



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

9/14/17
Approval date