



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#18-7)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, August 15, 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 Assistant to the City Administrator, Anna Mitchell.

Members present were:

Adam Zink
Bill Gresham
Neil Davidson
Laura Ozenberger
Linda Arnold
Michelle Flamm
Steven Sturgess – Arrived at 6:05 p.m.
Susan Robb

Absent with prior notice:

Bob Stuteville

Liaison, Alderman Marc Sportsman

A quorum of the Board was present.

Anna Mitchell, Assistant to the City Administrator, Mayor Nan Johnston, and Bonnie Buckmaster, Public Works Assistant were present on behalf of the City.

2. CONSENT AGENDA

A. Approve the minutes for the July 11, 2018, Regular Meeting.

LAURA OZENBERGER MOVED TO APPROVE THE MINUTES FROM THE JULY 11, 2018, REGULAR MEETING. BILL GRESHAM SECONDED; MOTION PASSED 7-0.

3. ACTION AGENDA

A. Approval of the Maintenance and Use Agreement with Engaged Holdings

Anna Mitchell, Assistant to the City Administrator, presented a Maintenance and Use Agreement for approval between the City and Engaged Holdings to have first rights of use of the baseball fields located in English Landing Park while improving the fields. Engaged has committed to complete two or more of the large maintenance items listed within the Agreement, included in the CLARB packet. The Agreement states that Engaged would have the reservation of two fields for three nights of the week, allowing availability for other teams to continue to use the fields. There is no monetary budget impact.

Scott Lehr and Ben Baker of Engaged gave a presentation prioritizing the planned maintenance and improvements of the ballfields that would be completed during the term of the Agreement. This information is included in the CLARB packet. Baker pointed out safety issues, maintenance, and protective measures that would be recommended in their improvement plan.

Discussions included the timeline of improvements, which included the edging, new dirt, and pitching mounds to be upgraded and completed for the fall usage. Lehr expressed that these items could be completed right away and would be ready for the fall season with the approval of the Agreement. There were also questions regarding the other teams that use the fields and wanting them to be able to request usage. Mitchell explained that she will send out a mass email to all coaches to send their usage requests and will continue to make sure that other teams will be able to use the fields as well.

Engaged expressed great interest in working with Parkville in the future and is very supportive of the future Parks Master Plan.

There was concern for the future plan for Ballfield 1, soon to be the site of the Veterans Memorial, and the Parks Master Plan moving the ballfields to a different location. Mitchell stated that the construction timeline for the Veterans Memorial would be 9-10 months out, which the ballfield would be available for use until the start of construction. Mitchell further said that Engaged has expressed interest in partnering with the City to implement the Parks Master Plan, which Lehr confirmed their long term interest and support.

Mayor Nan Johnston approached the Board to thank them for their thoughtful and careful consideration of the projects and appreciated everything that the Board has done for the residents. Mayor Johnston then endorsed the characters of Chad Earwood, Scott Lehr, and Engaged Holdings, expressing appreciation of their character, community involvement, and commitment to this project and to Parkville. Mayor Johnston is in support of the project.

Mitchell clarified that the Agreement stated that two major alterations will be completed per term year. Lehr also stated that it doesn't mean they will only pick two items per term, and that it would be likely that more would be completed. There were concerns of the uncertainty of the list of improvements in the Agreement which Lehr expressed no concern. Mitchell also stated that staff will meet with Engaged before and after the projects are complete to ensure the expectations of the City have been met.

There was also a concern of extending the backstop board base which could become a small dam if there was flowing water. Presently the backstop is full length screen. Lehr took note of this.

Mitchell assured CLARB that staff and Engaged would work together on construction times to have little interference with the other teams' usage of the fields and would also notify those teams of construction times.

CLARB requested that the Agreement be modified that two alterations be completed before the Spring season; and to clearly specify the priority of the alterations. Further, CLARB requested to have completion dates of the alterations built into the Agreement.

Mitchell said that she will notify the spring teams in December of the impending improvements. Chair Zink asked Mitchell to also reach out to the other teams to see if there would be any interest in helping out or volunteering for any of the projects to improve the fields.

There was also discussion of signage to be displayed during the term of the Agreement which Lehr would comply with City code and would appreciate the acknowledgement of their work.

ADAM ZINK MOVED TO RECOMMEND APPROVAL OF THE MAINTENANCE AND USE AGREEMENT BASED ON THE CHANGES AS DISCUSSED AT THE MEETING WITH ENGAGED HOLDINGS TO THE BOARD OF ALDERMEN, LAURA OZENBERGER SECONDED; MOTION PASSED 8-0.

4. NON-ACTION AGENDA

5. STAFF UPDATES ON ACTIVITIES

- A. July Nature Sanctuary Report – Included in the CLARB packet.
- B. June and July Parks Report – Included in the CLARB packet.
- C. Public Works Project Update – Included in the CLARB packet.
- D. Small dog park trail, outreach grant– Completed
- E. Playground equipment – To be ordered
- F. English Landing Park Restroom – The valves on the toilets have been replaced to handle more usage. The restroom will be open for Parkville days as a trial run, which Main Street Parkville will be monitoring in case there is a problem and will close it if needed. Michelle Flamm stated that she overheard park goers complimenting the updated restroom.
- G. Grigsby Field - Sewer leaks taken care of.
- H. Low Water Crossing – engineering almost complete hope to move forward soon – will update next month.
- I. Veterans Memorial – Eight Engineering proposals received today, meeting next Thursday with selection committee.
- J. Parkville days this week – Farmers Market will be moved to City Hall Saturday during Parkville Days.
- K. Friends of Parkville Parks Ordinance passed –Naming party to be determined.
- L. Railroad and Trail– No update.
- M. Wetlands – Staff has been in contact with nonprofits.

6. MISCELLANEOUS ITEMS FROM THE BOARD

- A. Concern with the 4th of July carnival dumping grey water and suggested there be a conversation before next year events regarding dumping grey water, parking and arriving so early.
- B. Questions if there is a City ordinance regarding campers or the requirement of having a holding tank. Mitchell will check if there is an ordinance and if it needs to be renewed.
- C. There was a suggestion to take another look at the event and that CLARB may not be who needs to look into this, that is may be the Planning and Zoning issue. CLARB asked to check if there are limits to the number of days that carnivals can come in; and to make sure the fee is appropriate.
- D. Bill Gresham stated that the Monarch Butterflies are declining in population and suggested that volunteers could plant milkweed. Some organizations will provide the plant and seed material either free or reduced fees and that Platte Landing Park would be a good location for this. Mitchell said she would give Park Superintendent, Tom Barnard, this information. Mitchell also stated that the Eagle Scouts planted milkweed plants in the Nature Sanctuary and the Bob Fluchel memorial garden and the butterfly garden on Highway 45.
- E. Mitchell also informed CLARB that they would be involved in the 2019 budget discussion and asked them to submit funding needs to Public Works Director, Alysen Abel, by August 31, 2018.

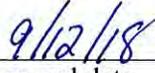
7. ADJOURN

**LAURA OZENBERGER MOVED TO ADJOURN AT 7:13 P.M.
NEIL DAVIDSON SECONDED; MOTION PASSED 8-0.**

The minutes for July 11, 2018, having been read and considered by the Community Land and Recreation Board, were approved on this the 15th day of August 2018.



Bonnie Buckmaster
Public Works Assistant



Approval date