COMMUNITY LAND AND RECREATION BOARD
Regular Meeting (#21-7)
MINUTES
CITY OF PARKVILLE, MISSOURI
Wednesday, September 8, 2021 6:00 PM
City Hall Board Room

1. CALL TO ORDER

A. Roll Call

The meeting was called to order at 06:00 PM on September 8, 2021.

Members present were:	**Absent with prior notice were:**
Neil Davidson (Chair)	Linda Arnold
Adam Zink (Vice Chair)	Steven Sturgess
Laura Ozenberger (Secretary)	Michelle Flamm

Bob Stuteville
Shawnda Witterstaetter
Dana Laiben
Liaison Marc Sportsman

Jeffery Rhodes, Assistant to the City Administrator, Alysen Abel, Public Works Director, Chris Ashley, Project Manager; Tom Barnard, Park Superintendent, Kristen Bontreger, Nature Sanctuary Director, and Bonnie Buckmaster, Public Works Assistant were present on behalf of the City.

2. CONSENT AGENDA

A. Approve the minutes for the August 11, 2021, regular meeting

Secretary Laura Ozenberger requested that the August 11, 2021, regular meeting minutes show that there was no discussion of the 40 lb. weight limit in the small dog park and to make sure that the website is updated to reflect that the name is in reference to the size of the dog, not the size of the park. Ozenberger also requested the date for the reference to the Wetland meeting update change to September instead of August.

ACTION: Adam Zink moved to approve the minutes for the August 11, 2021, regular meeting with changes as noted. Laura Ozenberger seconded.

RESULT: Motion : 6-0.

3. ACTION AGENDA

A. Recommend approval of the Parks Capital Improvement Program

Jeffery Rhodes, Assistant to the City Administrator, gave an overview of the CIP priorities that were discussed at the August 11, 2021 meeting and was included as Attachment 1 of the CLARB packet.

Discussions included the recommendation to begin to budget funds for the future loop extension of McAfee that is included in the Parks Master Plan. Other discussions included whether items 9 and 10 should be taken out of the general fund instead of the parks sales tax budget. Alysen Abel, Public Works Director, explained that the items are a priority for the parks and that the projects would be of a lower priority for the general fund budget and felt those items should be taken out of the parks sales tax budget to be completed now, which CLARB then agreed to. These items have been neglected in the past and it is time to focus on these. There were questions and comments regarding the ballfield budget, and that staff would update CLARB as the project progresses.

ACTION: Adam Zink moved to recommend to the Board of Aldermen to approve the proposed 2022 Capital Improvements Program associated with the parks priorities with the addition of the consideration of the McAfee extension loop. Laura Ozenberger seconded.

RESULT: Motion : 6-0.

4. NON-ACTION AGENDA

A. Pocket Park Update

Alysen Abel, Public Works Director, gave an update on Pocket Park. Staff received bids for the new exterior stairs and the relocation of the statue. The agreement will go before the Finance Committee and then to the Board of Aldermen for approval. This project is set to begin in late fall to accommodate local businesses, starting with the stairs and statue relocation and then finishing with the frontage improvements.

B. PLP Ballfield Update

Abel gave an update of the PLP Ballfields. The Board of Aldermen approved a Professional Services Agreement with McClure Engineering. Based on state requirements. Staff had previously sent out a Request for Qualifications in 2019, where 42 firms sent proposals, of which 13 were selected from a variety of disciplines. McClure was one of the chosen proposals with previous work experience in ball field design as well as strengths with civil design with experts in water resources that can deal with FEMA and the Corps of Engineers or any other issues with stormwater quality. For those reasons, staff is moving forward with McClure Engineering with Vireo as their subcontractor. Vireo is another on-call consultant that was selected and had also developed the 2016 Parks Master Plan and was also the primary consultant in the feasibility study for the wetland project and the sub consultant for the wetland design under Affinis. Vireo also has great public engagement staff and new software to assist with online engagement. As needs arise, staff will bring in other designers as necessary.

Abel gave a brief update on the wetlands project that staff continues to meet with the Corps of Engineers and will update CLARB as progress arises.

C. Busch Drive Improvements Update

A contract was approved with Mid States Forms with the revised quote regarding the retaining walls that are included in the project. Chris Ashley, Public Works Project Manager, has been working with Embassy Landscaping to get updated cost estimates to include boulders, plants, fountain and lighting. The Board of Aldermen requested to increase the budget for this project. The staff are also looking at forms that look like stone to wrap around the concrete and possibly have the concrete stained.
Shawnda and Dana offered to help with choosing colors and the stone wrap.

5. STAFF UPDATES ON ACTIVITIES

A. Parks

Ashley, gave an update on the surface of the pickleball courts. The contractor, Multicon, will be back to resurface the courts and they will be closed for a couple of days. The closure notification was sent out on social media.

A discussion item was that there have been dogs on the courts and there could be a need for additional signage stating that no dogs are allowed.

B. Nature Sanctuary

Kristen Bontrager, Nature Sanctuary Director, gave an update on ghost stories and pumpkin carving events with more details to come.

C. Public Works

6. MISCELLANEOUS ITEMS FROM THE BOARD

Chair Neil Davidson attended a Parks Partners meeting regarding the Brush Creek trail near Creekside and said that the county is working on it.

Public Input

Elaine Kellerman, 5243 NW Bluff Circle, Parkville, MO, spoke regarding the PLP Ballfield project public input at the Board of Aldermen meeting held September 7th.

Alderman Marc Sportsman assured the public and CLARB that there will be significant public input regarding the ballfield project.

7. ADJOURN

ACTION: Adam Zink moved to adjourn at 7:35 p.m.; Laura Ozenberger seconded.

RESULT: Motion: 6-0.

The minutes for September 8, 2021, having been read and considered by the Community Land and Recreation Board, were approved on the 13th day of October, 2021.

Bonnie Buckmaster

Bonnie Buckmaster, Public Works Assistant

10/13/2021

Approval date