



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#21-09)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, November 10, 2021 7:00 PM

City Hall Board Room

1. CALL TO ORDER

A. Roll Call

Neil Davidson - Chair, Adam Zink, Dana Laiben, Robert Stuteville, Laura Ozenberger, Shawnda Winterstaetter, Steven Sturgess, Michelle Flamm, Linda Arnold, Marc Sportsman - Board Liaison

Roll was called by Bonnie Buckmaster, Public Works Department Assistant.

Members present were:

Neil Davidson
Adam Zink
Michelle Flamm
Linda Arnold
Steven Sturgess
Shawnda Witterstaetter

Absent with prior notice were:

Laura Ozenberger
Robert Stuteville
Dana Laiben
Marc Sportsman (Liaison)

A quorum of the Board was present.

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

2. CONSENT AGENDA

A. Approve the minutes for the October 13, 2021, regular meeting

ACTION: Adam Zink moved to approve the Minutes for the October 13th Regular Meeting Steven Sturgess seconded.

RESULT: Motion Passed: 6-0.

B. Approve the minutes from the October 18, 2021, Special Meeting

ACTION: Adam Zink moved to approve the Minutes for the October 18, 2021 Special Meeting Minutes; Steven Sturgess seconded.

RESULT: Motion Passed: 6-0.

3. NON-ACTION AGENDA

A. Veterans Memorial Project Update

This item will be postponed to the January, 2022 meeting and there will be a formal plan and update from the Veterans Memorial representative.

4. ACTION AGENDA

A. Approve a construction agreement with Woodward LLC for masonry work for the Busch Drive improvements (Public Works)

Alysen Abel, Public Works Director, gave an update to the Busch Drive Improvements project. Chris Ashley, Public Works Project manager, provided a progress picture of the work that Mid States Forms had completed so far. Staff obtained quotes for the masonry work for the project and has contracted with Woodward Masonry which will go before the Board of Aldermen for approval on November 16th. Phase 2 of the project will include the contract with Embassy Landscaping, which will include prevailing wages. Staff also obtained quotes for the water feature and will contract with Good Earth Water Gardens for a total of \$19,259. The concrete structure should be completed within the next few weeks, the masonry work should be completed by the end of the year; and the landscaping and water feature will be completed in Spring 2022. The budget impact for this project will be under \$140,000.

ACTION: Adam Zink moved to recommend that the Board of Aldermen approve a construction agreement with Woodward LLC for the masonry work on the Busch Drive improvements in the amount of \$19,800. Steven Sturgess seconded.

RESULT: Motion Passed 6-0.

5. UPDATES & MISCELLANEOUS ITEMS FROM STAFF

A. Parks

Chris Ashley provided a picture of the Watkins Park progress which included the parking, shelter and trail. A tree will be removed and the playground equipment will be installed when received. There have been supply issues with playground equipment. The mulch, bbq grill and picnic table are to be installed.

Tom Barnard, Park Superintendant, said that the material from the roundabout is being used at the A Truss Bridge approach and the ELP restroom. CLARB told Tom that he is doing a great job with the parks. Barnard also commented that he is in great need for seasonal and permanent workers and that the current wage of \$14 per hour is not enough, with the surrounding areas paying much higher wages.

1. Farmers Market Update

Staff met with a structural engineer and had an estimate to evaluate how to repair the existing structure. There eventually will need to be public engagement on what to do

next with either moving it, repair it, etc.

B. Nature Sanctuary

Successful ghost stories with 800 plus participants with a great band. There will be a lot of upcoming community events and eagle scout projects planned.

C. Public Works

Alysen Abel, Public Works Director, said that there is not much to report regarding the wetlands. Staff continued to have meetings, and they have not gotten anywhere. She will update with any new details at upcoming meetings.

Pocket Park update - Staff is working with the contractor and coordinating with the property owner. Anticipating to begin in early 2022.

Entry Sign update - Staff is working with Vireo and asked for a representative from CLARB to help with the design. Michelle Flamm volunteered.

The streets department has been preparing the trucks for the snow season.

D. Park Events

Jeffery Rhodes, Assistant to the City Administrator, has included the event list in the packet. He is working on getting an online reservation option.

6. MISCELLANEOUS ITEMS FROM THE BOARD

7. ADJOURN

Adam Zink moved to adjourn at 9:00 p.m.; Michelle Flamm seconded; Motion passed 6-0.

The minutes for November 10, 2021, having been read and considered by the Community Land and Recreation Board, were approved on the 12th day of January, 2022.


Bonnie Buckmaster, Public Works Assistant


Approval date