



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#18-1) Agenda
CITY OF PARKVILLE, MISSOURI
Wednesday, January 10, 2018 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 December 13th, 2017, regular meeting.

3. ACTION AGENDA

- A. Approve the recommendation of increasing the Speed Limit in Platte Landing Park from 10 MPH to 15 MPH.
B. English Landing Park and Platte Landing Park Green Space designation.

4. NON-ACTION AGENDA

5. STAFF UPDATES ON ACTIVITIES

- A. December Nature Sanctuary Report
B. December Parks Report
C. Public Works Project Update Report
D. 2017 Farmers Market Report
E. Veterans Memorial Update

6. MISCELLANEOUS ITEMS FROM THE BOARD

7. ADJOURN



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#17-141)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, December 13, 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 Anna Mitchell.

Members present were:

Phil Wassmer
Bill Gresham – Arrived after 2A
Neil Davidson
Laura Ozenberger
Linda Arnold
Michelle Flamm Adam Zink
Susan Robb
Liaison, Marc Sportsman

Absent with prior notice were:

Bob Stuteville

Anna Mitchell (Assistant to the City Administrator), Alysén Abel (Public Works Director), and Stephan Lachky (Community Development Director) were present for the City. A quorum was present.

2. CONSENT AGENDA

A. Approve the minutes for the November 2, 2017 special meeting.

NEIL DAVIDSON MOVED TO APPROVE THE MINUTES FROM THE NOVEMBER 2, 2017 SPECIAL MEETING. LINDA ARNOLD SECONDED; MOTION PASSED 7-0.

3. ACTION AGENDA

A. Park University Public Administration Student presentation on Platte Landing Park Use

Professor Terry Ward and Zach Jarrard, Park University provided an overview of the research completed; presentation is included in the CLARB Packet. Jarrard noted that the overarching theme was to determine if a sports park was developed would people use it. The report concluded that there was a need for sports fields in the park and they would provide economic benefits to the community.

The Community Land and Recreation Board thanked Professor Ward and Zach Jarrard for their hard work and research.

MICHELLE FLAMM MOVED TO RECEIVE AND FILE THE REPORT PRESENTED BY THE PARK UNIVERSITY PUBLIC ADMINISTRATION COURSES REGARDING THE DEMAND FOR ATHLETIC FIELDS IN PARKVILLE PARKS FOR FUTURE USE; LINDA ARNOLD SECONDED; MOTION PASSED 8-0.

- B. Approval of the application to rezone Platte Landing Park from I-1 Light Industrial District and I-3 Heavy Industrial District to PLCD Parkland and Conservation District.

Stephen Lachky, Community Development Director, gave a background of the rezoning issue of the six parcels containing 146.12 acres from I-1 Light Industrial District and I-3 Heavy Industrial District to “PLCD” Parkland and Conservation District Case No. PZPZ17-09. Lachky is asking CLARB to provide a recommendation to the Board of Aldermen for the application to rezone.

LAURA OZENBERGER MOVED TO RECOMMEND THAT THE BOARD OF ALDERMEN APPROVE THE REZONING OF SIX PARCELS OF LAND CONTAINING 146.12 ACRES, MORE OR LESS, GENERALLY LOCATED TO THE SOUTHWEST OF ENGLISH LANDING CENTER, WEST OF ENGLISH LANDING PARK AND NORTH OF THE MISSOURI RIVER, FROM “I-1” LIGHT INDUSTRIAL DISTRICT AND “I-3” HEAVY INDUSTRIAL DISTRICT TO “PLCD” PARKLAND AND CONSERVATION DISTRICT; NEIL DAVIDSON SECONDED; MOTION PASSED 8-0.

- C. Approve the naming of the Parkville Nature Sanctuary Trail System to the Jim Reed Trail System.

Anna Mitchell, Assistant to the City Administrator, presented a background of the Friends of Parkville Nature Sanctuary (FOPNS) and the wish to dedicate the network of trails in honor of the first PNS Director, “The Jim Reed Trail System”.

NEIL DAVIDSON MOVED TO NAME THE TRAIL NETWORK AT THE PARKVILLE NATURE SANCTUARY TO BE “THE JIM REED TRAIL SYSTEM”; BILL GRESHAM SECONDED; MOTION PASSED 8-0.

- D. Consideration of the 2018 Outreach Grant application.

Alysen Abel, Public Works Director, provided information of the 2018 Outreach Grant Application opportunities. There is approximately \$250,000 available each year through the program. The projects are included in the CLARB packet for reference.

CLARB recommended that staff apply for all three projects.

MICHELLE FLAMM 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 8-0.

- E. Consideration of the Veterans Memorial Designs.

Anna Mitchell, Assistant to the City Administrator presented designs submitted for the Monument at the Veterans Memorial through a contest which was opened online for the community to vote on. The Memorial would be funded by the Veterans Committee and maintained by the City of Parkville.

CLARB expressed concerns of the floodplain issues, structural durability of the designs and the lack of a maintenance plan or funding and questioned whether the designs fit the global view of the plans for the parks.

Mitchell asked CLARB to prioritize the top three designs. Neil Davidson recused himself from the vote. Design D received five (5) votes and Design A received two (2) votes. There was not a third preference.

ADAM ZINK MOVED TO RECOMMEND THE PRIORITY LISTING AS DISCUSSED BY CLARB TO THE VETERANS COMMITTEE; MICHELLE FLAMM SECONDED; MOTION PASSED 7-0.

F. Approval of the recommendation to amend an ordinance to include the prohibition of smoking in the Farmer's Market during hours of operation.

Anna Mitchell, Assistant to the City Administrator, provided an overview of the Municipal Code Section 140.035 and 206.050 and recommended to amend the ordinance to include Farmer's Market during hours of operation.

Discussion included signage for the area. Mitchell will look into the wording stating that the prohibited twenty (20) foot area be from the roofline and will also check if the dog parks are included in the current ordinance.

LAURA OZENBERGER MOVED TO RECOMMEND TO THE BOARD OF ALDERMEN AN ORDINANCE AMENDING PARKVILLE MUNICIPAL CODE SECTIONS 140.035 AND 26.050 PROHIBITING SMOKING IN OUTDOOR AREAS TO INCLUDE THE FARMER'S MARKET DURING HOURS OF OPERATION; NEIL DAVIDSON SECONDED; MOTION PASSED 8-0.

4. NON-ACTION AGENDA

5. STAFF UPDATES ON ACTIVITIES

A. Administration

1. Parks Update

- i. Missouri American Water SCADA Tower – Not approved by Board of Aldermen MOAW will relocate tower to an existing well near Park University
- ii. November Nature Sanctuary Report – Included in CLARB Packet

B. Public Works

1. November Parks Report – Included in the CLARB Packet
2. PLP Land Transfer Update – Waiting on Title Company to schedule closing
3. Railroad Trail Easement Update – Nearing closure – The gate cannot be opened until there is a signed Maintenance Agreement

6. MISCELLANEOUS ITEMS FROM THE BOARD

A. Concern of the Volleyball Nets not put away and the railings taken down. Abel stated that the padded railing had an issue with vandalism – CLARB was concerned with the safety factors without padding on the poles.

- B. Abel stated that diseased trees had been taken out and have replanted new trees.
- C. 45 Highway ribbon cutting – Should be open on Friday, December 15th.
- D. KC Star article of the Liberty Parks foundation raised \$60,000 – Funds raised by a City golf tournament and fundraising.
- E. Park Shelter is on order and will be installed early 2018. Currently obtaining concrete quotes.
- F. Nature Sanctuary is having a monthly photo contest.

7. **ADJOURN**

**MICHELLE FLAMM MOVED TO ADJOURN AT 7:21 P.M.
LAURA OZENBERGER SECONDED; MOTION PASSED 8-0.**

The minutes for December 13, 2017, having been read and considered by the Community Land and Recreation Board, were approved on this the 10th day of January 2018.

Bonnie Buckmaster
Public Works Assistant

Approval date

CITY OF PARKVILLE **Policy Report**

Date: Friday, January 5th, 2018

Prepared By:
Anna Mitchell
Assistant to the City Administrator

Reviewed By:
Alysen Abel
Public Works Director

ISSUE:

Approve the recommendation to the Board of Aldermen to approve an ordinance to increase the speed limit in Platte Landing Park from 10 MPH to 15 MPH.

BACKGROUND:

The speed limit throughout Platte Landing Park was brought to staff's attention as an issue in early 2015. Multiple board members and staff have said that it is posted too low and should be increased. Since then, two traffic counts have been conducted by the Parkville Police Department. The full report sheets are provided as the first attachment in this agenda item.

The traffic count performed in early 2015 found that of the 1,363 drivers surveyed, 150 (11%) were driving at or under the posted speed limit, and 1,213 (89%) were driving above the posted speed limit. The average speed calculated was 16.35 MPH.

The traffic count performed in mid-2017 found that of the 9,541 drivers surveyed, 1,557 (16%) were driving at or under the posted speed limit, and 7,984 (84%) were driving above the posted speed limit. The average speed calculated was 14.81 MPH.

Averages of the two studies show 13.5% of drivers at the speed limit and the average speed limit at 15.6 miles per hour.

After conversations with the Police Chief, he believes that the best action is to raise the speed limit to 15 MPH. His opinion is that if there is to be a higher speed limit, there will be individuals who will drive through the park at even higher speeds.

This action would repeal and replace Municipal Code Section 320.020 Speed Limits, subsection C. Proposed ordinance provided as the second attachment of this item.

BUDGET IMPACT:

There is no direct budget impact associated with approval of the speed limit change.

ALTERNATIVES:

1. Approve to recommend to the Board of Aldermen to approve an ordinance increasing the speed limit in Platte Landing Park from 10 MPH to 15 MPH.
2. Approve to recommend to the Board of Aldermen to approve an ordinance increasing the speed limit in Platte Landing Park from 10 MPH to 15 MPH with alterations recommended by the Community Land and Recreation Board.
3. Do not recommend to the Board of Aldermen to approve an ordinance increasing the speed limit in Platte Landing Park from 10 MPH to 15 MPH.
4. Postpone the item.

STAFF RECOMMENDATION:

ITEM 3A
For 1-10-2018
Community Land and Recreation Board Meeting

Staff recommends that the Community Land and Recreation Board approves to recommend to the Board of Aldermen to approve an ordinance increasing the speed limit in Platte Landing Park from 10 MPH to 15 MPH.

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 recommend to the Board of Aldermen to approve an ordinance increasing the speed limit in Platte Landing Park from 10 miles per hour to 15 miles per hour.

ATTACHMENT:

1. Traffic Surveys.
2. Proposed ordinance.

City of Parkville Mo
8880 Clark Avenue
Parkville, MO 64152
Traffic Survey Summary

Location: Platte Landing Park 2
 Start Date: 03-27-15
 End Date: 04-01-15

Zone: Parks & Rec.
 Start Time: 14:13:34
 End Time: 14:27:23
 Travel Direction: W

Speed	1 - 19	20 - 21	22 - 23	24 - 25	26 - 27	28 - 29	30 - 31	32 - 33	34 - 35	36 - 37	38 - 39	40 - 999
Volume	1014	170	94	44	25	10	3	3	0	0	0	0
% of Total	74.39%	12.47%	6.89%	3.22%	1.83%	0.73%	0.22%	0.22%	0%	0%	0%	0%
										Total Vehicles: 1363		

Speed Statistics		10 MPH Pace		Number Exceeding Limit				
Posted	10	Pace Speed	12 to 21	Speed	10+	20+	30+	Total
#At/Under Limit	150	# in Pace	960	Number	959	251	3	1213
# Over Limit	1213	% in Pace	70.43%	Percent	70.35%	18.41%	0.22%	88.99%
Average Speed	16.35	85% Percentile	21					

01-04-2018, 12:43:40

City of Parkville Mo
 8880 Clark Avenue
 Parkville, MO 64152
Traffic Survey Summary

Location: Platte Landing Park
 Start Date: 05-31-17
 End Date: 06-19-17

Zone: Parks & Rec.
 Start Time: 12:21:46
 End Time: 12:58:52
 Travel Direction: S

Speed	1 - 19	20 - 21	22 - 23	24 - 25	26 - 27	28 - 29	30 - 31	32 - 33	34 - 35	36 - 37	38 - 39	40 - 999
Volume	8177	686	373	175	74	25	11	11	2	3	2	2
% of Total	85.7%	7.19%	3.9%	1.83%	0.77%	0.26%	0.11%	0.11%	0.02%	0.03%	0.02%	0.02%
										Total Vehicles: 9541		

Speed Statistics		10 MPH Pace		Number Exceeding Limit				
Posted	10	Pace Speed	10 to 19	Speed	10+	20+	30+	Total
#At/Under Limit	1557	# in Pace	7148	Number	7004	958	22	7984
# Over Limit	7984	% in Pace	74.91%	Percent	73.4%	10.04%	0.23%	83.68%
Average Speed	14.81	85% Percentile	19					

BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE AMENDING PARKVILLE MUNICIPAL CODE SECTION 320.020 SPEED LIMITS, INCREASING THE SPEED LIMIT IN PLATTE LANDING PARK TO 15 MILES PER HOUR

WHEREAS, the Community Land and Recreation Board has brought forward the issue of the speed limit within Platte Landing Park, claiming the speed limit should increase; and

WHEREAS, traffic surveys have shown that only 13.5 percent of drivers on this road drive the speed limit, while drivers on this road drive an average of 15.6 miles per hour; and

WHEREAS, it is the informed opinion of the Police Department that the speed limit should be increased to 15 miles per hour; and

WHEREAS, it is the desire of City staff and the Community Land and Recreation Board to increase the speed limit within Platte Landing Park from 10 miles per hour to 15 miles per hour.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMAN OF THE CITY OF PARKVILLE, MISSOURI, AS FOLLOWS:

SECTION 1: Parkville Municipal Code Section 320.020 is hereby amended to read as follows:

C. No person shall drive or operate any motor vehicle in excess of ten (10) miles per hour in English Landing Park from the entryway sign into and throughout the park. No person shall drive or operate any motor vehicle in excess of fifteen (15) miles per hour in Platte Landing Park from the entryway sign into and throughout the park.

SECTION 2: This ordinance shall be effective immediately upon its passage and approval.

PASSED and APPROVED this ____ day of _____ 2018.

Mayor Nanette K. Johnston

ATTESTED:

City Clerk Melissa McChesney

CITY OF PARKVILLE **Policy Report**

Date: Friday, January 5th, 2018

Prepared By:
Anna Mitchell
Assistant to the City Administrator

Reviewed By:
Alysen Abel
Public Works Director

ISSUE:

Approve the recommendation to the Board of Aldermen to approve the ordinance that incorporates Green Spaces within our Event Rules and Conditions to provide additional small spaces to reserve.

BACKGROUND:

Earlier this year, City Staff went out to English Landing Park and Platte Landing Park to find the best places to be able to be reserved for future use. Four different areas were found that were natural places to have a small party. This use was brought forward by a few local businesses that wanted to have a small event in the parks, but didn't have a large group that would warrant the \$400 event fee. The Green Spaces would be treated like shelters when reserving times as well as the proposed \$25 fee per time slot (\$35 for non-resident/non-local business).

Attached is a proposed ordinance that amends Section 140.350 of the Municipal Code. The changes in this section include the insertion of "Green Spaces" within subsection B, to be treated just like a shelter reservation.

BUDGET IMPACT:

There is no direct budget impact associated with approval of the addition of Green Spaces.

ALTERNATIVES:

1. Approve to recommend to the Board of Aldermen to include the Green Spaces in the City of Parkville Event Rules and Conditions.
2. Approve to recommend to the Board of Aldermen to include the Green Spaces in the City of Parkville Event Rules and Conditions with alterations recommended by the Community Land and Recreation Board.
3. Do not recommend to the Board of Aldermen to include the Green Spaces in the City of Parkville Event Rules and Conditions.
4. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends that the Community Land and Recreation Board approves to recommend to the Board of Aldermen to approve the ordinance that incorporates Green Spaces in the City of Parkville Event Rules and Conditions.

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:


ITEM 3B
For 1-10-2018
Community Land and Recreation Board Meeting

I move to recommend to the Board of Aldermen to approve the ordinance to incorporate Green Spaces as attached in the City of Parkville Event Rules and Conditions.

ATTACHMENT:

1. Proposed Green Space Map.
2. Proposed language to be placed within the City of Parkville Event Rules and Guidelines.



 Free Space For Reservation

BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE AMENDING PARKVILLE MUNICIPAL CODE SECTION 140.350 PARKS FACILITY USAGE AND PERMIT FEE SCHEDULE, PROVIDING GREEN SPACES THROUGHOUT ENGLISH LANDING PARK FOR RESERVATION.

WHEREAS, there are several areas throughout English Landing Park that are considered "Green Spaces" that are currently not available if an individual or business wished to reserve the space for an event; and

WHEREAS, providing additional spaces for reservation will allow a larger amount of usage of the parks; and

WHEREAS, allowing for the reservation of the green spaces will provide a smaller and more manageable alternative for an organized use of the park; and

WHEREAS, it is the desire of City staff and the Community Land and Recreation Board to allow for the reservation of the designated green spaces.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMAN OF THE CITY OF PARKVILLE, MISSOURI, AS FOLLOWS:

SECTION 1: Parkville Municipal Code Section 140.350 is hereby amended to read as follows:

B. Reserved use of the East Shelter, West Shelter, River Shelter, or Green Spaces 1-4 in English Landing Park may be reserved for an activity by groups, as follows:

1. No more than four (4) reservations will be made per shelter or green space per day. Periods of reservation will be 7:30 A.M. to 10:30 A.M., 11:00 A.M. to 2:00 P.M., 2:30 P.M. to 5:30 P.M., and 6:00 P.M. to 9:00 P.M.

2. Shelter or green space use shall be limited to groups of not more than seventy-five (75) people each, and groups of more than seventy-five (75) people will need reservations for more than one (1) facility.

3. A person wishing to reserve one (1) or more of the facilities named above shall complete the appropriate activity permit and pay the appropriate fee pursuant to Section 140.350(A).

SECTION 2: This ordinance shall be effective immediately upon its passage and approval.

PASSED and APPROVED this ____ day of _____ 2018.

Mayor Nanette K. Johnston

ATTESTED:

City Clerk Melissa McChesney

The annual **Trek with Santa** at the Sanctuary was held on Saturday, December 2. Noel Doer reprised his role as leading man for the third year running. Last year we hosted approximately 45 guests, and our optimism had us plan for 60 this time around. Should have paid more attention to the weather forecast. A beautiful Saturday afternoon swamped us with children of all ages. I counted over 100 people ten minutes into the event; by the time we went up to the Cabin for s'mores, hot chocolate, and tree decorating, we had over 150 and may have topped out near 200. Good times.

The **Friends of Parkville Nature Sanctuary** (FOPNS) had a number of projects moving forward in December. The fund raising letter sent in November was eliciting donations for the Signage project. More than \$2000 has been received to date. The group is also applying for a grant from Platte County, and I attended an informational meeting for this on the 13th. The proposal to name the trail network at the Sanctuary "The Jim Reed Trail System" was presented to the CLARB Board at their December meeting. It passed unanimously and will be heard next by the Board of Aldermen at their January 2, 2018 meeting. Finally, The FOPNS announced a monthly photo contest for amateur photographers who submit images taken at the Sanctuary. Winners will have their photo displayed at City Hall and at the Parkville Coffeehouse for the month following their entry.

The Bob Fluchel Memorial Garden came one step closer to completion this month with the addition of a bench, donated by Mr. and Mrs. Cummings. Many thanks to Tom Barnard and his crew for taking the lead on ordering, assembling, pouring the concrete pad, and setting in place. It looks great. The next project for the garden is to install memorial bricks around the perimeter, another FOPNS fund raising project. The bricks have been delivered and will be installed when January weather permits. The final puzzle piece to the garden is a sign that is part of the project described above.

The **PNS rock trails** received a once over from Alan Shank's Streets Crew. They completed an involved repair over a culvert that had washed out, and graded multiple areas of the trails and roads. Additional rock was stored on site for future work. Thank you, this help is much appreciated.

Kids play area materials (logs, stumps, swing & supports, etc.) have been collected and stored in anticipation of assembly this spring. Elements for climbing, balancing, and construction are being added to the Bluebird and Butterfly Trails for the outdoor play experience of our young hikers.

I received a call from an Instructor at **UMKC** who would like to bring her Ecology class to the Sanctuary to conduct three labs this semester. They will conduct studies of soil invertebrates, aquatic invertebrates, and tree species richness. We will meet in January to discuss details.

I also received a request from **Tinkergarten** to hold courses Jan-March. They have already held free, one day sessions at the Sanctuary, and now look to hold an 8-week course in January. Because this course charges parents a fee, a Special Event Permit will need to be completed and a fee paid to the City for site use. Discussions are on-going.

Looking ahead

FOPNS Meeting Jan. 22, 2018 at 4:00 – 5:00 pm in the Public Works Conference Room at City Hall

PNS Volunteers Meeting Jan. 23, 2018 at 7:00 – 8:00 pm in the Public Works Conference Room at City Hall



CITY OF PARKVILLE Memorandum

Date: Thursday, January 4, 2018

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: December 2017 Parks Activity Report

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

- Wind Damage – There was wind damage in the parks this month that affected the trees. The limbs were piled and hauled to the burn pit in Platte Landing Park.
- Burn Pit – Staff excavated the area around the new burn pit.
- Winter Storage – The equipment was hauled to the storage facility for winter storage.
- Tree Watering – The water truck was reconnected to water the recently planted trees in the park. Staff performed the final watering of the trees for the season.
- Volleyball Courts – The volleyball nets were removed and stored for winter.
- Rush Creek Maintenance – The underbrush and trees were removed from the banks of Rush Creek.
- Robert Fluchel Memorial Bench – The concrete pad site for the memorial bench was formed and poured. The bench was installed. Dirt was added around the bench.
- Main Street Split – Dirt was added and the area graded following the removal of the overgrown bushes.
- Snow Operations – Staff assisted with snow operations on December 23rd and December 26th. Following the snow operations, staff performed maintenance to and cleaned the trucks.
- Outreach Grant – Staff continues to prepare the Platte County Outreach Grant applications, which are due by Friday, January 12th.
- Tree City USA – Staff completed the certification paperwork for the annual Tree City USA program.

PUBLIC WORKS DEPARTMENT
PROJECT UPDATE
DECEMBER 2017

Friends Field – The City received a grant from the Friends of Parkville Parks (FOPP) for the construction of a new practice field in Platte Landing Park. The area was identified and the City hired a design firm to prepare the plans and specifications. Due to the construction cost, this project was deferred. The current plan is to postpone this project until after the PLP Wetlands Project is completed.

FOPP Shelter – The City received a grant from the Friends of Parkville Parks (FOPP) for the construction of a shelter building along the riverfront. The location of the shelter will be along the riverfront on the east side of the PLP parking area. The Board of Aldermen approved a construction agreement with Fry & Associates for the fabrication of a 20' x 40' rectangular shelter building. Staff is currently soliciting bids from contractors for the installation of the concrete pad for the shelter building. It is anticipated that the building will be installed in early Spring.

Parks Storage Building – A storage facility is necessary for the Parks maintenance operations. The location of the building will be south of the current Parks Headquarters. The Board of Aldermen approved a construction agreement with Wick Buildings for the construction of a 36' x 64' storage building. The building was approved by the Board of Zoning Appeals for a floodplain variance with the condition that additional buoyancy calculations be submitted prior to construction. Staff is currently working with the contractor to perform these calculations. Once the design of the building pad is finalized, the construction can begin. It is anticipated that the building will be constructed in early Spring.

ELP Low Water Crossing – The City applied for and received funding from FEMA for their Hazard Mitigation Grant Program in October. The Request for Qualifications was released for engineering design services for the low water crossing, with a deadline of January 18th. The selection committee will review the proposals and make a recommendation to the Board of Aldermen in late February. The design will take place this Spring. The construction phase is anticipated to start after Turkey Trot 2018 and be completed prior to Brewfest in April 2019.

ELP Restroom Improvements – The second phase of the restroom renovation continues with the exterior improvements. The design was completed and the bids were higher than anticipated. Staff is currently soliciting quotes from contractors for the individual trades (roofing, masonry, and heating). The original plan was to raise the roof elevation. After reviewing the cost for the wall reinforcement, staff decided to change the scope of the project to just replace the roofing to metal standing seam roof material. This will allow more budget for other improvements.

PLP Wetlands – The City signed the Project Partnership Agreement with the US Army Corps of Engineers. Affinis Corp was selected as the design engineer for the project, with assistance from Vireo. The design team completed the survey and utility investigation. They are currently working on the 65% design submittal, which will be submitted to the City / Corps for review in mid-January.

PLP Land Transfer – The City and County legal counsel reviewed the land transfer agreement. The title company will review the transfer documents and schedule the closing date for the week of January 8th.

Missouri Riverfront Trail Connection – Staff is waiting on the approval of the easement in the BNSF railroad right-of-way. Once the easement is granted, the maintenance agreement will be presented to CLARB and the Board of Aldermen for approval.

To: Parkville Board of Aldermen

2017's End of the Year Report for the Parkville Farmers' Market

2017 has been a great year for the Parkville Farmers' Market here are a few highlights of our season;

- We were named 2017 Best Market in the Northland, what an honor.
- We had 16 full time market vendors and 5 weekly vendors. The vendors' items included seasonal produce, flowers, herbs, jams, soaps, woodworking, baked goods, honey, dog treats, aprons and scarves, as well as eggs, pork and beef.
- End of the year vendors' survey result data shows that most vendors experienced sales that were similar to or had a slight increase from the 2016 market season. 'Our 'SNAP' program also showed some success in this increase. During the 2017 season, we implemented a new program called 'Kid Bucks' which was used as a Wednesday market incentive. 85 kid bucks (worth a \$1 each) were handed out and 75 were turned back in by the end of the season, resulting in an 88% participation rating.
- During the 2017 market season, we also implemented several different special events for adults and children alike;
 - For the adults, we constructed a monthly market bag of goodies. The apron vendor made lovely cloth bags and each vendor then contributed with at least one item from their table to these bags. When a customer bought an item from a vendor they received a ticket to be placed in the drawing. At the end of the day a customer's ticket would be chosen and then contacted to pick-up their prize.
 - We also had a Missouri Extension Sampling Day, where a chef from the extension made tasting samples from vendors' items.
 - Shatto Milk also made a visit where market visitors could sample their ice cream products (devouring 4 buckets of Shatto ice cream).
 - We also had great success/responses from our Market scavenger hunt. Each participant received a game board and were encouraged to go to every vendor and receive a stamp on their scavenger hunt. Once the game boards were completed they were turned back in to receive a small goodie bag.
 - Another activity included the giant pumpkin/sunflower growing contest. Those wanting to participate picked up their seeds and instructions in early June and then returned their crop in October for measurements/weighing. We had several return with crop, but our first place winner, brought in a pumpkin which weighed 64 lbs and had to be pulled in with a small wagon by its 4 year old owner.

We will start the 2018 season off by partnering with the Platte Land Trust as they conduct their annual Plant give away event.

It has been a busy season and we look forward to many more. The vendors of the Parkville farmers' market would like you to know how much we appreciate our relationship with the city of Parkville. We appreciate the fact that you care about what we are attempting to accomplish in providing quality locally grown produce/products to the community. We also appreciate all of the help Main Street Parkville has provided in working with us on relocating to make 4th of July and Parkville Days successful for all involved. We also want to show our appreciation for our local Parkville Police Department. They have been an essential part of our success throughout the season by attending events and allowing market visitors to visit with them and see their vehicles as well as helping our relocation on 2 occasions be successful. We would also like to send out a special thanks to Jim McCall for working so hard to get us a new sign put up on the west end of the market structure. In closing, we look forward to the upcoming 2018 market season and our continued relationship with all aspects of the city of Parkville.

Submitted by Joyce McFarland, Market Secretary (jmcf40@aol.com or 816-699-9638)