



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#17-133)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, March 8, 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 Tim Blakeslee. Members present were: Phil Wassmer, Bill Gresham, Neil Davidson, Bob Stuteville, Laura Ozenberger, Linda Arnold, Susan Robb, Michelle Flamm, Adam Zink, and Liaison Marc Sportsman. Tim Blakeslee (Assistant to the City Administrator), and Bonnie Buckmaster (Public Works Assistant) were present for the City. A quorum was present.

2. CONSENT AGENDA

A. Approve the minutes for the February 8, 2017, regular meeting

NEIL DAVIDSON MOVED TO APPROVE THE MINUTES FROM THE FEBRUARY 8, 2017 REGULAR MEETING AS CORRECTED; MICHELLE FLAMM SECONDED; MOTION PASSED 9-0.

3. ACTION AGENDA

A. Revisions to the Residential Complaint Process for Dead Trees.

Staff recommends Section 150.150 be revised to the following:

The City shall have the right to cause the removal of any dead or diseased trees on private property within the City when such trees constitute a hazard to life and property or harbor insects or disease which constitute a potential threat to other trees within the City. The Community Land and Recreation Board authorizes that the Community Development Code Enforcement Officer (or the employee/s fulfilling code enforcement duties) shall inspect the tree/s with a certified arborist. Upon written statement from the certified arborist that any dead or diseased trees on private property within the City constitute a hazard to life and property or harbor insects or disease which constitute a potential threat to other trees within the City, the Community Development Code Enforcement Officer (or the employee/s fulfilling code enforcement duties) will notify in writing the owners of such trees. Removal shall be done by said owners at their own expense within sixty (60) days after the date of service of notice. In the event of failure of owners to comply with such provisions, the City shall have the authority to remove such trees and charge the cost of removal on the owner's property tax notice.

There was no discussion.

LAURA OZENBERGER MOVED TO RECOMMEND TO THE BOARD OF ALDERMEN APPROVE REVISIONS TO SECTION 150.150 OF THE PARKVILLE MUNICIPAL CODE REGARDING DEAD TREE REMOVAL; BILL GRESHAM SECONDED; MOTION PASSED 9-0.

B. Approve 5K/10K Park Amenity Map Signage Location

Tim Blakeslee, Assistant to the City Administrator, presented three proposed locations as the preferred sites for the second park amenities map.

Discussions included the benefit of the baseball field placement A but also the more diverse location by the dog park, location C, and would like to see one at both locations. Chairman Adam Zink likes location A, thinking that is where most people start in the park. Michelle Flamm likes the location A by the entrance. A vote was taken and the decision was location A.

Blakeslee also stated that the maps are upgradable for future trail additions.

Chairman Zink added that last month there was a short discussion of the potential to have additional signage put on the mile markers. Blakeslee said that he is working with Captain Jordan on the coordinates, especially in Platte Landing Park. Blakeslee also stated that Park Superintendent Tom Barnard has placed an additional trash can and dog waste bag dispenser in PLP.

MICHELE FLAMM MOVED TO SELECT PREFERRED SITE A FOR THE PARK AMENITY MAP; NEIL DAVIDSON SECONDED; MOTION PASSED 9-0.

4. NON-ACTION AGENDA

A. Discuss Microbrew Fest Damage Deposit Options

Blakeslee provided a background on the Parkville Microbrew Fest event, which in the past, the deposit for the event has been \$1,000. In 2016 there was heavy rainfall before the event. Following the event, there was significant turf damage. The cost of the repair was \$1,198 which Main Street Parkville Association submitted payment for the additional cost. MSPA would like to have options to fund solutions which are listed in the CLARB packet numbered 1-6 to solve disagreements for the damage deposit.

Discussions included MSPA wanting to know the amount owed before the event which CLARB said that the deposit covers the damage and if there is money left over, that amount is refunded. Blakeslee referred to No. 1 Separate Turf Agreement (in the CLARB packet) in which they would pay a set amount one year and then the next year the amount would be adjusted according to the damage from the previous year. CLARB asked how many days before the event it is deposited. Blakeslee stated Brewfest deposits sixty days before the event.

Discussion of the preferred direction included being more transparent with MSPA in getting three (3) quotes and possibly having the City select a group of approved contractors that MSPA could choose from to get their own quotes. Blakeslee stated that City has worked on becoming more transparent with the costs and taking before and after pictures. Bob Stuteville asked if it would be fairly economical for Tom's guys in the Parks Department to bid on the repairs and add the amount into their budget. Blakeslee said that could be something to look at this year as one of the updates was purchasing a commercial seeder.

The general direction from CLARB was to keep the deposit as it is which they feel is very fair, and being more transparent with MSPA and to work with them on getting bids and quotes. Asking MSPA to get bids within five days of the event which CLARB feels that could be lined up before the event.

AS THIS IS A NON-ACTION ITEM NO MOTION IS NECESSARY.

5. STAFF UPDATES ON ACTIVITIES

A. Administration

1. Park University Park Donation Program Project Discussion

Included in the CLARB packet is a report from the Park University Donation Program. The city is working with a group of Park University students to develop a donation program for the park. The master plan has been completed and is looking to have more big ticket items and wanting to have a more formal policy on donations. City staff asked the students to do an initial research as part of their project. The students gave their feedback and as part of their class, the students wanted this to go before the Board for review. Any suggestions or comments that CLARB would like to go into a donation program send an email to Blakeslee.

CLARB stated that there is a lot of good detail and research in the document.

2. 1135 Wetland Project Update

The Board of Aldermen and the Corps of Engineers meeting is available online for more information Blakeslee will provide a link in his email. Full design completed in 2017 with construction to begin in 2018.

3. Friends Field Update – Sent out for bid this week

4. 2017 Event List – Blakeslee will provide the list at the next CLARB meeting

5. Smoking Ordinance Update – Passed by the Board of Aldermen 3/7/17 and will be installing the signs soon.

B. Public Works

1. February Parks Report is in the Packet

2. Seeder/Mower Update – Mower is out to bid. Seeder was just approved for purchase.

3. Tree City USA/Arbor Day Event – Changed from the packet to April 28, 2017, at 1 p.m. at the dog park. **(PLEASE NOTE THIS HAS SUBSEQUENTLY BEEN UPDATED TO 2:30 P.M.)**

6. MISCELLANEOUS ITEMS FROM THE BOARD

A. Neil Davidson had an update from the Outreach Grant stating that the small dog park trail was not approved and believes that the storage building was not approved. There has not been an official statement on the Grant. An update will be sent out.

B. ELP Restroom grand re-opening is scheduled for March 30, 2017, at 2:30 p.m.

C. Neil will also send the county program guideline.

D. Bill Gresham has a concern regarding the stop signs located on the trail where the trail intersects the park road near the south main street bridge and at the end of the parking area where the trail crosses. Sidewalk etiquette is that the pedestrian has the right of way. If there is going to be a stop sign where the trail intersects the road then there should be a sign or a crosswalk. Blakeslee will talk to Public Works staff to see if there could be a crosswalk or a sign installed. Zink also commented that the crosswalk in front of Stone Canyon is not visible. Blakeslee said that there is a priority list for street striping which will be in the works soon.

E. Ozenberger brought to staff's attention that there are drones being used in the park and asked if there is a way of making it an activity in the park or to have a specific area for drones. Blakeslee will do research on drones and what other communities do for drones

and can talk about this at next month's meeting. Blakeslee doesn't know of any city code that prohibits or limits drones but will research it.

AFTER MEETING UPDATES

1. Attached are the 1135 Wetland Informational Follow Up memos from the Corps of Engineers.
2. Link to the City/County/Corps Wetland Work-session: <https://vimeo.com/205143996>
3. We had a community member watch our live stream last night who is interested in Drones and heard the discussion at the meeting. He plans to provide me more detailed information regarding rules in other communities.
4. I'm working with Captain Jordan regarding some location information on the 5K/10K markers. We will bring this forward as a CLARB item at a future meeting.
5. I'm going to meet with the Public Works staff regarding the crosswalk issue in the PLP next week

7. ADJOURN

**MICHELLE FLAMM MOVED TO ADJOURN AT 6:41 P.M. NEIL DAVIDSON
SECONDED; MOTION PASSED 9-0**

The minutes for March 8, 2017, having been read and considered by the Community Land and Recreation Board, were approved on this the 12TH day of April, 2017.



Bonnie Buckmaster
Public Works Assistant



Approval date