



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#18-2)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, March 14, 2018 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:

Adam Zink
Steve Sturgess
Neil Davidson
Bob Stuteville
Michelle Flamm

Liaison, Marc Sportsman

Absent with prior notice were:

Laura Ozenberger
Linda Arnold
Bill Gresham
Susan Robb

Anna Mitchell (Assistant to the City Administrator), Shakedra Knight (Management Analyst), and Bonnie Buckmaster (Public Works Assistant) were present for the City. A quorum was present.

2. CONSENT AGENDA

A. Approve the minutes for the January, 10, 2018 regular meeting.

NEIL DAVIDSON MOVED TO APPROVE THE MINUTES FROM THE JANUARY 10, 2018 REGULAR MEETING. MICHELLE FLAMM SECONDED; MOTION PASSED 5-0.

3. ACTION AGENDA

A. Approval of the addition of the Friends of Parkville Parks Riverview Shelter to the Parkville Events Guidelines for reservation purposes.

Anna Mitchell, Assistant to the City Administrator, recommended that the Community Land and Recreation Board include the Riverview Shelter with the Green Spaces to the ordinance for the City of Parkville Event Rules and Conditions.

MICHELLE FLAMM MOVED TO RECOMMEND TO THE BOARD OF ALDERMEN TO APPROVE THE ORDINANCE TO INCORPORATE GREEN SPACES AND RIVERVIEW SHELTER AS ATTACHED IN THE CITY OF PARKVILLE EVENT RULES AND CONDITIONS, NEIL DAVIDSON SECONDED; MOTION PASSED 5-0.

B. Approval of the Revised Parks Donation Program

Shakedra Knight, Management Analyst, presented the Parks Donations Policy included in the CLARB packet as Attachment 1.

Discussions included putting fliers at local businesses and the parks sign board, along with adding a wish list with the total cost of each item to the City's website. CLARB also suggested to add language for specific criteria and have preapproved areas for these items, especially benches. Mitchell stated she would meet with Tom Barnard, Parks Superintendent and Alysen Abel, Public Works Director, to discuss plotted locations in Platte Landing Park, specifically the dog parks.

MICHELLE FLAMM MOVED TO RECOMMEND THAT THE BOARD OF ALDERMEN ADOPT THE PARKS DONATION POLICY, NEIL DAVIDSON SECONDED; MOTION PASSED 5-0.

C. Approval of the Riverfront Trail: Construction, Maintenance, & Use Agreement

Mitchell presented a background of the Riverfront Trail and explained that there is a portion of the existing trail located within the railroad right-of-way. In order to move forward with trail construction, an easement must be obtained. The easement permit will be obtained by Platte County in the near future. Staff is asking for approval of the Agreement in anticipation of the permit being approved. Mitchell also stated that Platte County has pushed the item to a future Commissioners meeting in order to review the Agreement more thoroughly. Mitchell also said that section 11 and 16.2 of the Agreement states that City Staff has the ability to be onsite to oversee Phase 2 construction. Phase 1 has been completed.

Discussion of the type of material for the fencing that Riverside will be using. Mitchell said she would touch base with Noel Challis of Riverside, but stated that it is Riverside's decision. CLARB expressed concern for the traffic crossing the trail into Balls and the River Club and suggested appropriate signage for vehicle and pedestrian traffic. Mitchell will follow up with Challis to verify the consistency of the trail.

NEIL DAVIDSON MOVED TO RECOMMEND TO THE BOARD OF ALDERMEN TO APPROVE THE CONSTRUCTION, MAINTENANCE, AND USE AGREEMENT IN CONCEPT WITH THE CITY OF RIVERSIDE AND PLATTE COUNTY, MICHELLE FLAMM SECONDED; MOTION PASSED 5-0.

4. NON-ACTION AGENDA

5. STAFF UPDATES ON ACTIVITIES

- A. Missouri American Water Well upgrades – Maintenance procedures every 5-10 years
- B. January and February Nature Sanctuary Report – Included in the CLARB packet.
- C. January and February Parks Report – Included in the CLARB packet.
- D. Public Works Project Update – Low Water Crossing engineer will be awarded next week. The timeline has not changed. Wetland Project also included in the PW Update

6. MISCELLANEOUS ITEMS FROM THE BOARD

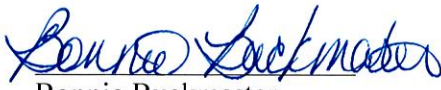
- A. Neil – Parkville Rotary Meeting Friday March 23rd at 12:00, RSVP to Neil Davidson.

- B. March 26th Riverside is having an open house on Parks Proposal at 5:30 p.m.
- C. Recommends that the City join the Missouri Parks and Recreation Association and the National Recreation and Parks Association. Mitchell will look into these.
- D. Annual CLARB Meeting in the Park, schedule in May, possibly at the new Riverview Shelter.
- E. Friends field – No new progress – Postponed until after Wetlands Project is completed.

7. **ADJOURN**

**MICHELL FLAMM MOVED TO ADJOURN AT 6:52 P.M. NEIL
DAVIDSON SECONDED; MOTION PASSED 5-0.**

The minutes for March 14, 2018, having been read and considered by the Community Land and Recreation Board, were approved on this the 11th day of April, 2018.



Bonnie Buckmaster
Public Works Assistant

4/11/18
Approval date