



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