catalog of unmet community needs.

City staff recommends that the Community Land and Recreation Board (CLARB) provide direction and feedback on the proposed draft Parks and Nature Sanctuary CIP document (Attachment 1) with the following questions in mind:

1. Are the listed projects in priority order?
2. Do the listed CIP projects reflect a future community need?
3. Are any projects missing from the CIP list that should be included?

The discussion tonight will provide the information needed to develop an informed and realistic Parks and Nature Sanctuary Division CIP. Based on CLARB's input, staff will revise the CIP request, if needed, before submitting it to the City Administrator for inclusion in the 2018 recommended budget. Staff reserves the right to add/subtract projects depending on the outcome of parks master plan update. Following additional review and vetting by department staff and city administration, the Board of Aldermen will review the CIP recommendations during its budget work sessions in October and November. Final adoption of the budget is anticipated in December 2017.

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

ALTERNATIVES:

1. Receive the update on the Parks and Nature Sanctuary Capital Improvement Program (CIP) and provide guidance on the discussion items presented.
2. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends that CLARB receive the update on the proposed Parks and Nature Sanctuary Capital Improvement Program (CIP) and provide feedback as necessary.

POLICY:

Section 150.050.B. of the Parkville Municipal Code directs CLARB to provide advisory support to the Parks and Recreation Department and make recommendations to the Mayor and Board of Aldermen via the Director of Parks and Recreation. CLARB shall review matters of park planning or other issues brought before the Board. Since the annual budget affects parks planning and improvements, staff historically reviews the Parks and Nature Sanctuary CIP with CLARB before finalizing a recommendation to the Board of Aldermen.

SUGGESTED MOTION:

I move to receive the update on the proposed Parks and Nature Sanctuary Capital Improvement Program (CIP).

ATTACHMENT:

1. Parks/Nature Sanctuary CIP

| | | | | | | | | | | BUDGET IMPACT | | | | | | |
|---------------|--------------|------------------|--------------------|---------------------|---|---|---|---------------------|-------------------|-------------------|------------------|------------------|------------------|------------------|-------------------|--|
| Priority | Account Code | Division | Type | New or Replacement? | Name | Project Description | Funding Source | Total Cost | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | Future | |
| 1 | | Parks | Project | New | Friends Fields | Construct new practice fields in Platte Landing Park | 8% Parks Donation 12% FOPP Donation | \$ 125,000 | \$ 100,000 | | | | | | | |
| 2 | | Parks | Project | New | Maintenance and Equipment Storage Facility | Storage and shop area to protect and maintain equipment. Shop location is proposed in conjunction with the proposed ELP Restroom Facility. The cost includes the site improvements associated with the building (access drive, fence, etc.) | Funding in 2017 and 2018 | \$ 120,000 | \$ 70,000 | | | | | | | |
| 3 | | Parks | Multi-year Project | Replacement | ELP Low Water Crossing Improvement | This project would raise the low water crossing in English Landing Park to reduce the amount of time the park is closed due to backwater from the Missouri River flooding out the crossing. | 75% FEMA Grant 2% County SW Grant 13% Projects Fund | \$ 500,000 | \$ 24,000 | \$ 90,000 | | | | | | |
| 4 | | Parks | Project | New | Trail around perimeter of the Dog Park | Construct a walking trail around the perimeter fence in the Platte Landing Park small dog park areas | 100% Outreach Grant (city in-kind for labor) | \$ 4,000 | \$ 4,000 | | | | | | | |
| 5 | | Parks | Equipment | New | Ballfield Drag | Replace the existing a 3-wheel drag for ballfield maintenance. | 100% General Fund | \$ 20,000 | \$ 20,000 | | | | | | | |
| 6 | | Parks | Equipment | New | Trailer | Purchase 16-foot heavy duty trailer for hauling tractor equipment for mowing remote areas. | 100% General Fund | \$ 10,000 | \$ 10,000 | | | | | | | |
| 7 | | Parks | Project | New | Dog Park Shade Structure | Construct a shade structure at the entrance of the two dog parks in Platte Landing Park. | 50% Outreach Grant 50% Donations | \$ 40,000 | | | \$ 20,000 | | | | | |
| 8 | | Parks | Equipment | Replacement | JD 6-Series Tractor with Turf Tires | Replacement for aging (30+ years) tractor in fleet used primarily to mow riverfront parks. Can also handle a boom mower (shared with Streets) for mowing medians and riverbank. | 100% General Fund | \$ 40,000 | | \$ 40,000 | | | | | | |
| 9 | | Parks | Equipment | New | Brush Hog Mower Attachment | Attachment to 6-series tractor used for mowing wetland area and river bank. | 100% General Fund | \$ 25,000 | | \$ 25,000 | | | | | | |
| 10 | | Parks | Multi-year Project | New | Alloe Creek/English Landing Park Flood Berm (Stream bank upgrade) | Multi-year project to construct the White Alloe Creek flood berm in phases. Will involve flat rock creek banks between railroad tracks and Alloe crossing. | 100% General Fund | \$ 150,000 | | | \$ 50,000 | \$ 50,000 | \$ 50,000 | \$ 50,000 | | |
| 11 | | Parks HQ | Project | Replacement | Office, Renovations (Incl. Finishes, Furnishings and Appliances) | Vinyl floor coverings, Paint finishes, plumbing fixtures, light fixtures, Kitchenette with cabinetry and minor appliances, furnishings including a desk, chairs and bookcase | 100% General Fund | \$ 10,612 | | | \$ 10,612 | | | | | |
| Future | | Nature Sanctuary | Project | New | Additional Access Points | Provide additional access points to the Nature Sanctuary from Park University / Riss Lake. This includes improvements to parking areas and signage. | 80% General Fund; 20% Nature Sanctuary Fund | \$ 80,000 | | | | | | | \$ 80,000 | |
| Future | | Parks | Project | New | Trail Lighting - Platte Landing Park | Install solar lighting along the loop trail in Platte Landing Park. | 100% General Fund | \$ 100,000 | | | | | | | \$ 100,000 | |
| Future | | Parks | Maintenance | New | Southern Platte Pass Trail Maintenance | The City is responsible for maintenance of the multi-modal trail along Route 45 that is beginning to show wear. Funds need to be budgeted for periodic routine maintenance. The need will grow with the completion of Route 45 - Phase C. | 100% Transportation Fund | \$ 50,000 | | | | | | | \$ 50,000 | |
| Future | | Parks | Project | New | Grigsby Field Bleacher Shade Canopy | This project would add sun shades over the bleachers. | 100% General Fund | \$ 20,000 | | | | | | | \$ 20,000 | |
| Future | | Parks HQ | Project | Replacement | Asphalt Pavement, Total Replacement | 650 square yards of parking areas and access drives | 100% General Fund | \$ 21,705 | | | | | | | \$ 21,705 | |
| Future | | Parks HQ | Project | Replacement | Fence | Replace 510 linear feet of perimeter wood fence at the Parks Building. | 100% General Fund | \$ 24,499 | | | | | | | \$ 24,499 | |
| Totals | | | | | | | | \$ 1,294,612 | \$ 228,000 | \$ 155,000 | \$ 80,612 | \$ 50,000 | \$ 50,000 | \$ 50,000 | \$ 250,000 | |



CITY OF PARKVILLE Memorandum

Date: September 6, 2017

To: Community Land and Recreation Board Members

From: Alysén Abel, Public Works Director

CC: Tom Barnard, Parks Superintendent

RE: August 2017 Parks Activity Report

The following Parks-related activities took place during August 2017:

- Ball Field Maintenance – The ballfields are groomed twice weekly by the Parks staff.
- Mowing – Staff continues to mow English Landing and Platte Landing Parks on a regular schedule. The areas along Hwy 45, City Right-of-Way, Parkville Athletic Complex, and small parks were also mowed by staff.
- Weed Removal – Staff performs ongoing weeding in various areas around the City parks. Staff removed the Japanese Hops along Alloe Creek.
- Tree Maintenance – Staff rented a stump grinder and removed tree stumps in English Landing and Platte Landing Parks. Several trees were pruned around the parks to improve mowing efficiency.
- Pocket Park Maintenance – The Miller family bench was repositioned. Staff sprayed for weeds. Staff removed and thinned several trees in the landscape areas.
- Parkville Entryway Sign – Landscape blocks were placed along the base of the Entryway sign foundation.
- Storm Damage – Parkville received approximately 10 inches of rain on August 21st and August 22nd. There were several areas impacted by the storm damage.
 - Several areas around Platte Landing Park were under water. Trail maintenance is necessary.
 - English Landing Park had several areas of ponding. The trail also had several washouts. Trail maintenance is necessary.
 - Approximately 30% of the dog parks were under water, causing the dog parks to be closed for 2 days.
 - The low water crossing culvert pipes were undermined. A temporary repair is necessary to prolong the life of the crossing until the crossing can be reconstructed in 2018/2019.
 - The culvert pipe along the riverfront trail in English Landing Park had a washout. The pipe will need to be removed and replaced.

- Restroom Maintenance – Staff performed regular maintenance and cleaning of the park's restrooms.
- Park Maintenance – Regular trash maintenance was performed. Staff maintained the shelter and dog park areas. The dog waste bags were restocked.
- Event Assistance – The parks staff works behind the scenes as several of the events in the park and downtown.
 - After the Parkville Days event, staff removed the traffic control cones and barricades. The parking lots were cleaned and the park was restored.
 - Final Fridays was held in Downtown on Friday, August 25th. Staff assisted Main Street Parkville Association (MSPA) with the installation and removal of the traffic control cones and barricades for the event.
- Spirit Fountain – The pump at the Spirit Fountain was replaced. The fountain is up and running.
- Vehicle Maintenance – The right hydraulic motor was repaired on the older 997 zero turn mower. The motor and hydraulic fluid was changed on all the mowers.
- City Hall Maintenance – The landscape areas around City Hall were excavated and the soil prepped for new plantings. The new plantings were installed.
- Hwy 9 Triangle – Staff sprayed for weeds in the landscape around the clock triangle area.
- Picnic Tables – Two new picnic tables were assembled and placed in the shelter houses. The older picnic tables from the shelter houses were added to each of the dog parks.
- Electrical upgrades – The electricity was checked prior to the Parkville Days event. The GFI's were replaced as necessary.
- Wasp Nests – Several clusters of nests were removed in various areas around the park.
- AT&T Sign Post – Staff removed the old wooden AT&T sign post at the entrance to English Landing Park. The sign was replaced with a new, shorter PVC post furnished by AT&T.

Two working **Eagle Scout Projects** - **Peyton** and I met to finalize his project. He is building two kiosks to be placed at trailheads along White Tail Trail (Riss Lake pool and Park U. ballfields). I cleared the vegetation where his posts were set this month, and he should finish in September. **Quentin** needs to get KCPL statement verifying electricity is off at the Cement Pond before his Troop will allow the work (woody vegetation removal within chain link fence) to begin. I have made the call to KCPL and am waiting to have a site visit.

At the Sullivan NS, the waterline was dug closer to the north boundary than MCONN officials laid out on an earlier visit with me and MO Am Water. This brought down fewer trees, but our data for reimbursement was no longer accurate. I walked the site again: once to identify unmarked trees that were taken down, and once to identify live trees marked for removal that were left standing. This new data was compiled and submitted to MO Am Water for a revised compensation figure.

I wrote three 'Thanks You' letters to people who made monetary contributions to the FOPNS during Jeanne Pyland's morning 'watch parties' on Saturday and Sunday mornings at PNS. She generated money, anecdotes, and volunteers. Collected money from PNS donation boxes with Matthew.

Wrote Stream Team reports to submit following our July monitoring of White Alloe Creek. Measures for discharge, turbidity, dissolved oxygen and nitrates were among the data collected, as well as sampling for macroinvertebrates.

The FOPNS participated in Parkville Days by setting up a spot to talk-up volunteers, events, memorial bricks, and other opportunities associated with the Sanctuary. I helped set-up and take down tent and equipment on Friday and Sunday evenings. They also held a Butterfly Basket raffle from goods donated by member Mark McKellar. Visitation was low overall, but some interesting contacts with locals might prove valuable.

We held a Volunteer Work Day on Saturday the 19th and welcomed some new volunteers who were recruited from the 'Jeanne Sessions' in July. An energized crew wood chipped trails on a very muggy morning. I also accepted a donation of industrial PVC pipe from Kevin Driver on the 19th. This material can be used to help with trail maintenance in some of our water prone sections.

Routine work in the PNS included mowing, watering the Butterfly Garden & Pumpkin Patch, and with Wayne, chain saw work from recently downed trees. August was a record setting month for rain, and our trails took a significant hit from the 3rd rain event of more than five inches this summer. Alan Shank's crew did a great job in getting our gravel road/trail sections back to normal following each rain.

I met with Kevin Martineau, Park University Facilities Manager at the Sanctuary. He gave permission to have one of the Eagle Scout kiosks be placed on Park property off the Riss Lake entrance. We also discussed placement of handicapped parking spaces in our lot that might also serve their new restroom. Unfortunately, the only usable spaces, gradewise, are those furthest from the building, and we were hoping to have them closer and more visible. Finally, we discussed a cooperative agreement we might be able to have concerning the restroom's availability for Sanctuary users. Sadly, it seems the City did not live up to their end of a previous agreement in 2014-15, and never took a turn cleaning and servicing the restroom. In fact, neither Wayne nor any of the long-serving volunteers seemed to know anything of that arrangement. Additionally, Kevin stated the City passed on an invitation to partner with the university to build the new structure. In spite of this, he wants the university to be a good neighbor in Parkville and we might be able to work something out.

Attended monthly meetings for Public Works and PNS Volunteers. Planning for Ghost Stories (10-28-17) begins.

2017 Upcoming Event List

| Name | Date | Event Start* | Event Stop* | Type | Location |
|---|------------|--------------|-------------|-------------------------------------|---|
| Cruise Night | 9/2/2017 | 4:00 PM | 8:00 PM | Car Show | Downtown Parking Lots |
| Folds of Honor 5K | 9/2/2017 | 9:00 AM | 12:00 PM | 5K Race | Start/Finish English Landing Park - Standard 5K Route |
| The Blue Ribbon 10 K / 5K and 2 Mile Walk | 9/9/2017 | 7:00 AM | 10:00 AM | 5K/10K Race and 2 Mile Walk | Start/Finish English Landing Park - Standard 5K/10K Route and 2 Mile Walk Route |
| Veterans Memorial 5K / 10k | 9/10/2017 | 8:00 AM | 10:00 AM | 5K/10K Race | Start/Finish English Landing Park - Standard 5K/10K Route |
| Paws in the Park | 9/16/2017 | 9:00 AM | 12:00 PM | Dog Show/Event | English Landing Park Stages and Soccer Field |
| Final Fridays | 9/29/2017 | 5:00 PM | 8:00 PM | Sidewalk Music/Retail Outdoor Sales | Pocket Park/Downtown Parkville |
| Running 4 Research 5K / 10k | 9/30/2017 | 9:00 AM | 2:00 PM | 5K/10K Race | Start/Finish English Landing Park - Standard 5K/10K Route |
| Dyslexia Dash 5K | 10/1/2017 | 7:30 AM | 12:00 PM | 5K Race | Start/Finish English Landing Park - Standard 5K Route |
| Bringing Up the Rear 5K | 10/8/2017 | 9:00 AM | 12:00 PM | 5K Race | Start/Finish English Landing Park - Standard 5K Route |
| Ian's Rainbow Walking To Fight The Flu 5K | 10/14/2017 | 8:00 AM | 1:00 PM | 5K Race | Start/Finish English Landing Park - Standard 5K Route |
| Zombie Fun Run 5K | 10/22/2017 | 5:30 PM | 7:30 PM | 5K Race | Start/Finish English Landing Park - Standard 5K Route |
| Final Fridays | 10/27/2017 | 5:00 PM | 8:00 PM | Sidewalk Music/Retail Outdoor Sales | Pocket Park/Downtown Parkville |
| O2 Breathe 5K | 11/4/2017 | 8:00 AM | 1:00 PM | 5K Race | Start/Finish English Landing Park - Standard 5K Route |
| Epilepsy Foudation 5K | 11/5/2017 | 6:00 AM | 12:00 PM | 5K Race | Start/Finish English Landing Park - Standard 5K Route |
| Turkey Trot 5K / 10K | 11/23/2017 | 9:00 AM | 12:00 PM | 5K Race | Start/Finish English Landing Park - Turkey Trot Route |
| Christmas on the River | 12/1/2017 | 6:00 PM | 10:00 PM | Music/Food/Fireworks/Santa | Downtown Parking Lots |