

Community Land and Recreation Board Meeting

January 11, 2012

**MINUTES**

Meeting 077

MEETING CALLED TO ORDER AT 7:04 P.M. ROLL CALL: Members present were, Adam Miller, Dave Kreher, Bill Noble, Laura Ozenberger, Katy Roesner, Tina Welch, and Diane Driver / Liaison. Cory Miller, Kim Verhoeven, and Michelle Flamm excused absences. Kirk Rome and Tom Barnard were present from the City.

**Approval of Minutes.** Laura Ozenberger motioned to approve the Minutes from meeting 076 with approved changes. Bill Noble seconded the motion. Motion passed 8-0.

**Action Item 1. CLARB 12-77-01** Adam Eimer and Allan Moore with the Main Street Parkville Association proposed doing the annual Brew Fest event on Ballfield #1. Vendor location was a concern, so details on their location would have to be sorted out before the event. A secondary location was also proposed incase of inclement weather, that location would then be in the Farmer's Market area. The event fee would be \$300, with a liability insurance policy of \$2 million. Katy Roesner moved to approve the event and date as stated. The motion was seconded by Bill Noble. Motion passed 6-0.

**Action Item 2. CLARB 12-77-02** Jim Kunce, Assistant Director with Platte County Parks gave an update with the plans for expansion at Platte Landing Park in Parkville. He explained the Master Planning Format, timetable of events and meetings that need to be accomplished to begin construction by mid-summer. Mr. Kunce also discussed how Phase I. Construction projects could be reprioritized depending on what funding may be available at the time of ground breaking.

**Action Item 3. CLARB 12-77-03** Building Update- Kirk Rome stated that Steve Cantrell had submitted a proposal for roughly \$5500 to prepare concept plans, final construction plans and specification for façade improvements to the existing Park's building. That proposal will be taken to the Board of Alderman meeting for approval. He also stated that a workshop with the Board of Alderman would be taking place on February 7<sup>th</sup>. Discussion topics would be parks building façade, in addition to stage and gazebo replacements. Kirk also mentioned that replacement cost for the gazebo and stage could be valued at \$35,000. Tom Barnard said he would e-mail everyone when the time could be confirmed for the workshop. Also Mr. Rome stated that a plan for additional workers is being made available through a government program for displaced laborers because of last year's flood.

**Discussion and Information**

**Parks Building** – Architect Steve Cantrell discussed possibilities for designs and listened to Board Members ideas for possible concepts in regards to the Parks Building.

1. TREE CITY USA- Tom Barnard stated that an application has been sent to the Missouri Department of Conservation for the City of Parkville to be recertified as a Tree City USA for the 22<sup>nd</sup> year. Tom also mentioned his crew went to KAT Nurseries and retrieved 18 trees that were slightly defective for public sale. The trees were donated from the nursery in Kansas and will be planted in the park this spring.

2. TREE COMMITTEE- No report at this time.

**Adjourn** – Tina Welch motioned to adjourn at 9:07 p.m. Katy Roesner 2nd the motion. Motion passed unanimously 8-0.

Respectfully submitted: \_\_\_\_\_ Tom Barnard, Parks Superintendent

APPROVED:

\_\_\_\_\_ Adam Zink, Chairman

Community Land and Recreation Board Meeting  
February 8<sup>th</sup>, 2012  
**MINUTES**  
Meeting 078

MEETING CALLED TO ORDER AT 7:04 P.M. ROLL CALL: Members present were, Adam Zink, Kim Verhoeven, Dave Kreher, Bill Noble, Laura Ozenberger, Katy Roesner, Cory Miller, Tina Welch, and Diane Driver / Liaison. Michelle Flamm excused absence. Kirk Rome and Tom Barnard were present from the City.

**Approval of Minutes.** Laura Ozenberger motioned to approve the Minutes from meeting 077 with approved changes. Tina Welch seconded the motion. Motion passed 8-0.

**Action Item 1. CLARB 12-78-01.** Kathy Ayers with the Platter Woods United Methodist Church requested the use of English Landing Park for a 5K event on April 7<sup>th</sup>. The event would be a fundraiser for orphan children in Mozambique. The event fee would be \$300, with a liability insurance policy of \$1 million. Dave Kreher moved to approve the event and date as stated. The motion was seconded by Cory Miller. Motion passed 8-0.

**Action Item 2. CLARB 12-78-02.** Kali Nelson approached the Board for a 5K event in English Landing Park to be held on May 5<sup>th</sup>. The event would be called Go Project Run, a global orphanage fundraiser. The event fee would be \$300 and liability insurance for \$1 million would be required. Laura Ozenberger motioned to approve the event as stated. Cory Miller seconded the motion. Motion approved 8-0.

**Action Item 3. CLARB 12-78-03** Cruise Nights (April 7<sup>th</sup>, May 5<sup>th</sup>, June 2<sup>nd</sup>, August 4<sup>th</sup>, September 1<sup>st</sup>). - Danelle Nichols with the Main Street Parkville Association expressed a desire to continue with the Cruise Night concept as done in 2010. The event will be held in the downtown parking lots, south of the railroad tracks. The fee would be \$100 with liability insurance for \$1 million. Cory Miller motioned to approve. Dave Kreher seconded the motion. Motion approved 8-0.

**Action Item 4. CLARB 12-78-04** Plaza Middle School 5K. Nichole Oothoudt with the Plaza Middle School requested use of English Landing Park for a school fundraiser on April 28<sup>th</sup>. The event fee would be \$300 with liability insurance for \$1 million. Bill Noble motioned to approve the event as stated. Laura Ozenberger seconded the motion. Motion was approved 8-0.

**Action Item 5. CLARB 12-78-05** Dan Morton chairperson for Together as One would like to have a youth scholarship fundraiser in English Landing Park. The event fee would be \$300 with liability insurance for \$1 million. Katy Roesner motioned to approve the event. Cory Miller seconded the motion. Motion was approved 8-0

## **Discussion and Information**

1. **TREE COMMITTEE-** Tom Barnard inquired to Adam Zink if the tree connection in Arkansas was still a possibility. Adam asked for a list of suitable trees for English Landing Park. Tom Barnard said he would get Adam a list tomorrow. During the meeting Adam got a hold of his tree contact in Arkansas and reported that the option for trees to be donated is still on the table. The Board felt that by our March meeting, if not prior, we should know the quantities and varieties that could be available to the City. At that point, we could move forward and acquire a freight estimate for shipping. The Board would like to have the trees delivered prior to our Arbor Day celebration.

2. **TREE CITY USA-** Tom Barnard asked the Board to consider a date for Parkville's Arbor Day. After much discussion on desirable dates and times, April 12<sup>th</sup> was determined to be the best date available. A 9:00 a.m. time was agreed upon by the Board. The date will also coincide as a grand reopening date for the park. Attendees or volunteers may help in a major tree planting undertaking to replace the trees lost in the flood from 2011. The Board would like to serve coffee and doughnuts during the event, possibly contacting the Parkville Coffee House to see if they would like furnish the coffee. Tina Welch could pursue a doughnut connection as well. Tom Barnard said he would contact our local MDC Urban Forester, Wendy Sangster to check her availability for the event as well.

### **Other Business: Park Restoration Update/ Parks Building Façade / Playground replacement:**

**Park Update -** Kirk Rome and Tom Barnard gave reports on the latest updates at English Landing Park. The gazebo has been demolished and removal is underway. Major grading has been completed. Harrowing and seeding will be completed as favorable weather allows. Restroom restoration should be completed in March.

**Playground Structure/mulch -**The Board was asked to give input and decide on a replacement structure in the small kids play area to replace the slide configuration damaged in the flood. 3 concepts were distributed; two types of climbing walls and a slide structure that was similar to the one damaged. The Board unanimously agreed on the climbing wall with a slide. The appealing structure will provide a fun and challenging addition for kids in this play area.

In addition, a sample of playground rubber mulch was also presented and agreed upon. The purchase was recommended and should be presented at the next finance meeting. This will allow the playground to open with the desired opening date of April 12<sup>th</sup>.

**Parks Building Façade –** Steve Cantrell created four concepts for basic renovations to the Parks Building. The building, at the entrance of English Landing Park, is in need of efficient upgrades to doors, windows, roof and façade. The Board voted on the four concepts. It was unanimously decided that Concept A. would be the best design for the building. The Board requested approval with the Board of Alderman to move forward with this much anticipated project.

**Adjourn** – Kim Verhoeven motioned to adjourn at 8:23 p.m. Adam Zink 2nd the motion.  
Motion passed unanimously 8-0.

Respectfully submitted: \_\_\_\_\_ Tom Barnard, Parks Superintendent

APPROVED:

\_\_\_\_\_ Adam Zink, Chairman

Community Land and Recreation Board Meeting  
March 14<sup>th</sup>, 2012  
**MINUTES**  
Meeting 079

MEETING CALLED TO ORDER AT 7:02 P.M. ROLL CALL: Members present were, Adam Zink, Kim Verhoeven, Dave Kreher, Bill Noble, Laura Ozenberger, Katy Roesner, Cory Miller, Tina Welch, and Diane Driver / Liaison. Michelle Flamm excused absence. Kirk Rome and Tom Barnard were present from the City.

**Approval of Minutes.** Katy Roesner motioned to approve the Minutes from meeting 078 with approved changes. Kim Verhoeven seconded the motion. Motion passed 8-0.

**Action Item 1. CLARB 12-79-01.** Emily Quy with the International Interior Design Association requested the use of English Landing Park for a 5K event on May 12<sup>th</sup>. The fundraiser will conclude by noon. The event fee would be \$300, with a liability insurance policy of \$1 million. Dave Kreher moved to approve the event and date as stated. The motion was seconded by Bill Noble. Motion passed 8-0.

**Action Item 2. CLARB 12-79-02.** Andrea McKown approached the Board for a 5K event in English Landing Park to be held on June 9<sup>th</sup>. The event would be called Walk in the Park, a fundraiser for special needs preschool children. The event fee would be \$300 and liability insurance for \$1 million would be required. Bill Noble motioned to approve the event as stated. Kim Verhoeven seconded the motion. Motion approved 8-0.

**Action Item 3. CLARB 12-79-03** Final Friday's - Main Street Parkville Association Live music in Pocket Park. No representative from Main Street was present to discuss details. Katy Roesner motioned to table the action item until more information became available. Kim Verhoeven seconded the motion. Motion to table was approved 8-0.

**Action Item 4. CLARB 12-79-04** Parkville Days – Discussion pertained to the location of the event since the park was under renovation. The dates will be August 17-19<sup>th</sup>. The Board determined the grass should be established by August and the event could be held as usual in English Landing Park. Katy Roesner motioned to approve the event to be located as usual in English Landing Park. Laura Ozenberger seconded the motion. Motion was approved 8-0.

**Action Item 5. CLARB 12-79-05** National Trails Day Celebration- Jim Kunce of Platte County Parks announced that June 2<sup>nd</sup> will be National Trails Day. He asked if Parkville would like to assist with the event for English and Platte Landing Parks. Tina Welch motioned to approve. Kim Verhoeven seconded the motion. Motion was approved 8-0

**Action Item 6. CLARB 12-79-06** Steve Kovak and Kris Lancaster of the Environmental Protection Agency asked to be a part of Parkville's Arbor Day and park reopening event. They would provide design assistance, help plant trees and help with gaining publicity for the event. Katy Roesner motioned to approve. Kim Verhoeven seconded the motion. Motion approved 8-0.

**Action Item 7. CLARB 12-79-07** Projects were reviewed and reprioritized. A pavilion structure and the volleyball courts were moved to the top. The fire pit was moved to a lower priority.

**Action Item 8. CLARB 12-79-08** Baseball Field 1. Use for the field by the Husker organization was discussed. The organization would like to do cosmetic and functional improvements to the field in lieu of per hour field usage. The work would equal the cost of renting the field. The days of the week would be Tuesday, Thursday, and Sunday. Other organizations would be able to use the field as well, based on the \$15/ hour rate. Tina Welch motioned to approve. Bill Noble seconded the motion. Motion approved 8-0.

**Discussion and Information**

Christopher Cardwell with Applied Ecological Services volunteered to help with any grass or plant selection for English Landing Park. Christopher is a Parkville resident and has expressed great interests in helping.

1. TREE CITY USACOMMITTEE- Tom Barnard suggested starting Arbor Day at 10:00 a.m. per the EPA recommendation for increased news coverage. The Board agreed.
2. TREE CITY COMMITTEE- No Report

**Adjourn** – Kim Verhoeven motioned to adjourn at 8:19 p.m. Adam Zink 2nd the motion. Motion passed unanimously 8-0.

Respectfully submitted: \_\_\_\_\_ Tom Barnard, Parks Superintendent  
APPROVED: \_\_\_\_\_ Adam Zink, Chairman

Community Land and Recreation Board Meeting

April 11, 2012

**MINUTES**

Meeting 080

MEETING CALLED TO ORDER AT 7:02 P.M. ROLL CALL: Members present were, Adam Zink, Michelle Flamm, Dave Kreher, Bill Noble, Katy Roesner, Cory Miller, and Diane Driver / Liaison. Kim Verhoeven, Laura Ozenberger, Tina Welch excused absences. Kirk Rome and Tom Barnard were present from the City.

**Approval of Minutes.** Cory Miller motioned to approve the Minutes from meeting 079 with approved changes. Bill Noble seconded the motion. Motion passed 6-0.

**Action Item 1. CLARB 12-80-01.** Through the Woods 5K Trail Run - November 3<sup>rd</sup>. Kelly Fricker approached the Board about a fundraiser for Christmas on the River. The run would be held at the Nature Sanctuary. The event fee would be \$300, with a liability insurance policy of \$1 million. Dave Kreher moved to approve the event and date as stated. The motion was seconded by Cory Miller. Motion passed 6-0.

**Action Item 2. CLARB 12-80-02.** Stephen Cantrell presented to the Board the final preliminary final designs for the Park Headquarters. If the Board of Alderman approves the preliminary design they will be asked to approve the final design contract with Mr. Cantrell. Mr. Cantrell offered to oversee and project manage the DRJP workers to complete the façade improvements. A local canyon stone design was discussed. Michelle motioned to recommend to the Board of Alderman approval of the design concept by Mr. Cantrell. Dave Kreher seconded the motion. Motion approved 6-0.

**Action Item 3. CLARB 12-80-03** Final Friday's - Main Street Parkville Association Live music in Pocket Park. Danelle Nichols from Main Street was present to discuss music at Pocket Park. Bands will perform for free and provide an ambience for shoppers from 6 to 8 p.m. on Friday and 1 p.m. to 3 p.m. on Saturday. Cory Miller motioned to approve the music at Pocket Park. Adam Zink seconded the motion. Motion approved 6-0.

**Action Item 4. CLARB 12-80-04** Park Update / DRJP Projects

Kirk Rome handed out an update on park projects and updated the Board on progress in English Landing Park. The Board inquired about the stage to replace McKeon Stage and requested that a covered structure be included as part of the project. Kirk indicated that a covered structure was not currently in the budget, however depending on other project approvals by FEMA/SEMA funds may become available. Diane Driver indicated that funds from other sources may be necessary to complete this phase of the project. A possible concept for a covering was presented with a quote for \$28K for materials only. Cory Miller motioned to approve the concept, Adam Zink seconded the motion. Motion approved 6-0.

**Action Item 5. CLARB 12-80-05** Mayor Elect Jim Brooks and representatives from the Parkville Main Street Association addressed the Board on locating the Brew Fest in the



park instead of Ball Field 1. After some discussion it was motioned by Michelle Flamm to approve. Cory Miller seconded the motion. Motion approved 6-0.

**Discussion and Information**

1. TREE CITY USA- Tom Barnard reported that 32 trees were purchased from Marshall Tree and Nursery; various varieties that are flood tolerant such as Bald Cypress, Patmore Ash, and River Birch are being planted this week. The trees being donated from Reddmann Farms in Arkansas are being loaded for shipping and delivery should be in time for our Arbor Day Celebration on Thursday.

2. TREE CITY COMMITTEE- No Report

**Adjourn** – Cory Miller motioned to adjourn at 8:25 p.m. Bill Noble 2nd the motion. Motion passed unanimously 6-0.

Respectfully submitted: \_\_\_\_\_ Tom Barnard, Parks Superintendent

APPROVED:

\_\_\_\_\_ Adam Zink, Chairman

Community Land and Recreation Board Meeting  
May 9<sup>th</sup>, 2012  
**MINUTES**  
Meeting 081

MEETING CALLED TO ORDER AT 7:03 P.M. ROLL CALL: Members present were, Adam Zink, Kim Verhoeven, Michelle Flamm, Katy Roesner, Laura Ozenberger, Tina Welch, Cory Miller, and Diane Driver / Liaison. Dave Kreher and Bill Noble excused absences. Kirk Rome and Tom Barnard were present from the City.

**Approval of Minutes.** Cory Miller motioned to approve the Minutes from meeting 080 with approved changes. Katy Roesner seconded the motion. Motion passed 7-0.

**Action Item 1. CLARB 12-81-01.** Karen Montgomery and Linda Arnold represented the Parkville Jazz, Blues and Fine Arts River Jam; the annual event will take place June 15<sup>th</sup> and 16<sup>th</sup>. The event fee would be \$300/day, with a liability insurance policy of \$2 million. Kim Verhoeven moved to approve the event and date as stated. The motion was seconded by Laura Ozenberger. Motion passed 7-0.

**Action Item 2. CLARB 12-81-02.** Danelle Nichols from the Main Street Parkville Association discussed dates and details for the July 4<sup>th</sup> Celebration. The dates would be July 4<sup>th</sup> – 7<sup>th</sup>. Itinerary was discussed which included; the parade, carnival hours, and shuttle parking. The event fee would be \$300/day with required insurance. Cory Miller motioned to approve the event. Michelle Flamm seconded the motion. Motion approved 7-0. Danelle Nichols also mentioned the MSPA would donate \$500 to the Parks from the Brew Fest event.

**Action Item 3. CLARB 12-81-03** Danelle Nichols, while on the floor, also addressed the Board for Parkville Days, August 17<sup>th</sup> -19<sup>th</sup>. Cory Miller motioned to approve the event. Laura Ozenberger seconded the motion. Motion approved 7-0.

**Action Item 4. CLARB 12-81-04** Kirk Rome gave an update over current park projects  
Park Update / DRJP Projects / Priorities

1. Restroom & Shelter House roof material/ larger water line for restroom.
2. Basketball Court Expansion with 6 goals or Tennis/Basketball court expansion
- 3, McKeon Stage – new stage project underway.
4. Drainage Project-
5. Budgetary

1. TREE CITY USA- Tom Barnard reported that this year's T.R.I.M. (Tree Resource Improvement and Management) Grant deadline will be June 1<sup>st</sup>. He said with losing so many trees from the flood and replacing new trees that an updated GIS-based tree inventory and using the data for an Urban Forest Management Plan would be of great benefit to the City. The Board concluded the inventory would be the best direction for the T.R.I.M.

2. TREE CITY COMMITTEE- No Report

**Discussion and Information**

Cory Miller would work with the City on a design for the Farmer's Market landscaping.

The Board agreed the basketball goal by itself should be replaced by a tetherball pole.

The idea of a small shelter fee was discussed and should be reviewed.

Nature Sanctuary – who's jurisdiction?

The Board instructed staff to do initial research to see what could be done with the batting cages.

**Adjourn** – Cory Miller motioned to adjourn at 8:25 p.m. Michelle Flamm 2nd the motion. Motion passed unanimously 7-0.

Respectfully submitted: \_\_\_\_\_ Tom Barnard, Parks Superintendent

APPROVED: \_\_\_\_\_ Adam Zink, Chairman

Community Land and Recreation Board Meeting  
June 13<sup>th</sup>, 2012  
**MINUTES**  
Meeting 082

MEETING CALLED TO ORDER AT 7:03 P.M. ROLL CALL: Members present were, Kim Verhoeven, Michelle Flamm, Dave Kreher, Bill Noble, Laura Ozenberger, Tina Welch, Cory Miller, and Diane Driver / Liaison. Adam Zink and Katy Roesner excused absences. Kirk Rome and Tom Barnard were present from the City.

**Approval of Minutes.** Laura Ozenberger motioned to approve the Minutes from meeting 080 with approved changes. Dave Kreher seconded the motion. Motion passed 7-0.

**Action Item 1. CLARB 12-82-01.** Skills USA. Rusty Collins approached the Board about an event on June 27<sup>th</sup> for graduating high school students during the Skills USA convention in Kansas City. The 5K and competition challenge would be held in English Landing Park. The event fee would be \$300, with a liability insurance policy of \$1 million. Michelle Flamm moved to approve the event and date as stated. The motion was seconded by Bill Noble. Motion passed 7-0.

**Action Item 2. CLARB 12-82-02.** A location for a ticket booth for carriage rides on Main Street was on the agenda. Tim Cox owner of the carriage business was not present for the meeting. Cory Miller motioned to table Action Item 2. Tina Welch seconded the motion. Motion to table approved 7-0.

**Action Item 3. CLARB 12-83-03.** Depot shingles. Roof colors were discussed for the train depot. Kim Verhoeven motioned to defer to Steve Cantrell for input and color choice. Laura Ozenberger seconded the motion. Motion approved 7-0.

**Action Item 4. CLARB 12-83-04.** A-Truss Bridge. Kirk Rome announced the bid for the sandblasting and painting of A-Truss Bridge was awarded to Dayco Painting for \$47,000. The Board was asked for color input. Bill Noble motioned to e-mail color selections to Board members when choices become available. Tina Welch seconded the motion. Motion approved 7-0.

Cory Miller motioned to amend the agenda to add an Action Item 5 for the new stage roof approval. Motion was seconded by Kim Verhoeven. Motion passed 7-0.

**Action Item 5. CLARB 12-83-05** A roof design for McKeon Stage was presented by Kirk Rome. The design submitted was voted on. Cory Miller motioned to approve the design as submitted. Kim Verhoeven seconded the motion. Motion passed 7-0.

Kirk Rome gave an update over current DRJP park projects. The stage, volleyball court, landscaping and watering projects were discussed.

1. TREE CITY USA- Tom Barnard stated a dead maple was removed from 204 Main Street.

2. TREE CITY COMMITTEE- No Report

**Discussion and Information**

Kirk Rome discussed the idea for additional business advertising at special events. The Board thought there might be conflicts with event sponsors and more problematic than beneficial.

Tina Welch discussed better looking trash receptacles in key areas of English Landing Park. Cost were discussed and prices per trash can was estimated at a \$1000 each, but ideas should be pursued.

**Adjourn** – Kim Verhoeven motioned to adjourn at 8:15 p.m. Tina Welch 2nd the motion. Motion passed unanimously 7-0.

Respectfully submitted: \_\_\_\_\_ Tom Barnard, Parks Superintendent

APPROVED:

\_\_\_\_\_ Adam Zink, Chairman

Community Land and Recreation Board Meeting  
July 11<sup>th</sup>, 2012  
**MINUTES**  
Meeting 083

MEETING CALLED TO ORDER AT 7:03 P.M. ROLL CALL: Members present were, Adam Zink, Kim Verhoeven, Michelle Flamm, Dave Kreher, Bill Noble, Tina Welch, Katy Roesner, Cory Miller, and Diane Driver / Liaison. Laura Ozenberger excused absence. Kirk Rome and Tom Barnard were present from the City.

**Approval of Minutes.** Michelle Flamm motioned to approve the Minutes from meeting 082. Bill Noble seconded the motion. Motion passed 8-0.

**Action Item 1. CLARB 12-83-01. 5K Gone Bad,** proposed date is October 27<sup>th</sup>. Brian Martorana explained the idea of this new 5K event in English Landing Park. The 5K incorporates various skills of exercise requirements throughout the course. The event fee would be \$300, with a liability insurance policy of \$1 million. Michelle Flamm moved to approve the event and date as stated. The motion was seconded by Katy Roesner. Motion passed 8-0.

**Action Item 2. CLARB 12-83-02. Paws in the Park.** Kathy Baker will be the coordinator for this year's event to raise money for FOPAS, the local animal shelter slated for September 15<sup>th</sup>. The event will take place in English Landing Park with the event fee of \$300 and a liability insurance policy of \$2 million. Katy Roesner moved to approve the event and date as stated. Bill Noble seconded the motion. Motion to table approved 7-0.

**Action Item 3. CLARB 12-83-03. Seal Coating.** Kirk Rome explained that \$30,000 remained in the budget for seal coating projects. Approximately \$20,000 could be used on areas south of the railroad tracks for parking and roads in that area of English Landing Park. Michelle Flamm motioned to use budgeted funds for seal coating in this area. Dave Kreher seconded the motion. Motion approved 8-0.

**Park Update.** Kirk Rome gave an update on current DRJP park projects, (List attached).

1. TREE CITY COMMITTEE- Michelle Flamm mentioned to the Board on a free tree program through the Heartland Tree Alliance. Cities can sign up for free tree plantings, which will be sponsored / funded by citizen donations through their website.
2. TREE CITY USA- Tom Barnard talked about ongoing watering efforts with DRJP workers. A designated crew has been watering trees every weekday throughout the summer due to the current heat and drought conditions.

**Discussion and Information**

The idea of exercise stations and equipment was brought up for discussion. Ideas were to possibly form a committee to evaluate the needs of park users in English Landing Park.

Tom Barnard said he would make available catalogs for Dave Kreher and some pricing options could be formulated for possible future discussions.

Parks Building- The Board addressed the desire to begin remodeling the current parks building during the calendar year. Tom Barnard said he would e-mail the façade brick choices out to the Board for approval, so that could be ordered. DRJP workers would need to finish the stage so the work force could be utilized then for the building. The process could begin for a roof truss company to come in and bid the new metal pitched roof for the building as well.

**Adjourn** – Michelle Flamm motioned to adjourn at 8:15 p.m. Bill Noble 2nd the motion. Motion passed unanimously 8-0.

Respectfully submitted: \_\_\_\_\_ Tom Barnard, Parks Superintendent

APPROVED:

\_\_\_\_\_ Adam Zink, Chairman

Community Land and Recreation Board Meeting  
August 8<sup>th</sup>, 2012  
**MINUTES**  
Meeting 084

MEETING CALLED TO ORDER AT 7:03 P.M. ROLL CALL: Members present were, Adam Zink, Michelle Flamm, Dave Kreher, Tina Welch, Cory Miller, and Diane Driver / Liaison. Laura Ozenberger, Kim Verhoeven, Bill Noble, Katy Roesner excused absences. Kirk Rome and Tom Barnard were present from the City.

**Approval of Minutes.** Cory Miller motioned to approve the minutes from meeting 083 and Michelle seconded the motion. Motion passed 5-0.

**Action Item 1. CLARB 12-84-01. 5K Gone Bad,** proposed date was October 27<sup>th</sup>. Brian Martorana event chair needed to change the date from October 27<sup>th</sup> to November 10<sup>th</sup>. Motion to change the date to November 10<sup>th</sup> from October 27<sup>th</sup> was made by Dave Kreher. Cory Miller seconded the motion. Motion passed 5-0.

**Action Item 2. CLARB 12-84-02. Parktoberfest.** October 6<sup>th</sup> is the date for the event. Cory Miller event coordinator discussed the itinerary which will include a 5K run this year. The event will take place in English Landing Park with the event fee of \$300 and a liability insurance policy of \$2 million. Michelle Flamm moved to approve the event as stated. Tina Welch seconded the motion. Cory Miller abstained. Motion approved 4-0.

**Action Item 3. CLARB 12-84-03. Bringing up the Rear.** Proposed date for the event is October 28<sup>th</sup>, 2012. Adam Zink will be the event coordinator for this inaugural event to be held in English Landing Park. The event will be a 5K fundraiser for colon cancer. Event fee of \$300 and a liability insurance policy of \$1 million would be required. Michelle Flamm moved to approve the event as stated. Dave Kreher seconded the motion. Motion approved 5-0.

**Action Item 4. CLARB 12-84-04. Lewis and Clark Overlook- FEMA/SEMA alternate Project Improvement.** Kirk Rome stated that as an alternate project from the flood of 2011, funds were temporarily forecasted for improvements to the Lewis and Clark Overlook at English Landing Park. After discussion, Tina Welch motioned to deny the alternate project at the overlook and to keep the funds for Grigsby Field. Michelle Flamm seconded the motion. Motion approved 5-0.

**Action Item 5. CLARB 12-84-05. Platte Landing Park – Final Master Plan Draft**  
The Platte Landing Park Master Plan was distributed to the Board for discussion. Motion to approve the draft with recommendations for the playground to be relocated and more proximate to the ball field area was made by Tina Welch. Michelle Flamm seconded the motion. Motion approved 5-0.

**Park Building Update.** Tom Barnard told the Board that the stone for the Parks Building was ordered, truss companies were in the process of getting estimates for the roof structure.



**Park Update / DRJP Projects** – Kirk Rome gave an update on the delivery of the roof structure and the stage was the priority project. The volleyball court is the next priority, footings have been poured and work is ongoing.

1. TREE CITY COMMITTEE- No Report

2. TREE CITY USA- Brett Cleveland a local arborist educated the Board about the Emerald Ash Borer which has been destroying millions of Ash Trees in North America. A bark sample was shown to the board to show detection where the beetle had been. The EAB has now been detected in Parkville. He advised on implementing new species to replace ash trees when they start to show signs of decline. The parking lots between East and Main Streets are encompassed with Ash Trees.

**Adjourn.** Tina Welch motioned to adjourn at 8:37 p.m. Michelle Flamm 2nd the motion. Motion passed unanimously 5-0.

Respectfully submitted: \_\_\_\_\_ Tom Barnard, Parks Superintendent

APPROVED:

\_\_\_\_\_ Adam Zink, Chairman

Community Land and Recreation Board Meeting  
September 12<sup>th</sup>, 2012  
**MINUTES**  
Meeting 085

MEETING CALLED TO ORDER AT 7:07 P.M. ROLL CALL: Members present were, Adam Zink, Michelle Flamm, Dave Kreher, Tina Welch, Laura Ozenberger, Kim Verhoeven, Bill Noble, Katy Roesner, and Diane Driver / Liaison. Cory Miller retired. Kirk Rome and Tom Barnard were present from the City.

**Approval of Minutes.** Katy Roesner motioned to approve the minutes from meeting 085 and Michelle Flamm seconded the motion. Motion passed 8-0.

**Action Item 1. CLARB 12-85-01. 5K Boos and Brews,** proposed date for the inaugural event will be October 26<sup>th</sup>, 2012. The event will take place in the parking lot between East and Main Streets. There will be a costume contest, live music, with craft beer and imports. This fundraiser will benefit Christmas on the River and the River Jam. The event fee will be \$300 with a certificate of liability insurance policy for \$2 million. Dave Kreher motioned to approve the event. Katy Roesner seconded the motion. Motion passed 8-0.

**Action Item 2. CLARB 12-85-02. Park Headquarters.** The Board expressed their priority in completing Park Headquarters before winter weather and the loss of budgeted dollars for the project. Steve Cantrell will have final plans for Board approval at October's meeting. Quotes will be presented for the installation of the stone façade, doors and windows.

**Action Item 3. CLARB 12-85-03. Main Stage, McKeon Stage and Shelter Reservation Rates.**

East and West Shelter Reservation rates were discussed and the Board sentiment was to keep the current reservation rates which are \$40 for residents and \$50 for non residents. To rename the Main Stage to River Shelter and use it as a shelter house, but with no grilling because of the laminated wood roof structure and no vehicle access to eliminate traffic along the pedestrian trail. McKeon Stage can now be used for events with the event fee of \$300 and implementing the current stage fee of \$100 with McKeon Stage. It was also recommended to have the stage available for event use only and signs should be displayed accordingly. Katy Roesner moved to approve the fee structure and the renaming of the Main Stage. Michelle Flamm seconded the motion. Motion approved 5-3.

**Park Update / DRJP Projects** – Kirk Rome gave an update of DRJP projects and handed out a spread sheet showing the percentage to completion of ongoing projects.

**Discussion and Information:**

Budget Requests – Kirk Rome

Board members were asked to submit requests for the 2013 Budget. The exercise station plan previously presented will be submitted along with cosmetic improvements, primarily an improved retaining wall, to Adam’s Park. The Board also asked for an update to budget projects / priorities.

Platte Landing Park / Final master Plan Draft – Kirk Rome displayed and discussed the current Platte Landing Park Master Plan to the Board.

1. TREE CITY COMMITTEE- Michelle Flamm reminded those contributing to United Way can select Friends of Parkville Parks as their desired choice for contributions since FOPP is a 501C3 entity.
2. TREE CITY USA- Tom Barnard announced that Parkville was awarded the T.R.I.M Grant that was submitted last year. The grant will update our old inventory system and outline a tree management program for English Landing Park.

**Other Business:** Walk in the Park FOPP Fundraiser- Kim Verhoeven addressed the Board about the sale of engraved bricks to support the parks of Parkville. The program would sell engraved bricks for \$100 to be placed at McKeon Stage. The Board decided this should be an Action Item.

**Action Item 4. CLARB 12-85-04.** Kim Verhoeven made a motion to have Walk in the Park sell bricks for \$100 to be placed at McKeon Stage. Bill Noble seconded the motion. Motion approved 8-0.

**Adjourn.** Michelle Flamm motioned to adjourn at 8:26 p.m. Kim Verhoeven 2nd the motion. Motion passed unanimously 8-0.

Respectfully submitted: \_\_\_\_\_ Tom Barnard, Parks Superintendent  
APPROVED:

\_\_\_\_\_ Adam Zink, Chairman

Community Land and Recreation Board Meeting  
October 10<sup>th</sup>, 2012  
**MINUTES**  
Meeting 086

MEETING CALLED TO ORDER AT 7:07 P.M. ROLL CALL: Members present were, Adam Zink, Kim Verhoeven, Laura Ozenberger, Michelle Flamm, Katy Roesner, and Diane Driver / Liaison. Tina Welch, Dave Kreher, and Bill Noble absent. Kirk Rome and Tom Barnard were present from the City.

**Approval of Minutes.** Laura Ozenberger motioned to approve the minutes from meeting 085 and Katy Roesner seconded the motion. Motion passed 5-0.

**Action Item 1. CLARB 12-86-01. 5K Boss Cross 2012,** Joe Fox event chairman discussed having an off-road bike race in English Landing Park. Mr. Fox mapped out a proposed route that would stay clear from recent areas that have been upgraded or where grass has been recently planted. Event volunteers will help with safety along pedestrian paths. The desired dates for the event would be November 17<sup>th</sup> and 18<sup>th</sup>. The event fee would be \$300/day plus \$1 million liability insurance. Katy Roesner motioned to approve the event. Kim Verhoeven seconded the motion. Motion passed 5-0.

**Action Item 2. CLARB 12-86-02. Turkey Trot-** November 22<sup>nd</sup>, 2012. Ken Parrish will chair the annual Thanksgiving Day fundraiser to be held in English Landing Park. With each year's increasing attendance, this year's format will have 2 starting times to accommodate fast runners and slower finishers. Event fee will be \$300 with proper liability insurance. Michelle Flamm motioned to approve the event. Kim Verhoeven seconded the motion. Motion passed 5-0.

**Action Item 3. CLARB 12-86-03. Solar Signs –** Curtis Shaddox of Solar Signs brought his patented solar cube to the Board for possible use in English Landing Park. The Board had several concerns with aesthetics, maintenance and future cost if expanding the quantity of the solar cubes to illuminate the trail where no lighting is present and if the lighting would really be sufficient and aesthetically pleasing to that area of the park. After further discussion it was determined that the Solar Cubes would not be an ideal fit for English Landing Park.

**Action Item 4. CLARB 12-86-04. Christmas on the River-** December 7<sup>th</sup>, 2012 Deborah Butcher addressed the Board for the annual event to take place in the parking lots south of the railroad tracks. The itinerary will remain the same as in year's past, but with a shorter firework display (15 minutes). Shuttles will be running from 5:00 p.m. to 11:00 p.m. with a tree lighting ceremony at Pocket Park. The event fee would be \$300 with liability insurance. Laura Ozenberger motioned to approve the event as stated. Michelle Flamm seconded the motion. Motion approved 5-0.

**Action Item 5. CLARB 12-86-05. Ball Field User Fees-** After discussion it was motioned by Katy Roesner to Table the Ball Field User Fees. Kim Verhoeven seconded the motion to table. Motion to Table passed 5-0.

**Action Item 6. CLARB 12-86-06. Park Headquarters** – Discussion pertained to moving forward with upgrading to the Park Headquarters building before winter and time restraints with available DRJP workers for doing the façade stone. Tom Barnard recommended having the stone done professionally so the detail work would be done properly and possibly getting the windows and roof installed before winter. Tom Barnard will be obtaining bids to give better cost estimates of the makeover.

**Action Item 7. CLARB 12-86-07. McKeon Stage Reservation Fees** – residents / non-residents. The Board discussed having separate fees for residents and non residents with a paid event fee of \$300. It was motioned to have \$125 non-resident fee and a \$100 resident fee by Adam Zink. Kim Verhoeven seconded the motion. Motion approved 5-0.

**Discussion and Information:**

**Park Update / DRJP Projects** – Kirk Rome received FEMA approval for an alternate project which will be to seal coat parking lots at English Landing Park.

1. **TREE CITY COMMITTEE-** Michelle Flamm announced that her job will be taking her away from the Midwest for the months of January, February and March, so she'll need to step down from the Tree Committee. The Board decided to seek a replacement at our next meeting.

2. **TREE CITY USA-** No report.

**Other Business:** Katy Roesner will be relocating to Chicago in the spring. A replacement for her seat on the Board will be needed at that time.

**Adjourn.** Adam Zink motioned to adjourn at 8:38 p.m. Kim Verhoeven 2nd the motion. Motion passed unanimously 5-0.

Respectfully submitted: \_\_\_\_\_ Tom Barnard, Parks Superintendent  
APPROVED:

\_\_\_\_\_ Adam Zink, Chairman

Community Land and Recreation Board Meeting  
November 14<sup>th</sup>, 2012  
**MINUTES**  
Meeting 087

MEETING CALLED TO ORDER AT 7:07 P.M. ROLL CALL: Members present were, Adam Zink, Kim Verhoeven, Laura Ozenberger, Michelle Flamm, Katy Roesner, Bill Noble, Tina Welch, Dave Kreher, and Diane Driver / Liaison. Kirk Rome was present from the City.

**Approval of Minutes.** Laura Ozenberger motioned to approve the minutes from meeting 086 and Bill Noble seconded the motion. Motion passed 8-0.

**Action Item 1. CLARB 12-87-01. Event dates for 2013.** Main Street Parkville Association submitted dates for the calendar year 2013 (list attached). The approval at this time will be for the dates only. Tina Welch motioned to approve the event dates submitted by MSPA. Kim Verhoeven seconded the motion. Motion passed 8-0.

**Action Item 2. CLARB 12-87-02. Nature Sanctuary Event Guidelines and Cost Research.** – Diane Driver expressed the need for guidelines for Nature Sanctuary events and comparative costs. Katy Roesner volunteered to research fee comparisons and structures. No vote was taken.

**Discussion and Information:**

**DRJP Budget & Project Update – Kirk Rome**

**Park Headquarters-** The Board wanted to explore the option of purchasing the truss's in 2012 with budgeted dollars.

**McKeon Stage Patio-** Kim Verhoeven announced that the commemorative brick purchase/fundraiser program for McKeon's patio will be launched in December.

**Farmer's Market Parking Lot use during events** – Adam Zink mentioned having concrete buckets available at the Farmers Market. The bucket would have attached "Farmer's Market Parking Only" signs attached so the Market Director can roll out them out during open hours.

Respectfully submitted: \_\_\_\_\_ Tom Barnard, Parks Superintendent

APPROVED:

\_\_\_\_\_ Adam Zink, Chairman