



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#18-8)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, September 12, 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
Steven Sturgess
Bob Stuteville
Liaison, Alderman Marc Sportsman

Absent with prior notice:

Susan Robb
Michelle Flamm

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. CONSENT AGENDA

A. Approve the minutes for the August 15, 2018, Regular Meeting.

LAURA OZENBERGER MOVED TO APPROVE THE MINUTES FROM THE AUGUST 15, 2018, REGULAR MEETING. NEIL DAVIDSON SECONDED; MOTION PASSED 7-0.

3. ACTION AGENDA

A. Approval of the Maintenance and Use Agreement with Park Girls Lacrosse to Use and Maintain Vikings Field

Anna Mitchell, Assistant to the City Administrator, provided a background of Park Girls Lacrosse (PGL) seeking to partner with the City. City staff and PGL have changed the location of the field from Platte Landing Park to the Vikings Field site as an alternative. Mitchell presented a Maintenance and Use Agreement for approval between the City and Park Girls Lacrosse for use and maintenance of Vikings Field to include one major alteration per term year of the Agreement, which is a one year term with the availability to renew up to two additional terms. The requirement of at least one major alteration per term year includes at least one of the following: purchase player benches for the field, possible purchase of a storage unit, purchase of spectator bleachers, improve/add gravel to parking lot area and major field repairs to eliminate any safety hazard for players including plugging, over-seeding, etc. There will be access to electricity and water that will be metered.

Kelly Franklin, PGL, gave a background and update to their proposal. Franklin stated that so far their fundraising had raised \$10,000 and PGL will continue fundraising efforts. The field initially will be used as a practice field with 2 teams using the field at once. The field will be multi use with PGL having rights to the field from the end of February through May, and several dates in Jun/July and

September/October. Other teams will also be able to use the field including football and soccer during this timeframe.

Discussions included a matching grant with Platte County which City staff could be of help with the request. There was also a suggestion that the name be changed in the future. Franklin also said that they will most likely contract out for the field maintenance.

LAURA OZENBERGER MOVED TO RECOMMEND THE APPROVAL OF THE MAINTENANCE AND USE AGREEMENT WITH PARK GIRLS LACROSSE FOR VIKINGS FIELD TO THE BOARD OF ALDERMEN, STEVEN STURGESS SECONDED; MOTION PASSED 7-0.

B. Approval of the Veterans Memorial Engineer Selection

Mitchell gave a background of the Veterans Memorial and presented a Professional Services Agreement for the engineering design with SFS Architecture, who was selected from the Request for Qualifications selection committee that was comprised of City Staff and the Veterans Committee members. Mitchell also explained the selection criteria and process of selecting the engineer.

The design fees associated with the professional services agreement will be paid for using the Veterans Memorial Donation Fund, of which will be funded by the Veterans Committee fundraising efforts.

Mitchell explained that the Veterans Memorial fund will be held by the City and then the City will then pay for the cost. The donations will secure the funds and construction will not begin until the funds are there. City secured a Memorandum of Understanding with the Veterans Alliance that outlines how the funds will be spent.

Chair Adam Zink asked to stipulate in the agreement that the money go into an escrow to assure funding. Mitchell said she would meet with legal counsel to add into the contract that the money must be in the donation fund before the checks are to be issued.

There was concern of having an environmental evaluation, which Mitchell stated that will be included in the geotechnical evaluation through the City's on-call engineers.

NEIL DAVIDSON MOVED TO RECOMMEND THAT THE BOARD OF ALDERMEN APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH SFS ARCHITECTURE FOR THE ENGINEERING DESIGN OF THE VETERANS MEMORIAL, BILL GRESHAM SECONDED; MOTION PASSED 7-0.

4. NON-ACTION AGENDA

5. STAFF UPDATES ON ACTIVITIES

- A. August Nature Sanctuary Report – Included in the CLARB packet. – Joe Ryan is partnering with Park Hill School District to have an intern.
- B. August Parks Report – Included in the CLARB packet.
- C. Public Works Project Update – Included in the CLARB packet.
- D. Missouri River Trail – Moving forward.
- E. ELP Park playground equipment – Purchased and will be installed this fall

- F. Ground breaking for Veterans Memorial will be held at 11:30 a.m., Saturday, September 15th at ballfield one – live streamed on Facebook
- G. Strategic session with BOA for a possible parks sales tax on the April ballot. If this is approved, staff would like to prioritize what is in the parks master plan. Mitchell will formulate a list and send out for CLARB members to prioritize. Chair Zink asked that the underfunded projects that are not in the City's budget be listed first and then prioritize the rest. CLARB will have a Work Session before next month's CLARB meeting at 6:00 p.m. with the regular meeting to follow.

6. MISCELLANEOUS ITEMS FROM THE BOARD

- A. Update for the Low Water Crossing – Mitchell stated that the engineering is 95% complete and that the bid documents will be released for the construction early October.
- B. Park University Volleyball Update – The equipment has been purchased and will be installed soon.
- C. Baseball Field - Engaged will be submitting insurance and will be starting soon
- D. CLARB is concerned with the weed spraying along the river bank and what the environmental impact is with this.
- E. Bill Gresham stated that the volunteers will be moving forward with butterfly garden planting in Platte Landing Park along Brush Creek.
- F. CLARB has concerns with the City agreements, and requested there be clearer expectations added into the contracts that would ensure the quality of equipment to be up to specific standards.

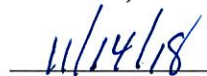
7. ADJOURN

**LINDA ARNOLD MOVED TO ADJOURN AT 6:45 P.M. NEIL
DAVIDSON SECONDED; MOTION PASSED 7-0.**

The minutes for September 12, 2018, having been read and considered by the Community Land and Recreation Board, were approved on this the 14th day of November, 2018.



Bonnie Buckmaster
Public Works Assistant


Approval date