



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#21-2)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, February 10, 2021 6:00 p.m. Via Zoom

In light of public health orders from the Missouri Governor and Platte County related to the COVID-19 pandemic, and given the nature of the items to be considered at this particular meeting, the members of the Community Land and Recreation Board will meet via telephone or video conference. Members of the public interested in this meeting are encouraged to listen in on the meeting via the following telephone number and access code – (312) 626-6799, Meeting ID: 862 5212 2223, Password: 418235 – rather than appear at City Hall (note: occupancy will be limited).

In addition, rather than appearing at City Hall to provide input at the meeting on action agenda items, members of the public may submit written testimony to the Assistant to the City Administrator in advance by noon on the day of the meeting and the testimony will be to be provided to the Community Land and Recreation Board and presented at the meeting and made part of the official record.

1. CALL TO ORDER

The meeting was called to order at 6:00 p.m. Roll was called by Anna Mitchell, Assistant to the City Administrator.

Members present were:

Neil Davidson (Chair)
Michelle Flamm (Vice Chair)
Laura Ozenberger (Secretary)
Adam Zink
Steven Sturgess
Susan Robb

Absent with prior notice were:

Bill Gresham
Linda Arnold
Bob Stuteville

Aldermen Marc Sportsman (Liaison)

A quorum of the Board was present.

Anna Mitchell, Assistant to the City Administrator, Alysén Abel, Public Works Director, Chris Ashley, Project Manager; and Bonnie Buckmaster, Public Works Assistant was present on behalf of the City.

2. CONSENT AGENDA

1. Approve the minutes for the January 13, 2021 Regular Meeting

**ADAM ZINK MOVED TO APPROVE THE MINUTES FOR THE
JANUARY 13, 2021 REGULAR MEETING; MICHELLE FLAMM
SECONDED MOTION PASSED 6-0.**

3. ACTION AGENDA

A. Election of Board Officers

According to the Community Land and Recreation Board (CLARB) Bylaws and Procedures adopted on October 12, 2005, the officers of the CLARB shall consist of a Chairman, Vice Chairman, and Secretary. The CLARB shall annually elect these officers from its citizen members. Nominations shall

be made from the floor, and the person receiving a majority vote of the total Board membership shall be declared elected. Officers shall serve until their successor is elected. No member may serve as Chairman for more than three consecutive elected one-year terms.

The Board members that currently hold the elected positions are Neil Davidson as Chairman, Michelle Flamm as Vice Chairman, and Laura Ozenberger as Secretary.

City Ordinance No. 2179 1, 2-15-2005 states that the Community Land and Recreation Board shall choose its own officers.

ADAM ZINK MOVED TO NOMINATE NEIL DAVIDSON AS COMMUNITY LAND AND RECREATION BOARD CHAIRMAN; STEVEN STURGISS SECONDED

LAURA OZENBERGER MOVED TO NOMINATE ADAM ZINK AS COMMUNITY LAND AND RECREATION BOARD VICE CHAIRMAN; MICHELLE FLAMM SECONDED

MICHELLE FLAMM MOVED TO NOMINATE LAURA OZENBERGER AS COMMUNITY LAND AND RECREATION BOARD SECRETARY; STEVEN STURGISS SECONDED

ALL NOMINEES WERE APPROVED BY A UNANIMOUS VOTE 6-0

B. Revised Watkins Park Master Plan

Alysen Abel, Public Works Director and Chris Ashley, Project Manager, gave an overview of the Watkins Park Master Plan and provided a revised plan. In the first phase, the parking lot will be relocated closer to the road, fencing will be used to better define the park, small playground, a loop trail will be installed around the perimeter, and shelter house will be relocated closer to the proposed parking area. Staff has been finalizing the plans for the improvements; and it appears that the grades in the area of the proposed parking lot are too high. The parking area will need to be moved to the east slightly to better fit with the existing grade. There are additional changes to the master plan that were suggested by staff based on the new parking configuration, existing trail and proposed location of the shelter, and taking away a portion of the basketball court. Staff has worked directly with Vireo on these proposed changes. Staff has applied for an Outreach Grant for a new shelter and playground equipment for Watkins Park.

Discussions included adding marked parking spots. Staff will look at the end of the street and measure out some spots and possibly add in additional parking spaces and add some parking signs.

ADAM ZINK MOVED TO RECOMMEND THAT THE BOARD OF ALDERMEN APPROVE THE REVISED WATKINS PARK MASTER PLAN AS PRESENTED; SUSAN ROBB SECONDED; MOTION PASSED 6-0.

4. NON-ACTION AGENDA

- A. Quarterly Parks Sales Tax Budget and Project Update included in the CLARB packet. – There was discussion regarding the use of the Parks Tax and the General Fund and the wish for the General Fund to continue to fund as in the past before receiving the Parks Sales Tax.
- B. Bluebird Houses in the Park – A resident reached out to the City to build birdhouses but was unavailable for tonight's meeting. This will be postponed to a future meeting.
- C. Presentation from Audubon Society – Mary Nemecek from the Audubon Society gave a presentation of the effects of lights on wildlife and wetlands. This presentation was included in the CLARB packet.

- D. Parks Maintenance Priority Discussion – There was discussion of the picnic tables at the shelters not being maintained, as shelter users are not cleaning the area after use. CLARB would like more seeding and edging done in the park for the park to look nicer and possibly put in sprinkler systems for the larger areas. Abel said that due to COVID in 2020, the parks department was not fully staffed with the usual seasonal workers. There was also mention of the trees and weeds in the area along 9 Hwy and the railroad. This is MODOT's responsibility which have been understaffed as well. CLARB also would like more attention to the pot holes along the trail after heavy rains to be filled in or smoothed out. There was also mention of once the park entrance sign is installed that possibly put in some plantings that would attract butterflies that are self-sufficient. Abel said that there has been discussion of some type of plant and lighting component to go into the design of the entry sign. There also may be a volunteer opportunity to help plant flowers. The MOAW wet well plantings update will be included on the March meeting agenda.
- E. Farmers Market Building Discussion- Staff talked to persons regarding the roofing solutions and will talk to the structural engineer to get a cost estimate and get the different options available. Will update at the next meeting.

4. STAFF UPDATES ON ACTIVITIES

- A. January Parks Report – Included in the CLARB Packet – The Board wanted to thank the crew for the snow removal and keeping the roads safe.
- B. January Nature Sanctuary Reports – Included in the CLARB Packet
- C. January Public Works Report – Included in the CLARB Packet

5. MISCELLANEOUS ITEMS FROM THE BOARD

The Board wanted to thank Anna Mitchell for all of her work with CLARB and wish her well in her new journey.

Chair Neil Davidson said that Mid America Regional Council is having a tree selection and tree quality webinar if interested go to the MARC website. Land Trust Alliance is promoting a new administration program called 30x30 looking for a 30% increase in the conservation areas by the year of 2030.

Riverside trail connectivity – Construction is complete, just waiting for the fence to be installed. Will get dates for a ribbon cutting. Staff also should include former commissioners for the celebration.

Platte County Partnership Grant – The grant application is due by Friday, February 12th and staff anticipates to hear by the end of April beginning of May on the results.

6. ADJOURN

**MICHELL FLAMM MOTIONED TO ADJOURN AT 7:30 P.M;
STEVEN STURGISS SECONDED; MOTION PASSED 6-0.**

The minutes for February 10, 2021 having been read and considered by the Community Land and Recreation Board, were approved on this the 14th Day of April, 2021.


Bonnie Buckmaster, Public Works Assistant


Approval date