COMMUNITY LAND AND RECREATION BOARD
Regular Meeting (#**21-004**) Agenda
CITY OF PARKVILLE, MISSOURI
Wednesday, April 13, 2022 6:00 PM
City Hall Board Room

The Community Land & Recreation Board (CLARB) will meet in person, as well as via telephone and/or video conference. Members of the public interested in this meeting are encouraged to join the meeting via Zoom or call (312) 626-6799, Webinar ID: 872 4117 9126, Passcode: 509784 - rather than appear at City Hall. The meeting will also be streamed live via the City's website, and recorded for viewing at a later date via the City's meetings page

1. CALL TO ORDER

A. Adam Zink, Chair
Linda Arnold
Robert Stuteville
Steven Sturgess
Dana Laiben
Neil Davidson
Laura Ozenberger
Michelle Flamm
Shawnda Witterstaetter
Marc Sportsman (Liaison)

2. CONSENT AGENDA

A. Approve the minutes for the March 9, 2022, regular meeting

3. NON-ACTION AGENDA

A. Farmers Market Structural Report

4. ACTION AGENDA

A. Approve the Parks Director job description (Administration)

B. Approve Change Order No. 1 with SGI Construction for the Pocket Park Phase 2 Improvements (Public Works)

5. STAFF UPDATES ON ACTIVITIES

A. Parks

1. Vikings Field Usage (Jeff)

B. Nature Sanctuary

1. Parkville Nature Sanctuary Donation Program (PNS)

C. Public Works

6. MISCELLANEOUS ITEMS FROM THE BOARD

A. Allocation of Park Revenue (Dana)

Posted Date & Time: April 11, 2022 @ 2:30 PM By: Jeffery Rhodes

7. ADJOURN

Posted Date & Time: April 11, 2022 @ 2:30 PM By: Jeffery Rhodes

COMMUNITY LAND AND RECREATION BOARD
Regular Meeting (#22-003)
MINUTES
CITY OF PARKVILLE, MISSOURI
Wednesday, March 9, 2022 6:00 PM
City Hall Board Room

The Community Land & Recreation Board (CLARB) will be meeting in person as well as via telephone or video conference. Members of the public interested in this meeting are encouraged to join the meeting via Zoom or call (312) 626-6799, Webinar ID: 872 4117 9126, Passcode: 509784 - rather than appear at City Hall (note: occupancy will be limited).

1. CALL TO ORDER

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

Members present were:
Adam Zink - Chair - Left the meeting at 6:50 p.m.
Steven Sturgess - via videoconference
Neil Davidson
Robert Stuteville
Michelle Flamm - via videoconference
Shawnda Witterstaetter - via videoconference
Dana Laiben - via videoconference

Absent with prior notice were:
Linda Arnold - Secretary
Laura Ozenberger
Marc Sportsman - Liaison

A quorum of the Board was present.

Jeffery Rhodes, Assistant to the City Administrator; Alysen Abel, Public Works Director; 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 February 9, 2022, regular meeting

ACTION: Steven Sturgess moved to approve the February 9, 2022 Regular Meeting Minutes; Neil Davidson Seconded.

RESULT: Motion Passed: 7-0.

3. ACTION AGENDA

Non-Action Agenda Item 4A Dog Park was moved to the top of the agenda per request of Chief Chrisman.

A. Approve Work Authorization No. 12B with BBN Architects for design services for the Farmers Market building (Public Works)

Alysen Abel, Public Works Director, gave a background of a WA with BBN Architects for design services for the Farmers Market Building. This WA will go before the Finance Committee for approval at the next meeting. - BBN had included a structural report from Leigh & O'Kane that took the project over budget by $1,400, with the complete cost being 11,400. Staff is asking CLARB to authorize this overage.

ACTION: Neil Davidson Moved to approve Work Authorization 12B with BBN Architects for design services for the Farmers Market Building for $1,400 for the budget overage; Shawnda Witterstaetter Seconded

RESULT: Motion Passed: 7-0.

B. Approve the purchase and installation of drinking fountains in the parks (Public Works)

Alysen Abel, Public Works Director, and Tom Barnard, Parks Superintendent, gave a brief explanation of the purchase and installation of drinking fountains in the parks. These will be ADA and will have a "bib" to fill water bottles. This expenditure was not included in the park's budget. The estimated cost is between $9,000-$10,000.

There was discussion of where the monies would come from and it was decided that 1/3 of the cost would come from the general fund and 2/3 of the cost out of the park tax budget. CLARB instructed Barnard to choose the color from the samples. Barnard is looking at the textured copper color.

ACTION: Michelle Flamm moved to approve the purchase and installation of the drinking fountains in English Landing Park with 1/3 of the cost coming from the general fund and 2/3 of the cost coming from the park's sales tax budget; Steven Sturgess seconded.

RESULT: Motion Passed: 7-0.

C. Approve New Special Event - Gordy's Pumpkin Run 5K (Administration)

Jeffery Rhodes, Assistant to the City Administrator, presented a new special event application from Gordy's Pumpkin 5k Run on October 1, 2022, for approval. The event organizer anticipates between 2,000-3,000 runners. This event will benefit a 501C - Girls on the Run.

ACTION: Michelle Flamm moved to approve the new Tier 2 special event, Gordy's Pumpkin Run 5K, to take place on October 1, 2022; Dana Laiben Seconded.

RESULT: Motion Passed: 6-0.

4. NON-ACTION AGENDA

A. Dog Park

Chief Kevin Chrisman gave an update on an incident at the dog park. There had been a dog attacked at the dog park. Sergeant Stone was near the scene and was flagged down by someone and called the dog's owner, who had left since she had taken her dog to the veterinarian. It was later reported that the dog had not survived. The owner is filing a claim against the attack dog's owner. Earlier in the day, there was an assault at the dog park. Chief Chrisman said that most dog park patrons adhere to the rules, which are standard rules. People call 911 if there are issues. Chief had concerns regarding the signs at the parks referring to small and large dog parks that can be interpreted to the size of the park or the size of the dog; and recommended changing the names of the dog parks to not include the words large and small and having definitive signs to indicate the size that is allowed in the dog parks.

Discussions included the suggestion of changing the names of the parks and to indicate that dogs over 25 lbs. should not be allowed in the park for small dogs and possibly have a line to indicate the height of the dog. Staff will update signs, evaluate and report if anything else needs to be done. There was a suggestion to open up the renaming of the dog parks to the public.

B. Arbor Day Celebration

Staff will set up an Arbor Day Celebration to plant a tree in Watkins Park at noon on Friday, April 22nd, which is also Earth Day. The city has been a Tree City USA recipient for 32 years.

C. Missouri American Water Well Landscape

Alysen Abel, Public Works Director, gave an update on the landscaping around the MOAW wells in the parks. The work will begin once the weather is favorable and will start working on the approved plantings in the spring. Staff will monitor progress and will update again at a later date.

5. STAFF UPDATES ON ACTIVITIES

A. Parks – Included in the CLARB Packet

B. Nature Sanctuary - Included in the CLARB Packet

C. Public Works - Included in the CLARB Packet

D. Update on Special Events and Ballfield Reservations - Included in the CLARB Packet

6. MISCELLANEOUS ITEMS FROM THE BOARD

Parkville was chosen to receive three of the 150 "Parade of Hearts" that will be placed around Kansas City. The hearts will be placed near Bentley Guitar, the Nature Sanctuary and at Creekside near the ballfields. These hearts will remain in place until the end of May. Visit the Parade of Hearts website for information on the artists and other locations.

The Park Director job description is being finalized and will be out relatively soon. The Platte Landing Park improvements are on hold until this position is filled.

Wetlands update - The contractor has removed the matting.

Events - The events calendar was shared showing the list of upcoming events for 2022.

7. ADJOURN

ACTION: Neil Davidson moved to adjourn the meeting at 7:12 p.m.; Michelle Flamm Seconded.

RESULT: Motion Passed: 6-0.

The minutes for March 9, 2022, having been read and considered by the Community Land and Recreation Board, were approved on the 13th day of April, 2022.

___________________________________ ________________
Bonnie Buckmaster, Public Works Assistant Approval date

ITEM 3.A.
For 4/13/2022
Community Land and Recreation Board Meeting

CITY OF PARKVILLE
Policy Report

Date: April 9, 2022

Prepared By:
Alysen Abel, Public Works Director

Reviewed By:
Chris Ashley, Public Works Project Manager

ISSUE:
Farmers Market Structural Report

BACKGROUND:
The current Farmers Market building has deteriorated with age and weather exposure. In order to make decisions for the future of the Farmers Market building the City hired BBN Architects and Leigh & O'Kane Engineers to assist with reviewing the existing structure and providing cost estimates.

The structural report was completed by Leigh & O'Kane. They identified areas that needed to be improved. Although there were concerns listed in their report, they recommend keeping the current structure open during the next season with only a few restrictions during inclement weather. There needs to be a plan for repairs or reconstruction prior to the 2023 season. Staff has met with the Farmers Market representatives to discuss the structural report and their recommendations.

BBN Architects provided cost estimates associated with the various levels of reconstruction to the existing Farmers Market building. Many of these options are costly. Staff is currently reviewing alternatives related to the reconstruction of the Farmers Market, balancing the aesthetics desired for this type of structure with the budget constraints.

BUDGET IMPACT:
The Parks Sales Tax would be the funding source for improvements to the Farmers Market building. There may be other opportunities for grant funding or private fundraising efforts.

ALTERNATIVES:
1. Approve repairs / reconstruction of the Farmers Market building.
2. Provide feedback to staff related to the Farmers Market building.
3. Postpone this item.

STAFF RECOMMENDATION:
Staff recommends finding a creative solution related to the Farmers Market that fits within the City's budget constraints.

POLICY:
Parkville Municipal Code Section 150.050(A) directs CLARB to act in an advisory capacity to the Board of Aldermen to develop and administer a writer plan for the care, preservation, pruning, planting, replanting, and removal or disposition of trees and shrubs along streets and in other public

areas. As CLARB serves in an advisory capacity, its recommendations must be approved by the Board of Aldermen.

SUGGESTED MOTION:
This is a non-action item and does not require a motion.

ATTACHMENTS:
1. Structural Report
2. Cost Estimates

250 NE Mulberry St., Suite 201
Lee's Summit, MO 64086
816.444.3144
www.leok.com

Chris Ashley, RA
Project Manager
City of Parkville
8880 Clark Ave.
Parkville, MO 64152

28 February 2022

RE: Parkville Farmer's Market Canopy – Structural Evaluation

Dear Mr. Ashley,

Leigh + O'Kane was asked to evaluate the existing Parkville Farmer's Market Canopy for its structural capacity and compliance with current building code. Two representatives from Leigh + O'Kane were on site to take measurements of the existing structure on 31 January 2022. After measurements were taken the structure was modeled and analyzed using Tekla Structural Designer software for overall loading and stability. Individual members and connections were analyzed using Tekla Tedds analysis and design software. All analysis is based on the 2012 International Building Code. Please find the enclosed Structural Evaluation Report for your use and feel free to contact me if you have any questions.

Thank you,

Wayne Hess, P.E.
Director of Engineering
Leigh + O'Kane

Enclosure: Parkville Farmer's Market Canopy – Structural Evaluation Report

LEOK
LEIGH + O'KANE
250 NE Mulberry St., Suite 201
Lee's Summit, MO 64086
816.444.3144
www.leok.com

Parkville Farmer's Market Canopy – Structural Evaluation Report

Introduction

The Parkville Farmer's Market Canopy is an existing wood structure approximately 128 feet long by 34 feet wide. It is approximately 10 feet 7 inches above grade at the eave and 17 feet at the ridge. Please refer to the attached "3D View of Farmer's Market Canopy" for the identification of various members in the structure. Roof panels are supported by wood roof purlins roughly 3 inches wide by 9 ¾ inches deep that span 16 feet from column line to column line in the east/west direction. The roof purlins are supported by a bolt connected, semi-truss structure constructed of wood material.

Starting at the top of the semi-truss structure there is a short 3 inch wide by 7 ½ inch deep ridge member connecting the two double 3 inch wide by 9 ¾ inch deep rafters on each side. The rafter members span approximately 18 feet to the eave of the canopy. These rafters are supported by two braces on each side of the ridge. The upper interior brace consists of two 2 x 6-dimensional lumber members and spans from the ridge end of the rafter to just above the column location. The upper exterior brace is a single 3 inch wide by 5 ½" deep member that spans from just above the column location to a point perpendicular to the rafter. This member is sandwiched by the double rafter member at the top and the double member joist at the bottom. The bottom member of the semi-truss consists of a double 3 inch wide by 7 ½ inch deep member on each side of the canopy centerline in the longitudinal direction. These members have a bolted splice at the centerline and span from the splice, over the top of the column and out to the eave, where it is connected to the rafter. The semi-truss structures exist at each of the 9 column lines and span in the north/south direction.

8 x 8 timber beams span in the east/west direction between each column. The columns are 8 x 8 timber members and are supported by 24-inch diameter concrete columns that are approximately 36 inches above grade. It is assumed that the concrete columns extend below grade for a length that is adequate to provide a fixed, moment resisting connection at the base of the concrete column or a footing to do the same. The base of the timber columns are assumed to be moment resisting in the east/west direction and contributing to the lateral stability of the structure.

The lateral system for the structure consists of the roof panel acting as a diaphragm to distribute lateral loads to the purlins. The purlins move the load to the semi-truss members down to the joists. In the north/south direction the single 2 x 6 lower braces control the moment at the top of the column at each column line. The longitudinal lateral forces are resisted by the 2 x 10 braces at the ends and middle of the structure in addition to the moment resisting base connection from the timber beam to the concrete column.

All the member connections are through bolted connections except for the brace to column and brace to joist/beam connections. These connections are assumed to be four 16d nails in all locations. The through bolted connections have various configurations but all of them use ¾ inch diameter bolts. The connections at the eave and joist splice incorporate wood side members to connect elements together. The column and beam connections use steel side member angles, 3/8 inch thick with ¾ inch diameter through bolts.

<u>Observations</u>

In general, the canopy structure appears to be in good condition for its age and exposure to weather. The structural members on both the east and west ends of the structure show the highest signs of deterioration. These areas have wood members containing rot or missing material through their entire section.

Some interior members and columns have cracking or deterioration, but in general the interior columns and beams look to be in good condition. Most of the side plates on the ends of the semi-truss members look to be deteriorated from exposure. This is a concern for the integrity of the connection at those ends. In addition, one of the semi-truss members near the middle of the canopy appears to have been damaged by collision on the north side of the structure. It was observed that this semi-truss member had additional wood members attached to it in an attempt to reinforce the damaged areas of the structure. Members that need to be replaced due to deterioration or damage are shown on the attached "Farmer's Market Canopy – Framing Plan".

The concrete columns supporting the timber columns appeared to be in good condition throughout the length of the canopy structure. It is assumed that the anchor rods are either cast-in-place or epoxy anchored with a minimum of 3 ½ inches embedment into the concrete below. The anchor rods and connecting steel angles appeared to be in good condition.

<u>Structural Analysis of Existing</u>

The existing structure was analyzed using the following Codes and Standards:
- 2012 IBC - International Building Code 2012 edition
- ACI 318-11 – Building Code Requirements for Structural Concrete
- AISC 360-10 – Specification for Structural Steel Buildings
- ASCE 7-10 – Minimum Design Loads for Buildings and Other Structures
- NDS 2012 – National Design Specification (NDS) for Wood Construction with 2012 Supplement.

The design loading placed on the existing structure for analysis is as follows:
- Roof Dead Load 5 pounds per square foot
- Roof Live Load 20 pounds per square foot
- Min. Snow Load 20 pounds per square foot

Wind loading on the existing structure used the ASCE 7-10 directional procedure with net pressures on the roof ranging from negative 8.7 pounds per square foot minimum to negative 21.7 pounds per square foot maximum.

The wood species was assumed to be Mixed Southern Pine and number two grade throughout for analysis purposes. All the main member to member bolted connections are assumed to use ¾ inch diameter, A307 grade A bolts. The lower brace member connections are assumed to use 16d common nails. The anchorage of the steel angles at the base of the timber columns to the concrete pedestals is assumed to use ¾ inch diameter hex head bolts with a minimum anchor embed of 3 inches. The 24-inch diameter round concrete pedestals are assumed to have the minimum amount of reinforcing steel as required by ACI and be embedded into the ground or have an appropriate footing that creates a fixed connection at the base of the concrete pedestal.

The analyzed gravity load resistance for this structure is as follows. Roof purlins take the load from the roof deck and distribute that load to the semi-truss members located at column lines. These semi-truss members are made up of a ridge member, roof rafter, upper braces, and joists. The rafter distributes the load from the purlins to the upper braces at the ridge and midpoint of the rafter, and to the joist at the eave. The joists bear on top of beams at the column locations. The upper braces are connected to the joists at a position above the columns, allowing the loads from the braces to travel directly through the beam and to the column. Load from the joists travel through the lower braces and the direct bearing on the beam to the column. The timber column transfers its load to the concrete pedestals which transfer that vertical load to the soil below through the bearing capacity of the soil. It was calculated that the required bearing capacity of the base material below the pedestals would be approximately 3,600 pounds per square foot, if there is not a spread footing. This would be a higher than usual bearing capacity for soil in this region which could mean that the pedestals either have a spread footing below or are bearing on rock material.

The analyzed lateral load resistance for this structure is as follows. The roof purlins transfer the lateral and wind uplift loads from the roof deck to the semi-truss structure. The semi-truss structure transfers the uplift loads to the columns in the same manner as the gravity loads. The lateral loads are transferred to the tops of the columns through the semi-truss structure and the columns are meant to resist the load at the top in two different ways. In the north/south direction the lower braces resist the lateral load through tension and compression of the brace member being connected to the joist at the top and the column at the bottom, otherwise known as a "knee" brace. The lateral loads in the east/west direction are resisted at the base of the column through the bolted connection to steel angles. These steel angles are anchored to the top of the concrete pedestal and the pedestal transfers the load to the soil through lateral earth resisting pressure, or through a spread footing at the base of the pedestal.

The structural members were analyzed using the various load cases in the appropriate load combinations as set forth by the ASCE 7-10. Member analysis shows that most of the roof purlins are not structural adequate for the combination of bending and axial load to which they are subject under the design requirements of the current building code. In addition, the double 2x6 upper interior braces were found to be inadequate under the design compression loads. All the other members in the canopy structure were found to be structurally adequate under the assumption that they are in good condition with no more than 10% section loss in any portion of the member.

Connection analysis was based on the requirements set forth in the 2012 NDS for wood and the AISC 360-10 was referenced for the steel connecting elements. Both upper brace connections were found to have inadequate capacity at the brace to rafter and the brace to joist connection. The ridge member to rafter connection was also found to have inadequate capacity where only two of the four bolts in this connection were usable due to the outer most bolts being too close to the end of the connecting member. Both the connection at the joist splice and the connection of the rafter to the joist at the eave were found to have adequate capacity to support the design loads. The 2x6 lower brace connection to both the joist and the column were found to be inadequate at resisting the design loading. The connection of the timber column to the concrete pedestal was found to be adequate to resist the design loading.

Recommendations

While the structure is currently performing in its existing state, it is advised, for public safety, to not have anyone under or near the canopy structure when the extent of the design loading could be realized; this would be during periods of heavy snowfall and/or high winds.

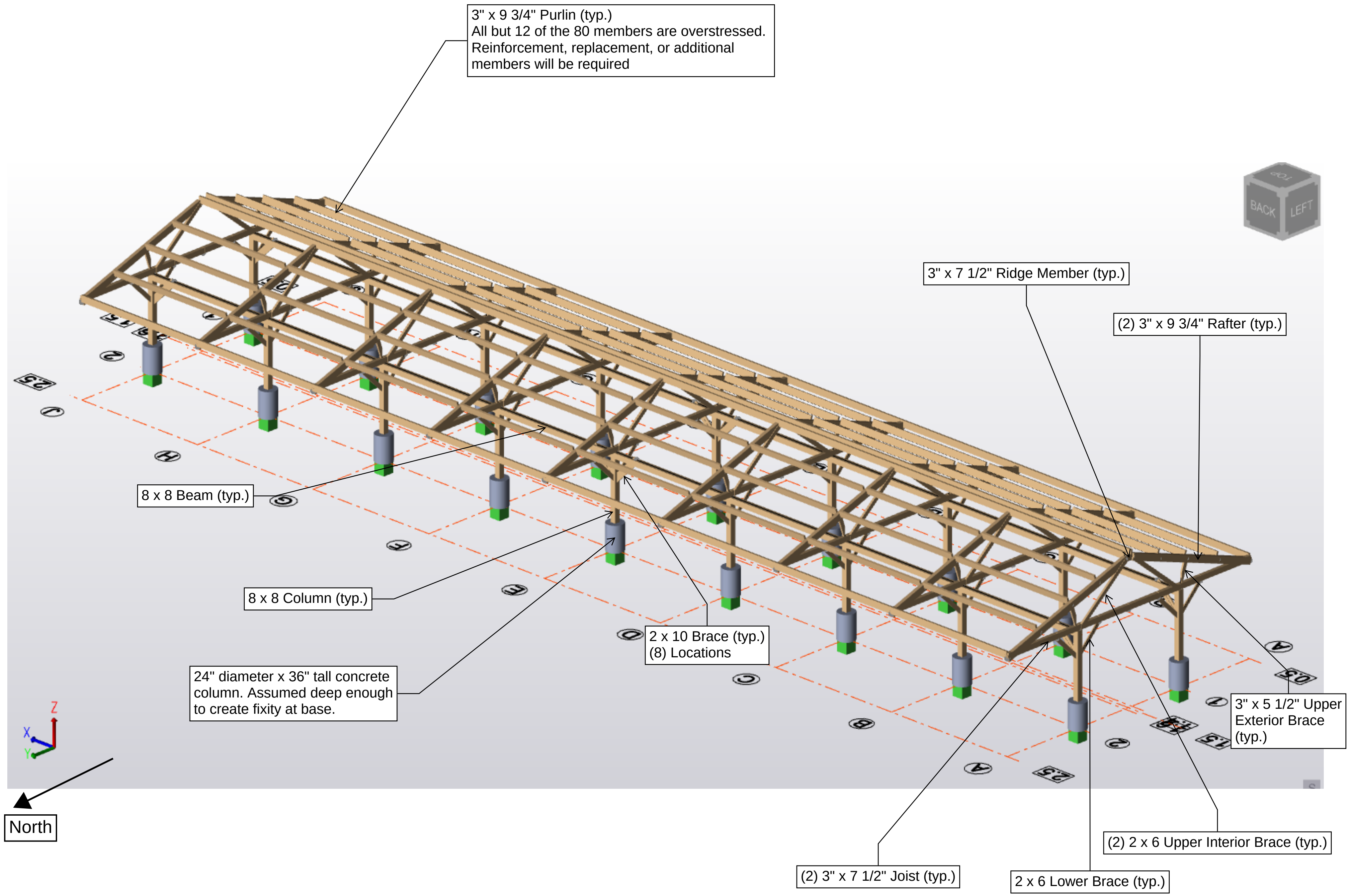
There are multiple options that may be considered to bring the structure up to date with the current building code for Parkville Missouri. One of those options may be reinforcing the existing members and connections so they have adequate load carrying capacity. However, it may be costly and cumbersome to increase the capacity of the connections given the current member sizes. This could mean that some of the adequate members would need to be replaced to allow for increased connection capacity.

A second option would be to remove the existing roof structure down to the beam level and have a new roof structure, designed to the current building code, constructed atop the existing beams, columns, and foundations. The remaining members would need to be analyzed with the newly designed roof portion of the canopy to ensure they remain adequate for a new design.

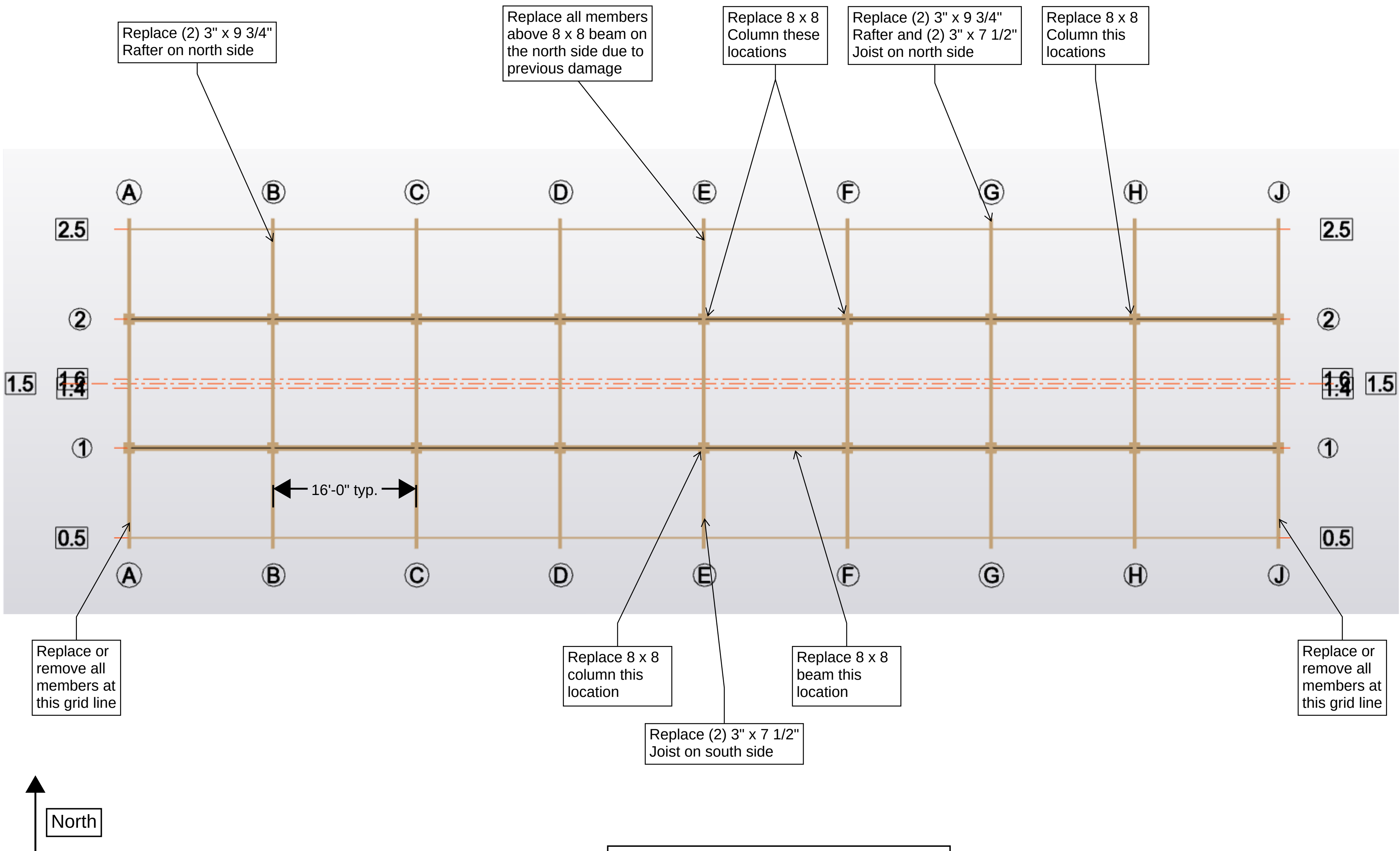
Conclusion

There are multiple members and connections that analysis under design loading has shown to be structurally inadequate, and several members that should be replaced due to deterioration or damage. It is advised to not use the area below or around the existing structure during periods of heavy snowfall or high winds. The foundation of the structure cannot be fully attested to by Leigh + O'Kane due to no knowledge of the reinforcement in the concrete pedestals, the type of footings under the pedestals, or the bearing capacity of the material supporting the foundation. Reinforcement or partial replacement of the existing structure is an option and would require further structural design and analysis to arrive at a final design that proves adequate at supporting the current building code loading.

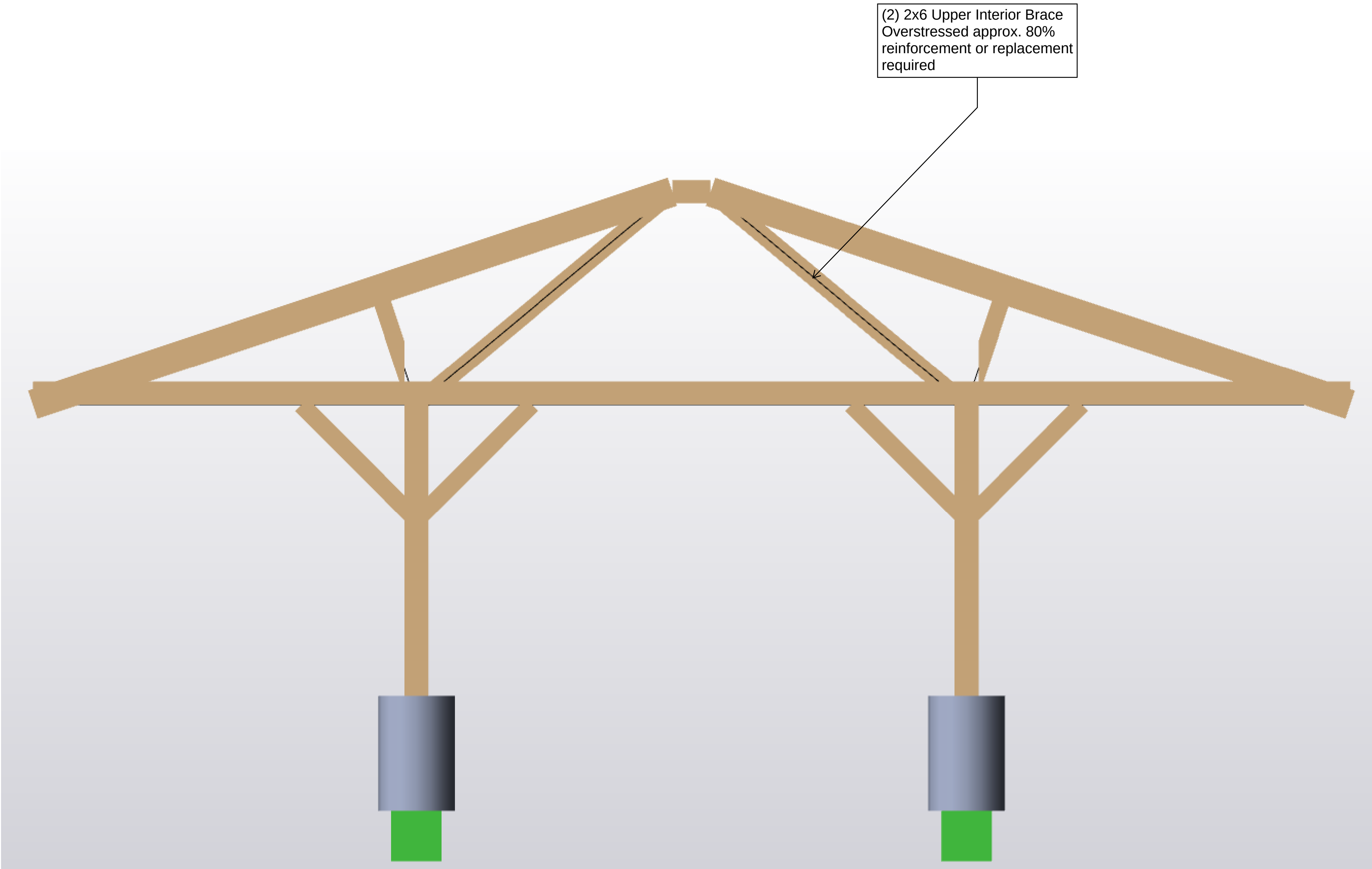
Please refer to the attached documents for structure layout, member terminology, and connection information.

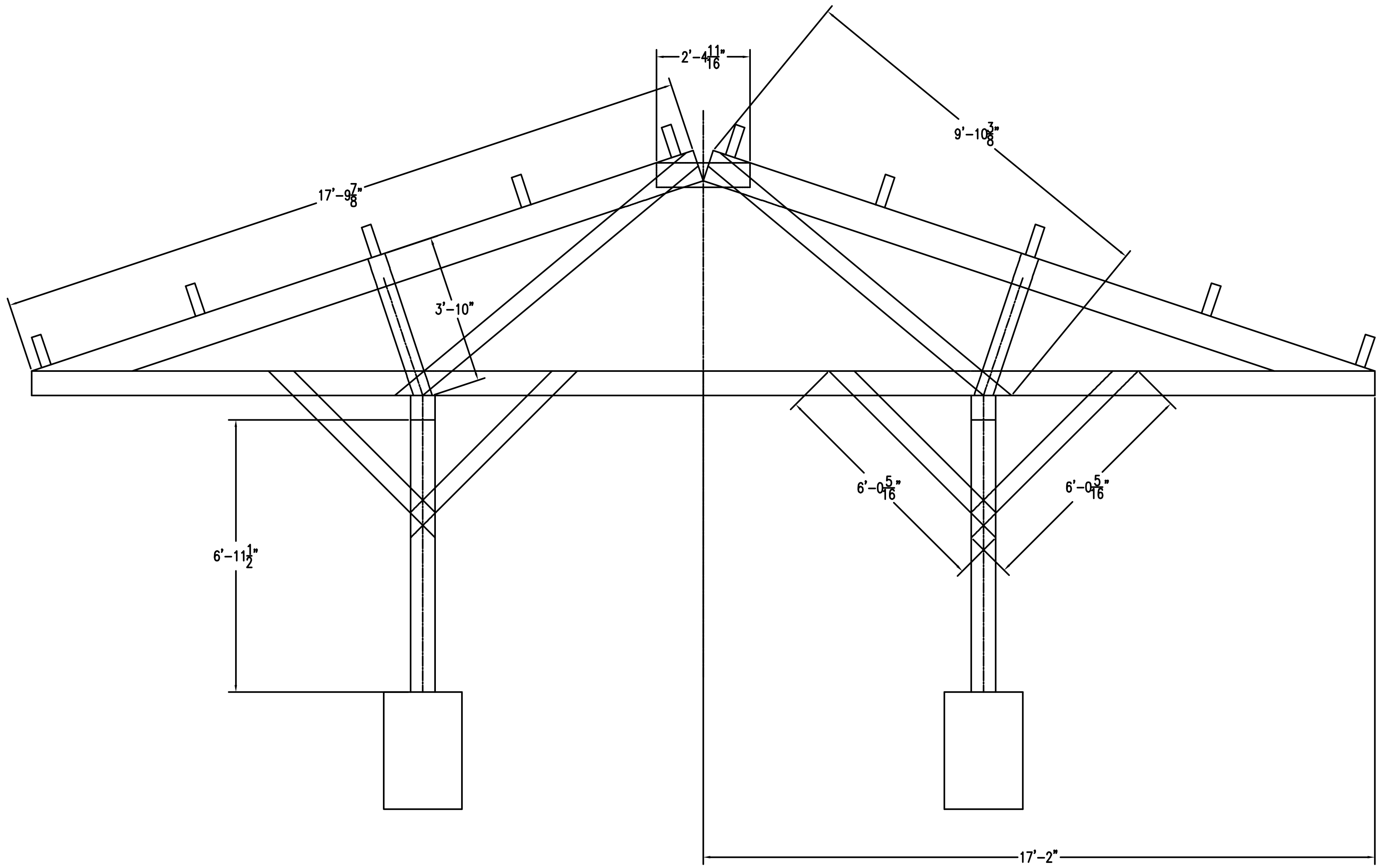


3D View of Farmer's Market Canopy

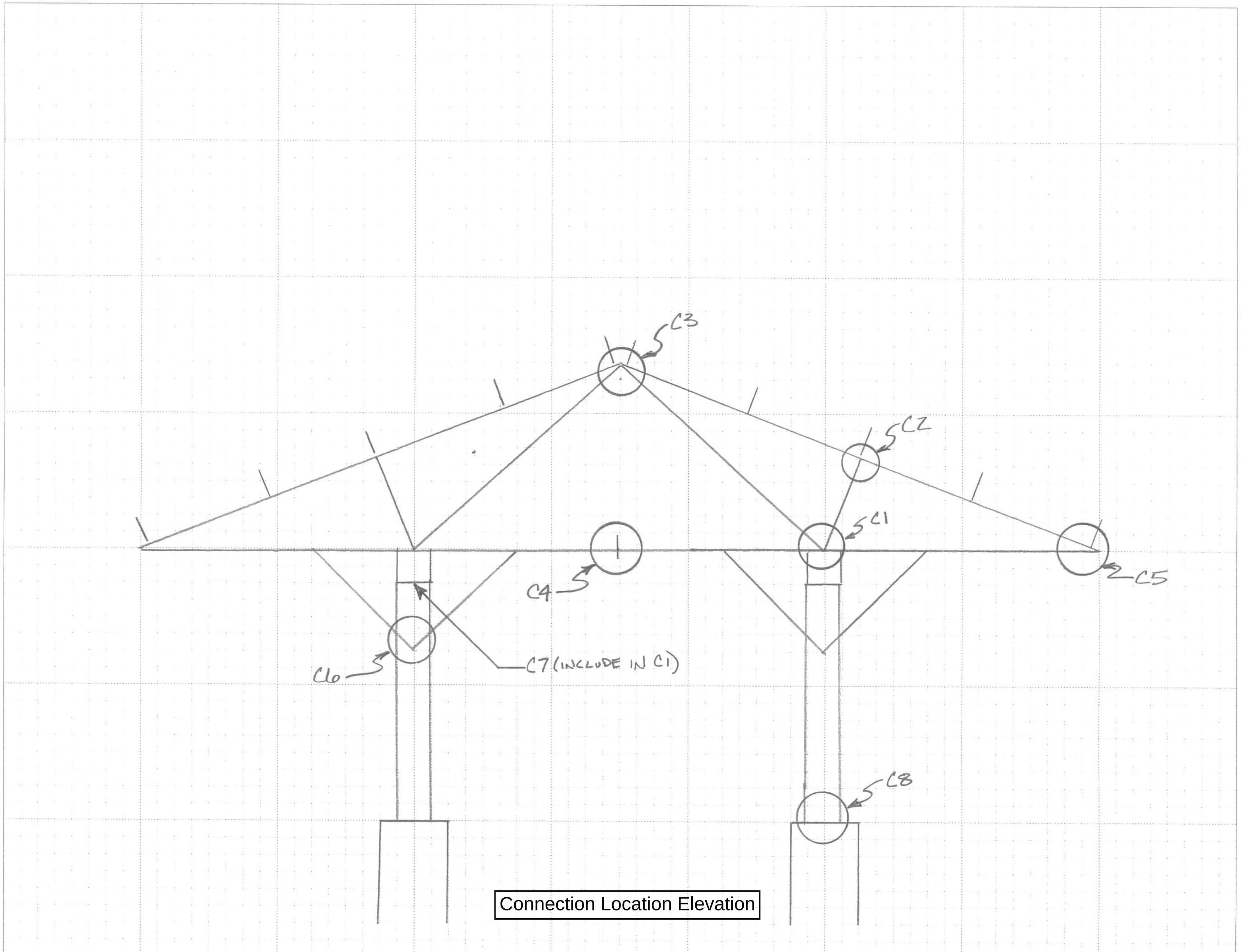


Farmer's Market Canopy - Framing Plan


(2) 2x6 Upper Interior Brace
Overstressed approx. 80%
reinforcement or replacement
required



Member Dimensions



Connection Location Elevation

(1/8" Grid)

LEOK
LEIGH + O'KANE
250 NE Mulberry St., Suite 201
Lee's Summit, MO 64086
816.444.3144
www.leok.com

Made by: WNH	Date: 14 FEB 22	Job No. 21-59
Revision:	Date:	Sheet No.
Project Name: PARKVILLE FARMER'S MARKET		

LEOK
LEIGH + O'KANE
250 NE Mulberry St., Suite 201
Lee's Summit, MO 64086
816.444.3144
www.leok.com

Made by: WNH	Date: 14 FEB 22	Job No. 21-59
Revision:	Date:	Sheet No.
Project Name: PARKVILLE FARMER'S MARKET (PFM)		

CONNECTION LOADS

(1/8" Grid)

C1

LEFT BRACE = 6.0 K COMP. FAILS @ 2.331 UR IN COMP.
0.5 K TENS.

RIGHT BRACE = 4.4 K COMP.
1.0 K TENS.

C2

BRACE = 4.4 K COMP. FAILS @ 2.092 UR
1.0 K TENS.

C3

BRACE = 6.0 K COMP. FAILS @ 2.403 UR COMP.
0.5 K TENS.

TOP CHORD = 1.7 K TENS.
1.4 K SHEAR

MIDDLE PEICE = 2.8 K TENS. - FAILS @ 1.455 UR

C4

BOTTOM CHORD = 3.0 K COMP.
0.7 K TENS.
0.5 K SHEAR

C5

BOTTOM CHORD = 5.7 K COMP
0.8 K COMP
0.5 K SHEAR

TOP CHORD = 1.7 K TENS.
1.4 K SHEAR

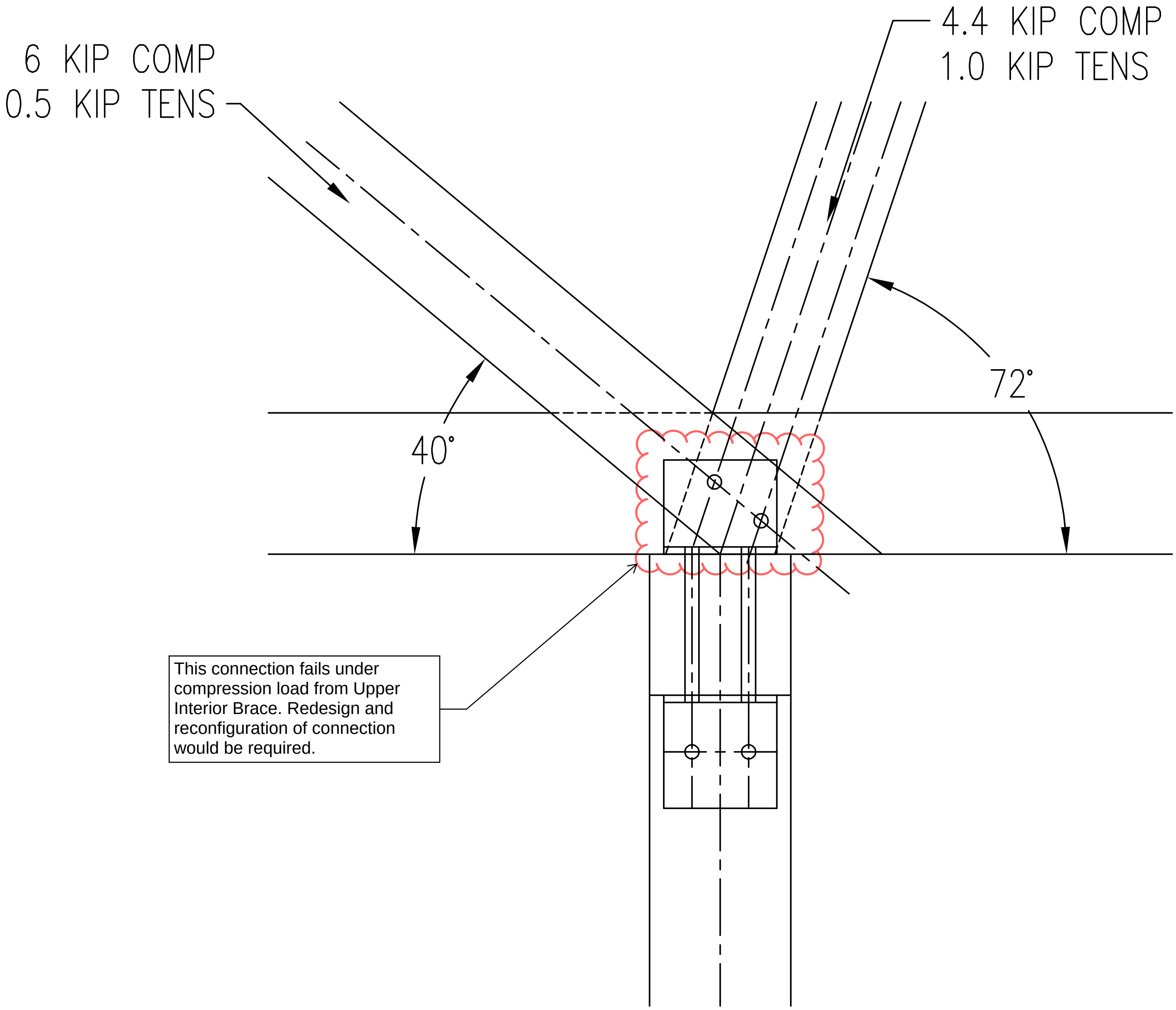
C6

INSIDE BRACE = 1.5 K COMP - FAILS @ 2.337 UR ASSUMING (4) 16d NAILS

OUTSIDE BRACE = 1.4 K COMP 400 lb LONGITUDINAL DIRECTION IS OKAY

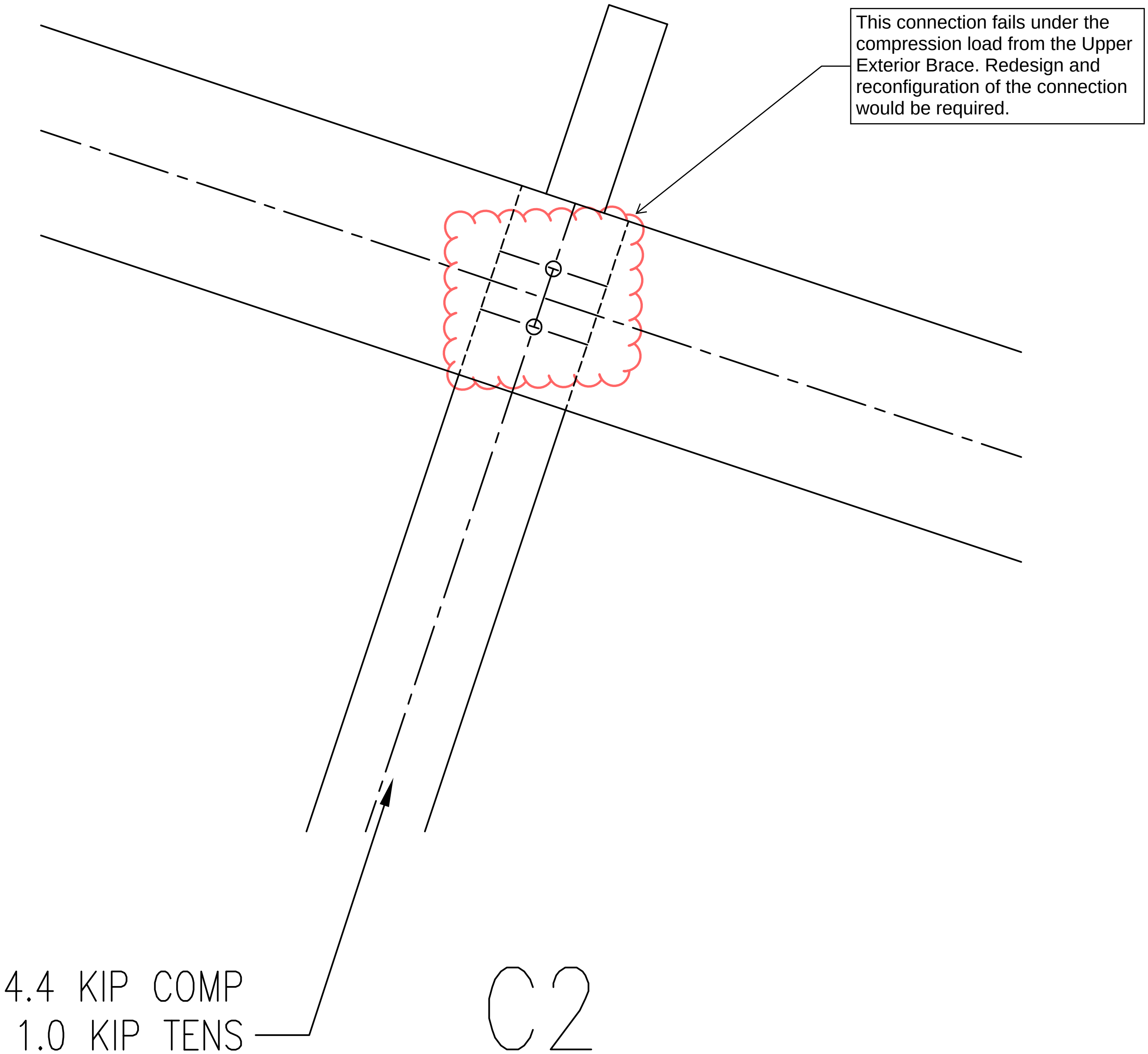
C8

COLUMN BASE = 9.9 K COMP
0.2 K SHEAR
0.5 ft K MOMENT

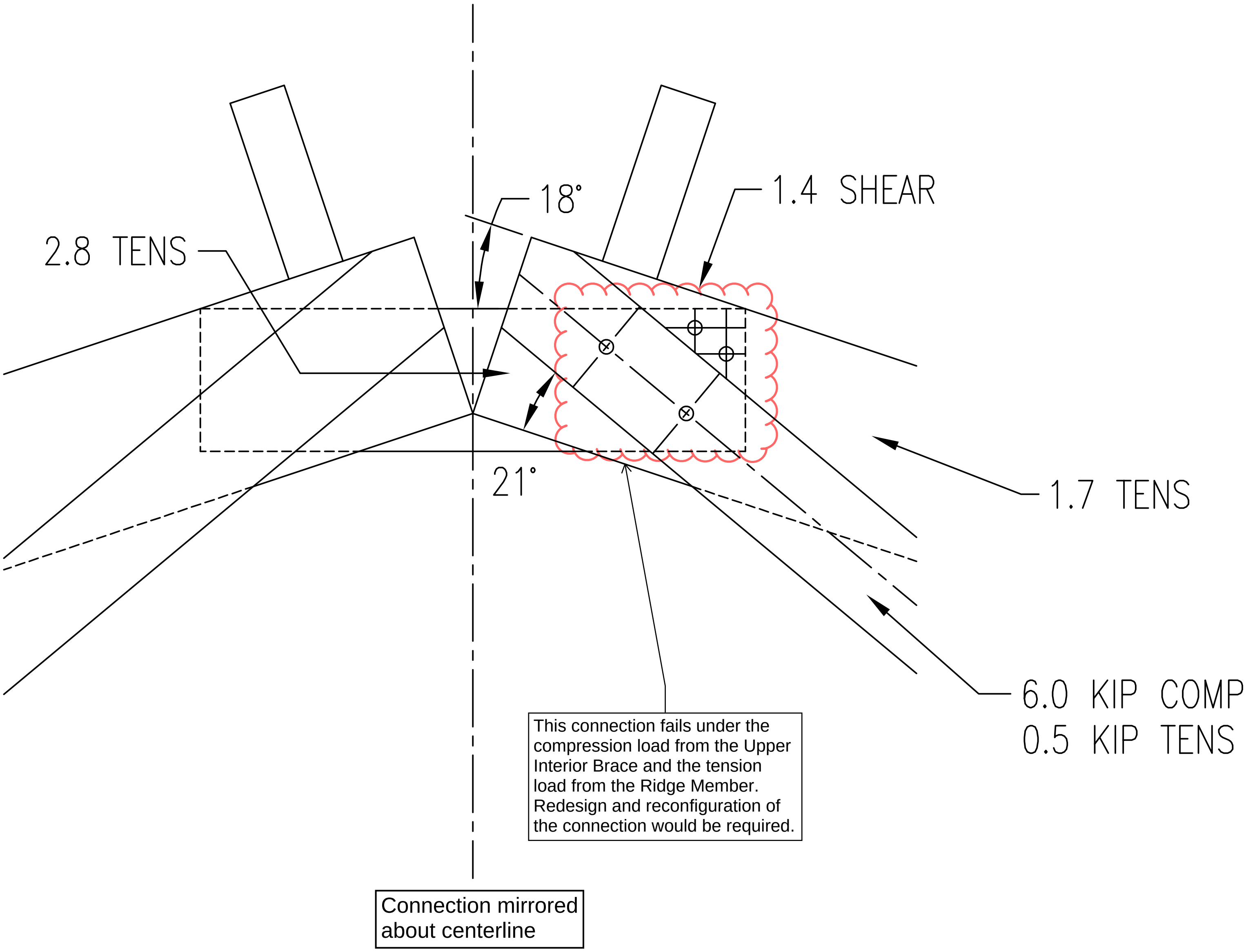


C1

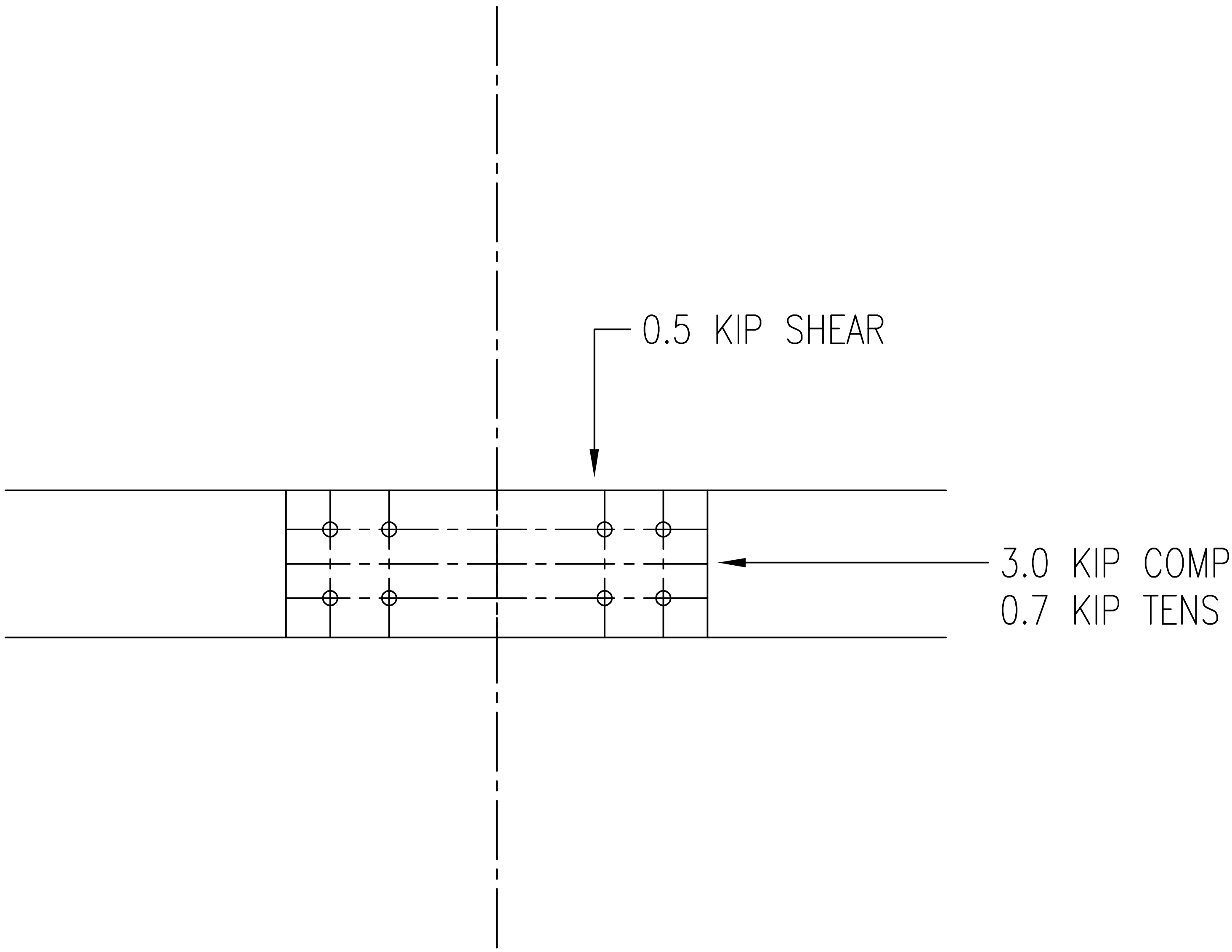
All connections assumed to have 3/4" diameter through bolts as observed in the field unless noted otherwise.



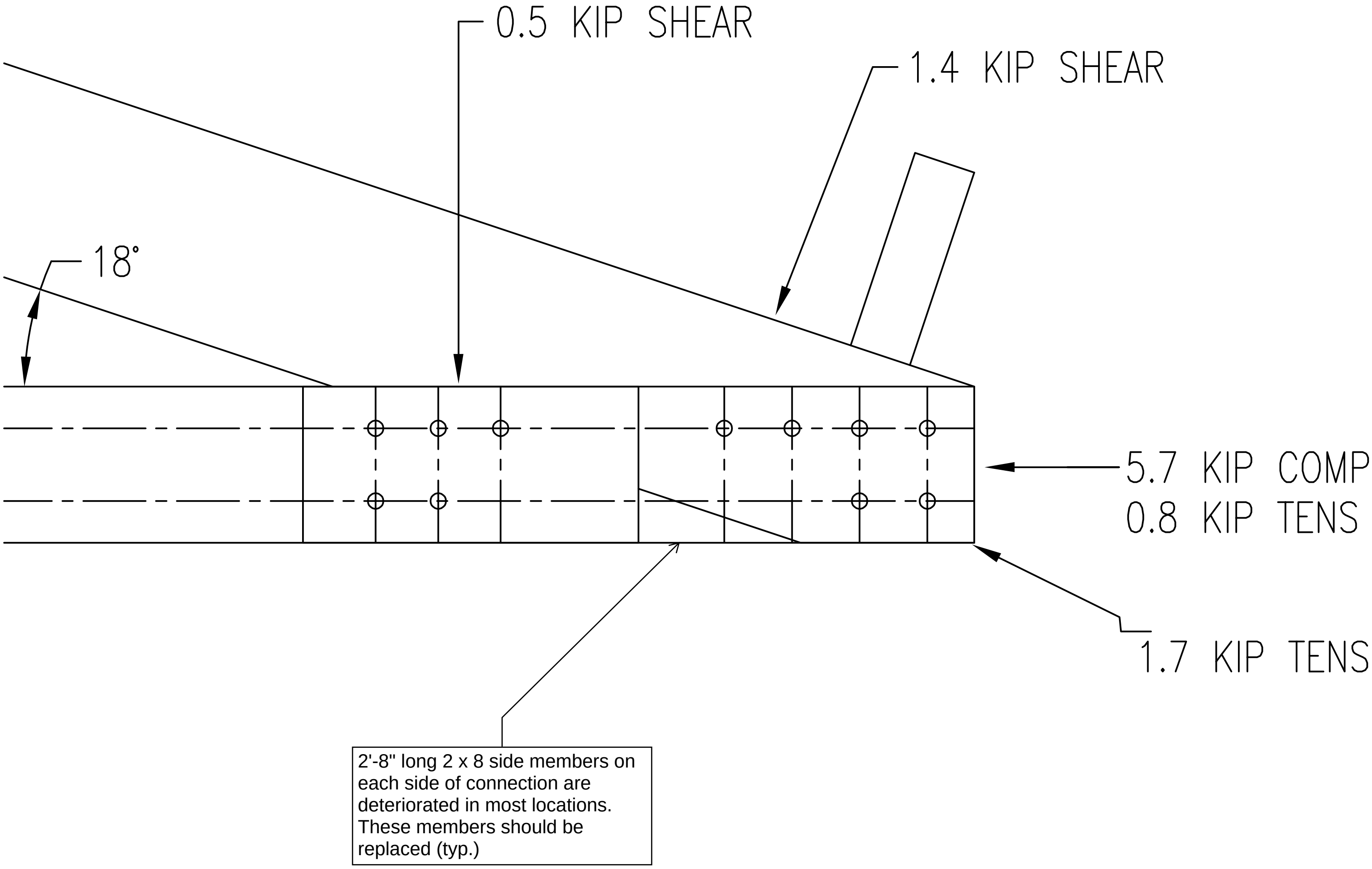
This connection fails under the compression load from the Upper Exterior Brace. Redesign and reconfiguration of the connection would be required.
4.4 KIP COMP
1.0 KIP TENS
C2


2.8 TENS
18°
1.4 SHEAR
21°
1.7 TENS
6.0 KIP COMP
0.5 KIP TENS
This connection fails under the compression load from the Upper Interior Brace and the tension load from the Ridge Member. Redesign and reconfiguration of the connection would be required.
Connection mirrored about centerline

C3

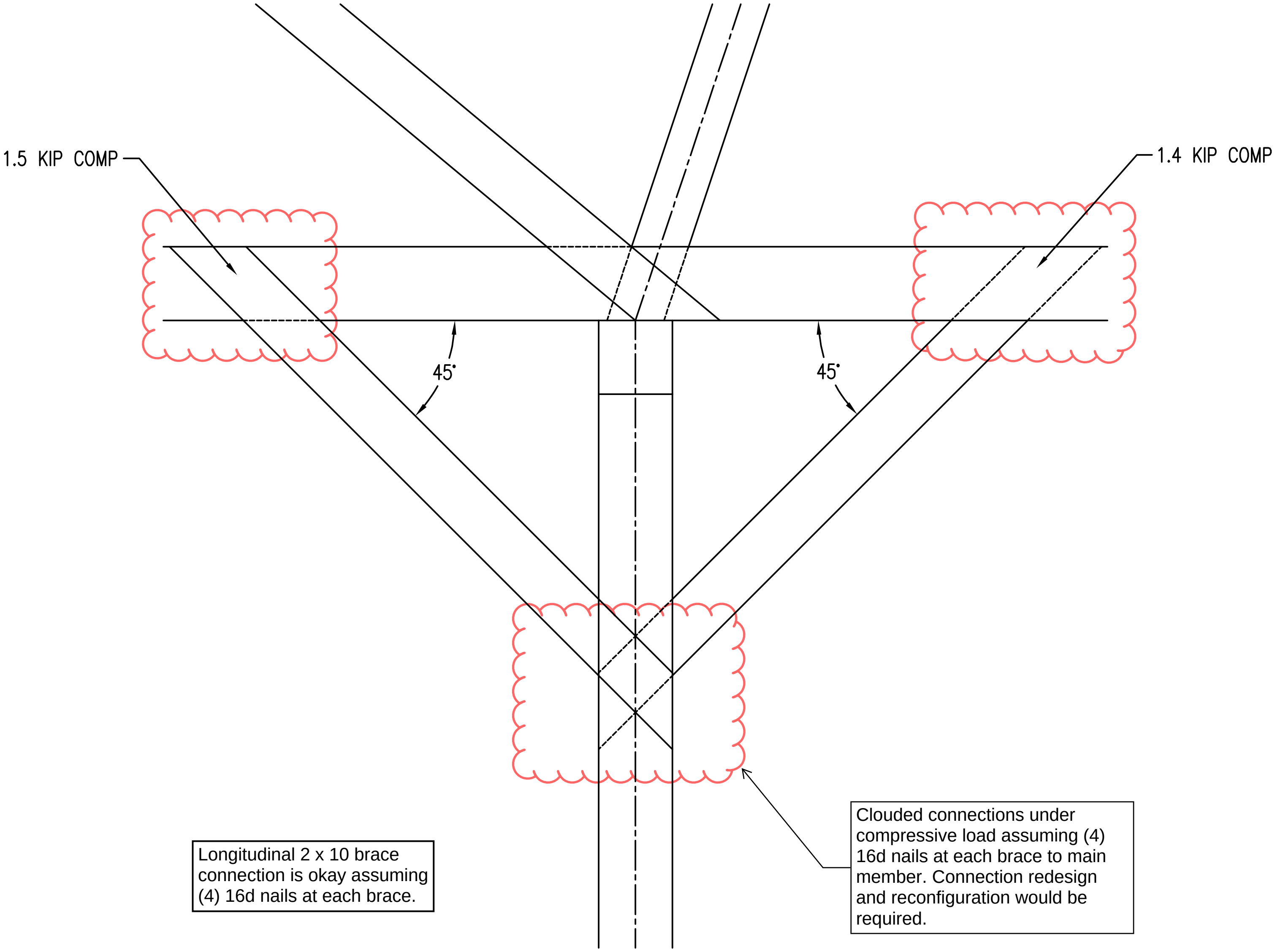


C4



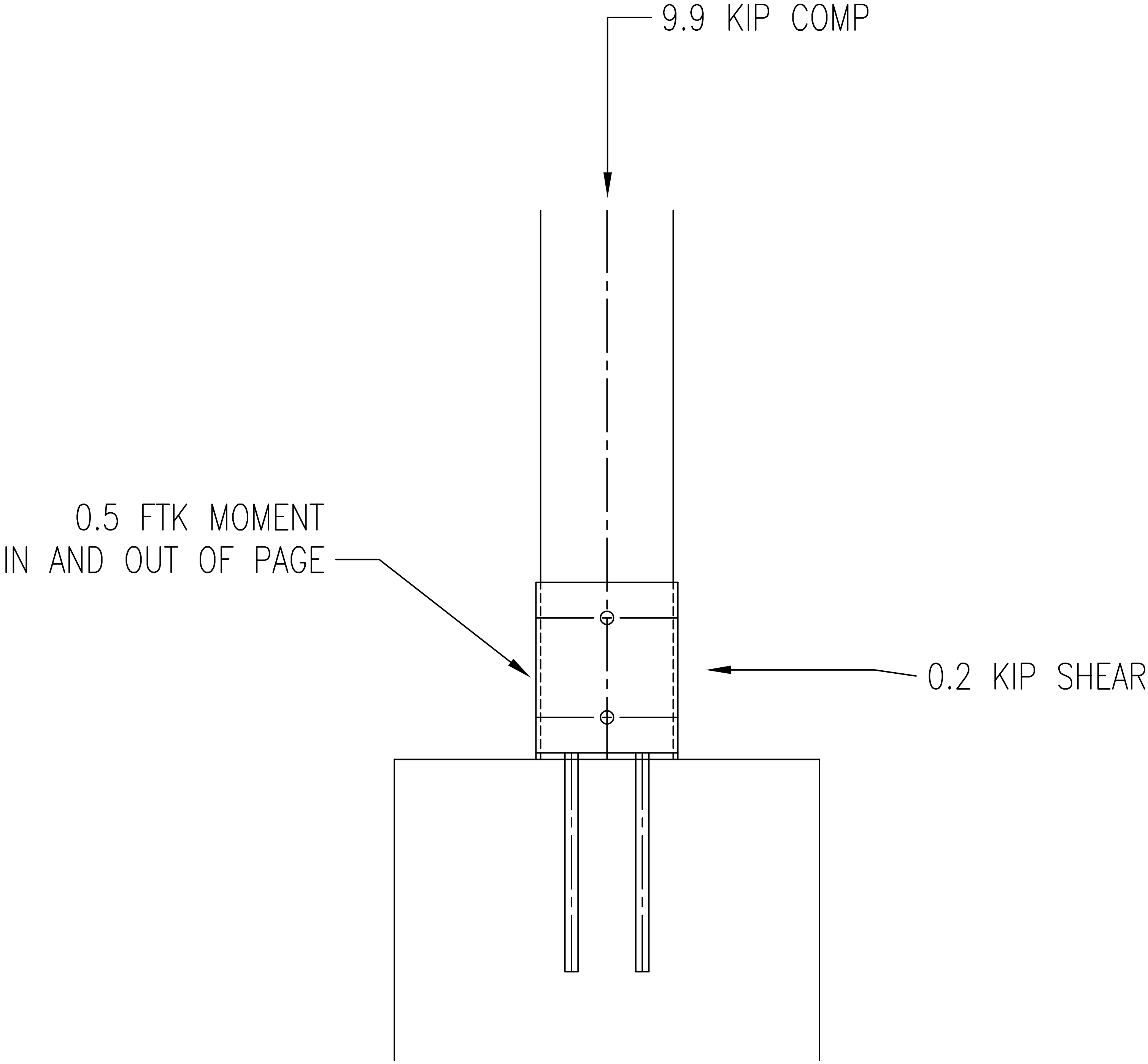
0.5 KIP SHEAR
1.4 KIP SHEAR
18°
5.7 KIP COMP
0.8 KIP TENS
1.7 KIP TENS
2'-8" long 2 x 8 side members on each side of connection are deteriorated in most locations. These members should be replaced (typ.)

C5



1.5 KIP COMP
1.4 KIP COMP
45°
45°
Longitudinal 2 x 10 brace connection is okay assuming (4) 16d nails at each brace.
Clouded connections under compressive load assuming (4) 16d nails at each brace to main member. Connection redesign and reconfiguration would be required.

C6



C8

BBN ARCHITECTS, INC.
OPINION OF PROBABLE CONSTRUCTION COSTS
DATE: March 24, 2022
PROJECT: Farmer's Market Shelter
LOCATION: Parkville, Mo

		Minimum Repairs Remove End Bays Lap Seam Roof	Replace Entire Structure Above Beams Standing Seam Wood Decking	Replace Entire Structure Above Pedestals Standing Seam Wood Decking
Subtotal From Estimate		**172,158**	**591,194**	**606,902**
Sales Tax on Material	**0.00%**	0	0	0
Payroll Taxes and Insurance- Construction	**0.00%**	0	0	0
Sub Bond	**0.00%**	0	0	0
Subtotal		172,158	591,194	606,902
Insurance- Construction	**0.50%**	861	2,956	3,035
General Conditions (On Site Overhead)	**13.00%**	22,381	76,855	78,897
Permits and Fees Allow.	**1.00%**	1,722	5,912	6,069
Subtotal		197,121	676,917	694,903
Performance and Payment Bond	**0.75%**	1,478	5,077	5,212
Subtotal		198,599	681,994	700,115
Remodel Tax	**0.00%**	0	0	0
Subtotal		198,599	681,994	700,115
Overhead and Profit- Construction	**8.00%**	17,270	59,304	60,880
Subtotal		215,869	741,298	760,994
Contingency- Construction (See Below)	**0.00%**	0	0	0
Subtotal		215,869	741,298	760,994
Contingency- Inflation (See Below)	**0.00%**	0	0	0
Subtotal		215,869	741,298	760,994
Design and Engineering Fees	**0.00%**	0	0	0
Subtotal		215,869	741,298	760,994
## **Testing and Inspections**	**0.25%**	540	1,853	1,902
## **Specialty Design (Kitchen, Acoustics, Etc.)**	**0.00%**	0	0	0
## **Geo Tech Surveys**	**$0**	0	0	0
Civil Design	**$0**	0	0	0
## **Site Survey**	**$0**	0	0	0
## **Misc. Site Permits**	**$0**	0	0	0
## **F.F & E. Package**	**0.00%**	0	0	0
## **Owner's Contingency**	**0.00%**	0	0	0
## **Builders Risk Insurance**	**0.25%**	540	1,853	1,902
Subtotal		**216,948**	**745,004**	**764,799**
Order of Magnitude Budget Range				
Low Range	**10.00%**	**$238,643**	**$819,505**	**$841,279**
High Range	**15.00%**	**$249,490**	**$856,755**	**$879,519**

Add Option to Min. Budget
Includes Painting/ Scraping, Bird Netting, New Signage,
New Center Signage Structure, New End Signage Structure,
New Power and Lights, New Standing Seam Roof and Decking **ADD** **$274,724**

EXCLUSIONS
Project Financing
Splash Blocks and Rain Leaders
Furnishings for Shelter
Davis Bacon Wages
Design and Engineering Fees
Replacing of Pedestals
Replacing of Concrete Paving Under Shelter
Fire Protection
Ceiling Fans
Lead Paint Removal
Sales and Remodel Taxes

DISCLAIMER

This opinion of probable construction cost is made on the basis of the Architect's experience and qualifications and represents the best judgment as an experienced and qualified professional generally familiar with the industry. However, since the Architect has no control over the cost of labor, materials, equipment, or services furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions, the Architect cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from this opinion of probable construction costs.

Option 1- Minimum						
Remove End Bays	1152	sf	6.00	$6,912.00	$6,912	$6,912
Asbestos	5184	sf	2.25	$11,664.00	$11,664	$11,664
Double Up Purlins						
3" x10 Purlins - Additional	1080	lf	8.00	$8,640.00	$8,640	
Purlin Clips	120	ea	5.00	$600.00	$600	
Misc. Fasteners	3456	sf	0.50	$1,728.00	$1,728	
Install	3456	sf	5.00	$17,280.00	$17,280	$28,248
Replace 2x6 Truss Braces						
2x6	270	lf	3.00	$810.00	$810	
Install	270	lf	10.00	$2,700.00	$2,700	
2x6 Demo	270	lf	2.00	$540.00	$540	$4,050
New Connections						
C1 Truss to Main Beam	18	ea	250.00	$4,500.00	$4,500	
C2 Truss Brace to Top Chord	18	ea	200.00	$3,600.00	$3,600	
C3 Top Chord to Roof Beam	18	ea	200.00	$3,600.00	$3,600	
C5 End Truss Reinforcement	18	ea	200.00	$3,600.00	$3,600	$15,300
Grid Line B						
Replace (2) 3 x 10 Rafters North Side Top Chord	35	lf	8.00	$280.00	$280	
Install	35	lf	20.00	$700.00	$700	
Remove Purlins	64	lf	5.00	$320.00	$320	
Replace Purlins Existing	64	lf	5.00	$320.00	$320	
Shoring	72	sf	10.00	$720.00	$720	$2,340
Grid Lines E-F						
Replace 8 x 8 Columns - 4	32	lf	20.00	$640.00	$640	
Install	4	ea	500.00	$2,000.00	$2,000	
Remove Purlins	320	lf	5.00	$1,600.00	$1,600	
Replace Purlins Existing	320	lf	5.00	$1,600.00	$1,600	
Replace 8 x 8 Beam	16	lf	20.00	$320.00	$320	
Install	16	lf	20.00	$320.00	$320	
Replace 3x10 Top Chord	36	lf	8.00	$288.00	$288	
Install	36	lf	20.00	$720.00	$720	
Replace 3x8 Bottom Chord	36	lf	6.00	$216.00	$216	
Install	36	lf	20.00	$720.00	$720	
Replace 3x6 Braces	4	lf	5.00	$20.00	$20	
Install	36	lf	15.00	$540.00	$540	
Replace 2x6 Braces	20	lf	3.00	$60.00	$60	
Install	36	lf	15.00	$540.00	$540	
Replace 3x8 Bottom Chord	18	lf	6.00	$108.00	$108	
Install	18	lf	20.00	$360.00	$360	
Shoring	1728	sf	2.00	$3,456.00	$3,456	$13,508
Grid Line G						
Remove Purlins	80	lf	5.00	$400.00	$400	
Replace Purlins Existing	80	lf	5.00	$400.00	$400	
Replace (2) 3x10 Top Chord	36	lf	8.00	$288.00	$288	
Install	36	lf	20.00	$720.00	$720	
Replace 3x8 Bottom Chord	36	lf	6.00	$216.00	$216	
Install	36	lf	20.00	$720.00	$720	
Replace 3x6 Braces	4	lf	5.00	$20.00	$20	
Install	4	lf	15.00	$60.00	$60	

	Replace 2x6 Braces	20 lf	3.00	$60.00	$60	
	Install	20 lf	15.00	$300.00	$300	$3,184
Grid Line H						
	Replace 8 x 8 Columns	8 lf	20.00	$160.00	$160	
	Install	1 ea	500.00	$500.00	$500	
	Shoring	1 ls	500.00	$500.00	$500	$1,160
Remove Roof		3456 sf	2.00	$6,912.00	$6,912	$6,912
New Lap Seam Roofing		3456 sf	15.00	$51,840.00	$51,840	$51,840
Flashings						
	Gutters and Downs	342 lf	12.00	$4,104.00	$4,104	
	Drips	264 lf	4.00	$1,056.00	$1,056	
	Misc	1 ls	3000.00	$3,000.00	$3,000	$8,160
Misc. Blocking		3456 sf	3.00	$10,368.00	$10,368	$10,368
Caulking		3456 sf	0.75	$2,592.00	$2,592	$2,592
New Fascias and Rakes		296 lf	20.00	$5,920.00	$5,920	$5,920
				$172,158	**$172,158**	**$172,158**

Option 2- Replace Everything Above the Beams

Double Up Purlins						
	3" x10 Purlins - Additional	1440 lf	8.00	$11,520.00	$11,520	
	Purlin Clips	160 ea	5.00	$800.00	$800	
	Misc. Fasteners	5184 sf	0.50	$2,592.00	$2,592	
	Install	5184 sf	5.00	$25,920.00	$25,920	$40,832
Replace Structure Above						
	Column Braces 2x6	108 lf	3.00	$324.00	$324	
	Column Braces 2x10	48 lf	5.00	$240.00	$240	
	Main Trusses (2) 3x8 Joists	630 lf	6.00	$3,780.00	$3,780	
	Main Trusses Braces 3x6	72 lf	5.00	$360.00	$360	
	Main Trusse s(2) 2x6 Braces	360 lf	3.00	$1,080.00	$1,080	
	Main Trusses Top Chord (2) 3x10	648 lf	8.00	$5,184.00	$5,184	
	Purlins 3x10	1440 lf	8.00	$11,520.00	$11,520	
	Ridge Beam 3x7	144 lf	6.00	$864.00	$864	
	Fastners	5184 sf	1.00	$5,184.00	$5,184	
	Install	5184 sf	20.00	$103,680.00	$103,680	$132,216
New Connections						
	New Column to Base Connection	18 ea	200.00	$3,600.00	$3,600	
	New Beam to Column Connections	18 ea	250.00	$4,500.00	$4,500	
	C1 Truss to Main Beam	18 ea	200.00	$3,600.00	$3,600	
	C2 Truss Brace to Top Chord	18 ea	200.00	$3,600.00	$3,600	
	C3 Top Chord to Roof Beam	18 ea	200.00	$3,600.00	$3,600	
	C5 End Truss Reinforcement	18 ea	200.00	$3,600.00	$3,600	$22,500
Grid Lines E-F						
	Replace 8 x 8 Columns - 4	32 lf	20.00	$640.00	$640	
	Install	4 ea	500.00	$2,000.00	$2,000	$2,640
Grid Line H						

Replace 8 x 8 Columns	8	lf	20.00	$160.00	$160	
Install	1	ea	500.00	$500.00	$500	$660
New Decking						
2x6 Deck	5184	sf	3.00	$15,552.00	$15,552	
Staining	5184	sf	2.50	$12,960.00	$12,960	
Install	5184	sf	5.00	$25,920.00	$25,920	$54,432
Remove Roof	5184	sf	2.00	$10,368.00	$10,368	$10,368
New Roof- Standing Seam	5184	sf	20.00	$103,680.00	$103,680	$103,680
New Lights and Power	5184	sf	15.00	$77,760.00	$77,760	$77,760
Painting	12000	sf	3.00	$36,000.00	$36,000	
Paint Bases	18	ea	125.00	$2,250.00	$2,250	$38,250
Bird Netting	5184	sf	2.00	$10,368.00	$10,368	$10,368
Asbestos	5184	sf	2.25	$11,664.00	$11,664	$11,664
New Fascias and Rakes	360	lf	20.00	$7,200.00	$7,200	$7,200
New Signage Structure on Top	1	ls	15000.00	$15,000.00	$15,000	$15,000
New End Signage Structures	2	ea	7500.00	$15,000.00	$15,000	$15,000
Signage Allowance	1	ls	20000.00	$20,000.00	$20,000	$20,000
Caulkiing	5184	sf	0.75	$3,888.00	$3,888	$3,888
Misc. Blocking	5184	sf	3.00	$15,552.00	$15,552	$15,552
Flashings						
Gutters and Downs	406	lf	12.00	$4,872.00	$4,872	
Drip Flashings	328	lf	4.00	$1,312.00	$1,312	
Misc	1	ls	3000.00	$3,000.00	$3,000	$9,184
				$591,194	**$591,194**	**$591,194**

Option 3- Replace Everything Above the Pedestals

Double Up Purlins						
3" x10 Purlins - Additional	1440	lf	8.00	$11,520.00	$11,520	
Purlin Clips	160	ea	5.00	$800.00	$800	
Misc. Fasteners	5184	sf	0.50	$2,592.00	$2,592	
Install	5184	sf	5.00	$25,920.00	$25,920	$40,832
Replace Structure Above						
New 8x8 Columns	144	lf	20.00	$2,880.00	$2,880	
New 8 x8 Beams	288	lf	20.00	$5,760.00	$5,760	
Column Braces 2x6	108	lf	3.00	$324.00	$324	
Column Braces 2x10	48	lf	5.00	$240.00	$240	
Main Trusses (2) 3x8 Joists	630	lf	6.00	$3,780.00	$3,780	
Main Trusses Braces 3x6	72	lf	5.00	$360.00	$360	
Main Trusse s(2) 2x6 Braces	360	lf	3.00	$1,080.00	$1,080	
Main Trusses Top Chord (2) 3x10	648	lf	8.00	$5,184.00	$5,184	

Purlins 3x10	1440	lf	8.00	$11,520.00	$11,520	
Ridge Beam 3x7	144	lf	6.00	$864.00	$864	
Fastners	5184	sf	1.00	$5,184.00	$5,184	
Install	5184	sf	22.00	$114,048.00	$114,048	$151,224
New Connections						
New Column to Base Connections	18	ea	200.00	$3,600.00	$3,600	
New Beam to Column Connections	18	ea	250.00	$4,500.00	$4,500	
C1 Truss to Main Beam	18	ea	200.00	$3,600.00	$3,600	
C2 Truss Brace to Top Chord	18	ea	200.00	$3,600.00	$3,600	
C3 Top Chord to Roof Beam	18	ea	200.00	$3,600.00	$3,600	
C5 End Truss Reinforcement	18	ea	200.00	$3,600.00	$3,600	$22,500
New Decking						
2x6 Deck	5184	sf	3.00	$15,552.00	$15,552	
Staining	5184	sf	2.50	$12,960.00	$12,960	
Install	5184	sf	5.00	$25,920.00	$25,920	$54,432
Caulking	5184	sf	0.75	$3,888.00	$3,888	$3,888
Misc. Blocking	5184	sf	3.00	$15,552.00	$15,552	$15,552
Remove Roof and Structure	5184	sf	2.00	$10,368.00	$10,368	$10,368
New Roof- Standing Seam	5184	sf	20.00	$103,680.00	$103,680	$103,680
Flashings						
Gutters and Downs	406	lf	12.00	$4,872.00	$4,872	
Drip Flashings	328	lf	4.00	$1,312.00	$1,312	
Misc	1	ls	3000.00	$3,000.00	$3,000	$9,184
New Lights and Power	5184	sf	15.00	$77,760.00	$77,760	$77,760
Painting	12000	sf	3.00	$36,000.00	$36,000	
Paint Bases	18	ea	125.00	$2,250.00	$2,250	$38,250
Signage Allowance	1	ls	20000.00	$20,000.00	$20,000	$20,000
Bird Netting	5184	sf	2.00	$10,368.00	$10,368	$10,368
Asbestos	5184	sf	2.25	$11,664.00	$11,664	$11,664
New Fascias and Rakes	360	lf	20.00	$7,200.00	$7,200	$7,200
New Signage Structure on Top	1	ls	15000.00	$15,000.00	$15,000	$15,000
New End Signage Structures	2	ea	7500.00	$15,000.00	$15,000	$15,000
				$606,902	**$606,902**	**$606,902**

ADD OPTIONS BUDGETS

Standing Seam Roof Alternate

2x6 Deck	3456	sf	3.00	$10,368.00	$10,368	
Staining	3456	sf	2.50	$8,640.00	$8,640	
Install	3456	sf	5.00	$17,280.00	$17,280	
Add Standing Seam Roofing	3456	sf	20.00	$69,120.00	$69,120	
Deduct Lap Seam Roofing	3456	sf	-15.00	-$51,840.00	-$51,840	$53,568
New Lights and Power	3456	sf	15.00	$51,840.00	$51,840	$51,840
Painting	9000	sf	3.00	$27,000.00	$27,000	
Paint Bases	18	ea	125.00	$2,250.00	$2,250	$29,250
Bird Netting	3456	sf	2.00	$6,912.00	$6,912	$6,912
Signage Allowance	1	ls	20000.00	$20,000.00	$20,000	$20,000
New Signage Structure on Top	1	ls	15000.00	$15,000.00	$15,000	$15,000
New End Signage Structures	2	ea	6500.00	$13,000.00	$13,000	$13,000
					ST	$189,570
				Markup	1.4491943	**$274,724**

ITEM 4.A.
For 4/13/2022
Community Land and Recreation Board Meeting

CITY OF PARKVILLE
Policy Report

Date: April 11, 2022

Prepared By:
Alysen Abel, Public Works Director

Reviewed By:
Alexa Barton, City Administrator

ISSUE:
Approve the Parks Director job description (Administration)

BACKGROUND:
The City of Parkville maintains over 200 acres of parkland. The two large parks include English Landing and Platte Landing Parks. Parks is currently under the Public Works Department and overseen by the Public Works Director. There are currently three full-time staff members, and up to four seasonal laborers who work specifically on the daily operations in the parks.

The 2016 Parks Master Plan included a recommendation to hire a Parks Director once more elements from the Parks Master Plan were implemented. With the adoption of the 2022 Budget and Capital Improvements Program, the Board of Aldermen approved funding for a Parks Director. The funding includes salary and benefits for approximately 6 months, with the assumption that a Parks Director would be hired in Summer 2022.

The Parks Director Job Description has been drafted and is included as Attachment 1. Staff has presented the job description to the Finance Committee, they recommended presenting the draft to the Community Land and Recreation Board (CLARB) prior to presenting to the Board of Aldermen.

Once the job description is approved, staff plans to post this information through various parks, city administration and public works associations to reach a broader audience. The job description will also be posted on the City's website for anyone local who is interested in applying.

BUDGET IMPACT:
The 2022 Budget includes funding for the Parks Director.

ALTERNATIVES:
1. Approve the job description for the Parks Director.
2. Provide feedback to staff related to the Parks Director position.
3. Postpone this item.

STAFF RECOMMENDATION:
Staff recommends approval of the job description for the Parks Director.

POLICY:
Parkville Municipal Code Section 150.050(A) directs CLARB to act in an advisory capacity to the Board of Aldermen to develop and administer a writer plan for the care, preservation, pruning,

planting, replanting, and removal or disposition of trees and shrubs along streets and in other public areas. As CLARB serves in an advisory capacity, its recommendations must be approved by the Board of Aldermen.

SUGGESTED MOTION:
I move to recommend that the Board of Aldermen approve the job description for the Parks Director.

ATTACHMENTS:
1. Parks Director_Job Description_April2022

CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0013

CITY OF PARKVILLE JOB DESCRIPTION
Parks and Recreation Director

Title: Parks and Recreation Director

Department: Parks

Supervisor: City Administrator

FLSA Status: Exempt

Pay Range: $68,882 - $84,675

Schedule: 8:00 a.m. – 5:00 p.m., Monday - Friday, evening meetings and other hours as needed

This description is meant to represent a body of work typically performed in this position but does not necessarily represent all the duties which may be assigned to the incumbent in the position. The incumbent is responsible for performing miscellaneous duties as needed or assigned.

Overview: The city of Parkville has multiple parks and site responsibilities within the city. Parks include:

English Landing Park, Platte Landing Park, Parkville Nature Sanctuary, Sullivan Nature Sanctuary, Neighborhood Parks (Adams Park, Pocket Park, and Watkins Park), and associated dog parks and trails.

General statement of main duties: The Parks and Recreation Director will:

- Manage, direct, coordinate, and have oversight of Parks, Recreation and Special Events.
  - Lead and mentor team of full-time, part-time, and volunteer staff.
  - Coordinate various recreation programs, passive and active, and special events, including outside organizations, such as:
    - Community Sports Organizations as well as the General Public.
    - Main Street Parkville Association,
    - Park Hill School District,
    - Park University
  - Facilitate use of all City athletic resources with community sports organizations.
  - Vision/action to create vibrant spaces out of underused areas with parks and open spaces, such as landscaping city facility(ies), and trail head/entry signage.
- Serve as liaison to advisory board: Community Land and Recreation Board (CLARB).
- Provide highly-responsible and complex administrative support to the City Administrator.
- Manage the Department Budget.
- Provide staff support to City Board of Aldermen, Commissions and Committees.

Minimum Qualifications:
Knowledge of modern principles of park planning and design, and modern principles and methods for developing and implementing recreation, social, and leisure activities for children and adults.
Familiarity with Federal, State, County, and City laws, codes, policies, regulations, and guidelines affecting recreation programs and activities, including Missouri Department of Natural Resources, Missouri Department of Conservation, Missouri Corps of Engineers, and Mid-America Regional Council.
Know and have applied the principles of human resource management, supervision, training, and performance evaluation.
Promote the principles of facility supervision, facilitation, and maintenance.
Technology skillset related to Microsoft Office and familiarity with registration management software for sports leagues, recreational facilities, and volunteer-based organizations

Education and Experience:
The position requires an accredited Bachelor's degree in parks & recreation, public administration or a related field and 5 years of senior executive management experience in a similar size or larger setting. Related degrees in Forestry, Biology or equivalent will be considered. Preference given, but not required, for a Certified Park and Recreation Professional and/or an accredited Master's degree. The Director must maintain a valid driver's license.

Essential Job Duties and Responsibilities (In addition to General Statement of Main Duties above):

1. Assume full management responsibility for Parks and Recreation Department services and activities including operations and maintenance (previously under the Public Works Director)
    a. co-lead w/Public Works Director, construction and engineering of parks and associated sites. (as needed)
2. Serve as a resource to other city departments for parks and recreation expertise. (weekly)
3. Provide cross departmental support during emergencies and special events. (as needed)
4. Plan, direct and coordinate Park Department goals and improvement projects (daily);
5. Explain, justify and preserve Parks and Recreation Department programs, policies, and activities to the City Administrator, Mayor, Board of Aldermen, and general public; negotiate and resolve sensitive and controversial issues. (monthly)
6. Provide staff assistance to the City Administrator; prepare and present staff reports and other necessary correspondence for the Board of Aldermen and committee meeting packets. (weekly)
7. Represent the Parks and Recreation Department to outside agencies/organizations such as Parkville Main Street, Platte County, Missouri Department of Conservation (MDC), Missouri Department of Natural Resources (MoDNR), and the Mid-America Regional Council (MARC). (as needed)
8. Assess and monitor the City's parks related infrastructure to recommend the adequate level of maintenance, both for existing infrastructure and new developments. (quarterly)
9. Monitor/manage condition of ornamental and turf surfaces, pest management, and wetlands management (as needed)
10. Promptly respond to and resolve difficult and sensitive citizen inquiries and complaints. (as needed)
11. Oversee department related grant, contract and project administration for Parks projects, as well as make applications to related agencies.

12. Participate in disaster planning and mitigation including flood control and health department epidemic control activities. (as needed)
13. Supervise the Parks Superintendent (1), Nature Sanctuary Director (1), Parks Laborers (2), seasonal staff (2-5), and Parks Project Manager (0.5). (daily)
14. Performs other related duties as assigned by State Statute, City ordinance, the Municipal Code or by City Administrator. (as needed)

Required Knowledge, Skills and Abilities:

- Operational characteristics, services and activities of a comprehensive parks, recreation, trails and nature sanctuary program(s).
- Demonstrates the experience, maturity and ability to work effectively with the community, intergovernmental relations and interact with other jurisdictions and agencies with an emphasis on customer service.
- Management skills to analyze programs, policies and operational needs.
- Knowledge of construction and maintenance techniques for long-term utilization of parks grounds.
- Understand principles of supervision, training and performance evaluations.
- Pertinent Federal, State and local laws, codes and regulations.
- Follow all safety rules and regulations of the department to which assigned.
- Knowledge of modern office procedures, including skill in the use of office equipment and technology.
- Strong communication skills. Ability to produce and verbally present grammatically correct and factual written reports, records, and correspondence.
- Ability to perform with evolving priorities and to effectively communicate changing needs and timelines.

Work Environment and Equipment Utilized: Standard office equipment and Microsoft Office software, automated park utilization reservation form is utilized routinely in the job, and the work is mostly performed in a typical office environment with numerous park site location visits. Director must be able to work in various outdoor climate conditions as needed to perform on-site direction and/or inspections.

______________________________ Employee Signature/Date	______________________________ Matthew Chapman Signature/Date Finance/HR Director

____

Alexa Barton Signature/Date
City Administrator

Created 04-2022

CITY OF PARKVILLE
Policy Report

Date: April 9, 2022

Prepared By:
Alysen Abel, Public Works Director

Reviewed By:
Jeffery Rhodes, Asst. to City Administrator

ISSUE:
Approve Change Order No. 1 with SGI Construction for the Pocket Park Phase 2 Improvements (Public Works)

BACKGROUND:
In late 2020, the Board of Aldermen approved the Pocket Park Master Plan. Since that time, staff has been working on the safety upgrades to Pocket Park, which include the replacement of the stairs on the south side and improvements to the frontage along Main Street.

On September 21, 2021, the Board of Aldermen approved a construction agreement with SGI to reconstruct the stairs and relocate the Grigsby Statue. The contract was awarded in the amount of $104,815.

There were some initial delays with the project due to coordination with adjacent property owners and planned events downtown. The contractor was not able to work during the winter months due to the shutdown of many concrete plants. During this time, staff evaluated the need to move the Bill Grigsby statue. There are some additional structural and geotechnical concerns related to relocating the statue to the upper level of Pocket Park. In an effort to move forward with the replacement of the stairs, staff recommends waiting to relocate the statue until a later date.

The ideal time to start the reconstruction of the stairs is after the Easter weekend because the Main Street Parkville Association will be hosting the Easter Bunny in Pocket Park. The contractor is ready to start on Monday, April 18th.

The contract was bid in September 2021. Since that time, gas prices have increased and material supplies have become limited. This results in a higher cost of materials. The delays in construction have been related to the City, not the contractor. It was not intended that the project schedule would extend out this far. Staff reached out to the contractor to determine the actual material price increases in the past eight months, since August 2021.

Change Order No. 1 reflects the material price increase and reduction in contract to remove the relocation of the Grigsby Statue. The total contract adjustment is in the amount of $14,187, adjusting the total price of the contract to $119,002. When the project was bid on August 31st, there were three contractors who bid on the project. SGI was the low bidder at $104,815, while MegaKC was the next low bidder at $122,828. Even with the adjustment for the material price increases, SGI is still the low bidder.

BUDGET IMPACT:
The Parks Sales Tax receives approximately $500,000 per year in sales tax. There is funding available in the Capital Improvements Program to cover the additional cost of $14,187 associated with this change order.

ALTERNATIVES:
1. Approve Change Order No. with SGI to reflect the material price increases due to City-related schedule delays.
2. Provide direction to staff related to the Pocket Park stair reconstruction project.
3. Postpone this item.

STAFF RECOMMENDATION:
Staff recommends approval of a change order with SGI associated with the materials costs caused by the project delays.

POLICY:

The Purchasing Policy, Resolution No. 17-016, requires Board of Aldermen approval for all purchases above $10,000 upon recommendation of the Finance Committee.

SUGGESTED MOTION:
I move to recommend that the Board of Aldermen approve Change Order No. 1 with SGI for the Pocket Park Phase 2 Improvements in the amount of $14,187.

ATTACHMENTS:
1. SGI - Pocket Park Change Order No. 1

Change Order 1

PROJECT (*Name and address*): 2021 Pocket Park – New Exterior Stairs & Relocation of Statue	**CHANGE ORDER NUMBER:** 1 **DATE:** 4/19/2022
TO CONTRACTOR (*Name and Address*): SGI –Southtown Glass Inc.	**PROJECT NO.:** __________________ **CONTRACT DATE:** 9/21/2021

THE CONTRACTOR IS CHANGED AS FOLLOWS:

The original Contract Sum was	$	104,815.00
The net change by previously authorized Change Orders	$	0.00
The Contract Sum prior to this Change Order was	$	0.00
The Contract Sum will be decreased by this Change Order in the amount of	$	14,187.00
The new Contract Sum including this Change Order will be	$	119,002.00

The Contract Time will be increased.
The date of Substantial Completion as of the date of this Change Order is August 31, 2022.

This Change Order represents a complete and final resolution of all matters concerning or arising out of the work described in the Change Order, including any impact, delay, disruption and/or acceleration of work unless specifically identified herein.

NOT VALID UNTIL SIGNED BY THE CONTRACTOR AND OWNER.

SGI	CITY OF PARKVILLE
CONTRACTOR (*Firm name*)	**OWNER** (*Firm Name*)
P.O. Box 90, Liberty, MO 64069	8880 Clark Ave., Parkville, MO 64152
ADDRESS	**ADDRESS**
[signature]	
BY (*Signature*)	**BY** (*Signature*)
Mike Wilson, President	
(*Typed name*)	(*Typed name*)
4-1-22	
DATE	**DATE**

2021 POCKET PARK – NEW EXTERIOR STAIRS AND RELOCATION OF STATUE
3-25-22 PROPOSAL FOR MISC SCOPE CHANGES

- EXTEND COMMENCEMENT DATE FROM SEPTEMBER 21, 2021 TO APRIL 18, 2022 AND EXTEND COMPLETION DATE FROM DECEMBER 8, 2021 TO JULY 1, 2022 FOR ALL WORK EXCLUDING NEW HANDRAILS; EXTEND COMPLETION DATE FOR NEW HANDRAILS TO AUGUST 31, 2022
    - INCREASE FOR SPRING SUMMER WORK 2022 VS. FALL WORK 2021 ADD $7,337 (THAT'S A MODEST AND VERY REASONABLE 7% INCREASE IN OUR BID PRICE)
    - INFLATIONARY PRICE INCREASE FOR CONCRETE ADD $2,500
    - INFLATIONARY PRICE INCREASE FOR FUEL ADD $1,500
    - INFLATIONARY PRICE INCREASE FOR HANDRAILS ADD $3,500
    - INFLATIONARY PRICE INCREASE FOR FORM LUMBER AND CONCRETE ACCESSORIES ADD $1,250
- CITY TO RE-ROUTE ALL FOOT TRAFFIC AND DIVERT AROUND THE WORK SITE DURING THE CONTRACT PERIOD.
- DELETE STATUE AND PAVER RELATED WORK DEDUCT ($1,900)

LUMP SUM ADD $14,187

SGI
P.O. Box 90
LIBERTY, MO 64069-0090

CITY OF PARKVILLE · 8880 Clark Avenue · Parkville, MO 64152 · (816) 741-7676 · FAX (816) 741-0013

CITY OF PARKVILLE
Memorandum

Date: April 4, 2022

To: Community Land and Recreation Board Members

From: Alysen Abel, Public Works Director

CC: Tom Barnard, Parks Superintendent

RE: March 2022 Parks Activity Report

The following Parks-related activities took place during March 2022:

- Busch Drive Improvements: Dirt was stockpiled and placed in the middle of the cul-de-sac. The dirt was leveled. The curbs were formed, poured and finished around the base. Masonry work on the wall was completed.
- Snow Operations: There was a snow event on March 10th. Staff performed snow cleanup, trucks and equipment cleaned, spreaders greased and blades removed. Snow shovels, salt bags and spreaders removed from City Hall at the end of the snow season.
- Ballfield Maintenance: Grigsby Field base pegs were located and field groomed. Ballfield 3 dugout windscreens were secured. All ballfields were groomed. Pitching mound work performed at Grigsby Field. Grigsby Field and Ballfield 3 were fertilized. Backflow installed.
- ELP Restroom Maintenance: The drain was snaked and backup was cleared.
- Mower Maintenance: The mowers were serviced, oil changed, blades sharpened and greased.
- Dog Park Maintenance: Seeding was done in the Large Dog Park. Dog park gate latch was repaired. Temporary fence was secured. Awnings were repaired after patrons left the screens down in high winds.
- Tree Maintenance: Tree trimming and preventative maintenance was performed on the west end of the PLP trail.
- Seasonal Employees: Two seasonal employees were hired in March.
- Uniloader Maintenance: The Uniloader was washed out, radiator removed and repaired. Parts were purchased and service was performed.
- Traffic Control Maintenance: Barricades were repaired.
- Shelter Maintenance: Shelters were powerwashed and grills cleaned.
- Basketball Court Maintenance: Deeper sawcuts were made to the basketball court to provide better drainage.
- Restroom Maintenance: Restrooms are power washed, deep cleaned and stocked daily.

VIKING FIELD USE AGREEMENT

This Use Agreement is made and entered into this 18th day of February, 2014 by and between the City of Parkville, Missouri, a municipality of the fourth class, hereinafter called "the City," and the Parkville Vikings Football Club, a Missouri not-for-profit corporation, hereinafter called "the Vikings."

WHEREAS, The City owns the land generally located at the southwest corner of River Road and Hwy FF, addressed at 12398 NW Highway FF, Parkville, Platte County, Missouri, 64152, known as Viking Field, as further described in Exhibit A, attached hereto and incorporated by reference, hereinafter the "Premises"; and,

WHEREAS, The City desires to allow the Vikings to use the field for youth recreational programming and the latter desires to use the same with permission from the City in accordance with the following terms; and,

WHEREAS, this Agreement totally replaces any pre-existing arrangements, verbal or written, between the City and the Vikings related to the use of the Premises.

NOW THEREFORE, The City agrees to allow the Vikings to use the Premises, as follows:

1. **Term.** The term of this Agreement shall be for a period beginning on the date of the signing of this Agreement and running until December 31, 2018. The Agreement shall automatically renew on January 1, 2019 and on January 1, 2022, and on January 1, 2025, thereafter, for up to three (3) successive periods of three years (3) years, unless either party terminates the Agreement by written notice to the other party at least one hundred eighty days (180) before the renewal.

2. **Premises.** The Premises governed by this Agreement shall include all improvements and fixtures thereon, which shall remain the property of the City at the termination of this Agreement. The Vikings shall retain title to all personal property which it owns and which is located on the premises. The City is not responsible for security or maintenance of the personal property of the Vikings. At the sole discretion of the City, the Vikings shall remove, at their own expense, all improvements, fixtures, and personal property from the Premises at the termination of the Agreement.

3. **Grant of Use**. The Vikings shall be scheduled to use the Premises for youth sports programming during the period from August 1 to November 30 of each year throughout the term of this Agreement. The City will not grant use of the Premises to other users during this period. During the period from December 1 to July 31 the City may schedule use of the Premises for other users. Before scheduling other uses, the City agrees to consult with the Vikings to determine any special considerations for the maintenance and preservation of the field turf, but the final decision will be made in the sole discretion of the City. The Vikings are granted access to the Premises for maintenance purposes during the period from December 1 to July 31 so long as such access does not interfere with other uses authorized by the City. If other uses are authorized, the City agrees to return the Premises, at its sole expense, to the same or better condition on August 1 of each year as it was on August 1 of the previous year.

4. **User Fee.** The Vikings shall not be obligated to pay any user fee to the City. The consideration to the City for entering into this Agreement is the benefits derived by the citizens of the City of Parkville, Missouri, from the programs provided by the Vikings and the ongoing maintenance of the premises. The Vikings agree to provide youth sports programs for tackle football, flag football, and cheerleading, or other similar programming, through the term of this Agreement.

5. **Utilities.** During its use of the Premises, Vikings shall pay for all utilities to the Premises including, but not limited to, water, sewer, electricity, gas, and trash. The Vikings acknowledge that, for an undetermined period of time prior to the execution of this Agreement, the Vikings used the City's

water service to irrigate the Premises for the Vikings use, without formal approval from the City. The Vikings agree to make restitution for this water use in the amount of one thousand dollars ($1,000), payable on or before August 1, 2014. Upon execution of this agreement, the City will install a private meter on the City's water service line connected to the hydrant on the Premises. The Vikings will reimburse the City for the actual cost of the meter which is estimated to be two thousand dollars ($2,000). The City will invoice the Vikings annually after November 30 for the City's actual water bills for service to the Premises during the Vikings use of the Premises, plus an administrative fee equal to five percent (5%) of water bills. The administrative fee is considered reimbursement for the City's costs associated with maintaining the water service and billing.

6. **Insurance**. The City shall procure and maintain property insurance covering the land and improvements only. The Vikings shall maintain a policy of insurance to cover personal property which it owns and which is located on the Premises. The Vikings shall also keep in force, at the Vikings' expense, as long as this Agreement shall remain in effect, Commercial General Liability Insurance in a responsible company, authorized to do business in the State of Missouri, with respect to the Premises with coverage in a minimum amount of one million dollars ($1,000,000) per occurrence and two million dollars ($2,000,000) aggregate. The Vikings will provide a copy of such certificate of liability insurance to the City on or before the anniversary date of this Agreement each year. The Vikings shall notify the City if such insurance is threatened to be canceled or expired.

   The Vikings shall secure the endorsement in the name of the City as an additional insured, on such liability insurance policy, without additional expense to the City. The Vikings will indemnify the City and save the City harmless from and against any and all claims, actions, damages, liabilities and expenses in connection with the loss of life, personal injury, theft, vandalism or damages to property arising out of or from the use of the Premises by the Vikings, provided, however, the Vikings will not be liable to the City on any claim, to the extent it is caused by the negligence of the City, or its agents or employees. Failure of the Vikings to maintain adequate coverage shall not relieve it of any contractual responsibility or obligation, including but not limited to, the indemnification obligation.

7. **Maintenance and Repairs.** During its use of the Premises, the Vikings shall be responsible for maintenance and repair of the Premises, including maintaining the field turf in a manner that is safe and presentable for program participants. In the event of significant flood or other damage to the Premises, the City will perform repairs in its sole discretion. In the event the Vikings desire repairs that would not otherwise be performed by the City, the Vikings will assume the costs of any repairs that exceed applicable insurance proceeds, including the City's insurance deductible.

8. **Entry Upon the Premises.** The Vikings agree to permit the City, or its authorized agent, to enter the Premises at all times, on reasonable notice, for the purpose of inspecting to ensure compliance with the terms of this Agreement. In addition, the Vikings will maintain a public ingress-egress easement across the driveway of the Premises to provide access to City property south of the Premises.

9. **Alterations by the Vikings.** No alterations or structural improvements shall be made by the Vikings to the Premises during the term hereof without the prior written consent of the City. All approved alterations will be made at the sole expense of the Vikings and are subject to applicable regulations including, but not limited to, zoning, building codes, building permits, building inspections, and flood plain regulations. The City acknowledges that the useful life of certain improvements desired by the Vikings may exceed the term of this Agreement. The City agrees to take this into consideration in reviewing and approving structural improvements and to negotiate in good faith extensions to the term of this Agreement to coincide with the useful life of said improvements.

10. **Current Conditions.** The City reserves the right to inspect the Premises and its existing improvements to ensure compliance will all applicable regulations including, but not limited to, zoning, building codes, and flood plain regulations. Any violations must be corrected at the expense of the Vikings within a reasonable timeframe determined by the City.

11. **Compliance with Law.** The Vikings must comply with all applicable local, state, and federal laws with regard to programming and operations including, but not limited to, regulations imposed by the North Suburban Youth Football League or similar entity; city ordinances related to non-profit special permitting, zoning regulations, building codes, and nuisances; food service regulations (concessions); and State of Missouri and Internal Revenue Service regulations related to status as a non-profit organization. Failure to comply with applicable laws is considered a breach of this agreement.

12. **Reporting.** Each year on or before January 31, the Vikings shall provide a written report to the City of its activities for the prior year ended December 31. The report shall include, at a minimum, an accounting of all expenditures associated with maintenance, improvements, and activities of the Premises and any revenues generated by activities related to the Premises.

13. **Proximity to Wastewater Treatment Plant.** Due to its proximity to the Parkville Wastewater Treatment Plant, there may be occasion when the City needs to apply sewer sludge from the Plant on or near the Premises. The City will provide seven (7) days notice to the Vikings of any sewer sludge application on the Premises. The City will make every effort to minimize the impact on the Vikings while maintaining safe sewer treatment operations in compliance with state and federal law.

14. **Successors and Assigns.** This agreement shall extend to and be binding upon the successors and assigns of the parties hereto.

15. **Termination for Cause.** If either party fails to fulfill the terms of this Agreement, the other party may provide sixty (60) days written notice to the offending party that outlines the specific issues of default. If the default is not cured within sixty (60) days, the Agreement will terminate.

16. **Termination for Convenience.** Either party may at any time and for any reason terminate the agreement upon six months (6) months written notice to the other party.

17. **Notice.** Written notice regarding this agreement shall be effective upon receipt via hand-delivery; three working days after deposit in the U.S. Mail or by confirmed delivery by national overnight delivery service to the following addresses:

To City:

City of Parkville
Attn: City Administrator
8880 Clark Ave.
Parkville, MO 64152

To Vikings:

Parkville Vikings Football Club DH U
Attn: Alan Hoambrecker, President
~~15399 Brink Myers Road~~ 14523 NW 74th ST
Parkville, MO 64152

18. **Entire Agreement**. This document constitutes the entire agreement between the Vikings and the City. This Agreement cannot be modified except in writing and must be signed by all parties. Neither Vikings nor City has made any promises or representations, other than those set forth in this Agreement and those implied by law.

In witness whereof of the parties have set their hands this 18th day of February, 2014.

Parkville Vikings Football Club

By: Alan Hoambrecker, President

The City of Parkville, Missouri

By: James C. Brooks, Mayor

SEAL OF THE CITY OF PARKVILLE
PLATTE
COUNTY
MISSOURI

ATTEST:

By: Melissa McChesney, City Clerk

EXHIBIT A
Premises

That portion of parcel number 20-8.0-33-000-000-003-001, generally located: on the northernmost portion of said parcel; south of the intersection of River Road, Union Chapel Road and FF Highway; west of Rush Creek; north of the Burlington Northern Santa Fe railroad right-of-way; and bounded by the existing tree lines. The property is generally depicted as the area in red below.

March 2022 Work Report
Parkville Nature Sanctuary

Kristen Bontrager

Programming – Parkville Nature Sanctuary Sponsorship Program has officially been released! With $550 contributed already. This program will allow us to fund our programs such as Ghost Stories to allow for attendees to participate free of charge, given that we reach our $5,000 goal.

Nature Camp plans have been finalized and volunteer sign-up sheets will be sent out in April. Nature Camp will be two weeks in June rather than one week to allow for more attendees. With two weeks and more attendees we will be able to separate the groups by age to best tailor activities and hikes for the appropriate age group.

Ghost Stories planning is coming along. I meet with the band and our sound person in April to discuss how to make the music complement the stories.

I am still looking for upwards of 15 additional volunteers to help us carve pumpkins for pumpkin carving this year (Oct. 27th) I have contacted army recruiting offices and Parkhill National Honor Society.

FOPNS- Board meeting was held March 14th at PNS.

Partnerships- Confirmed partners with Nature Camp are the following; Heartland Conservation Alliance, Compost Collective, Manheim Community Gardens, Mantooth Creative, and Missouri Organics.

Trail Maintenance – As the weather warms our focus is on keeping dogs and cats out of the nature sanctuary. Don Julian has agreed to deliver mulch to the sanctuary as we need it at our convenience, this mulch will help us keep our trails from eroding due to use when they are muddy.

Wayne and I have replaced several boards on one of our bridges along Old Kate Trail. We will be needing a full bridge replacement soon.

Volunteers- Volunteer meeting was held on March 2nd at City Hall. We discussed programming and ongoing projects/ needs of the sanctuary and who would like to assist with them.

We have a volunteer work day/ Stream Team coming up on April 16th from 9:30 AM – 12:30 PM and a local Boy Scout Troop will be coming out with 20-30 cub scouts to pull garlic mustard on the same afternoon.

PNS is hosting an Earth Day volunteer work day on April 22nd from 9:00 AM – 11:00 AM

Current Volunteer Hours:

January	**17**	**17**
February	**21**	**38**
March	**40**	**78**

Parkhill School District Professional Studies – Raquel and I have prepared to present to the Board of Aldermen on April 5th.

Eagle Scout – Gary is scheduled to complete his Eagle Scout project on April 10th. Sam Manis is another Eagle candidate who will be setting up a meeting with me sometime in April.

Professional Development: Certified Public Management meets on the last Tuesday and Thursday of every month. I have begun my capstone project. My capstone project is to implement a sponsorship program to allow for fundraising for the nature sanctuary.

Sponsorship Program

The Sponsorship Program allows us to raise funds without charging admission for Ghost Stories. It was set up to enhance programming including Nature Day Camp, Pumpkin Carving and Ghost Stories. Additionally, funds may be allocated to improve our trail system and keep the sanctuary safe and fun for all.

About Us

The Parkville Nature Sanctuary is a wildlife preserve and educational site developed and maintained by the City with the help of a group of extraordinary volunteers. It is a 115 acre natural outdoor area made accessible by nearly three miles of hiking trails.

Our History

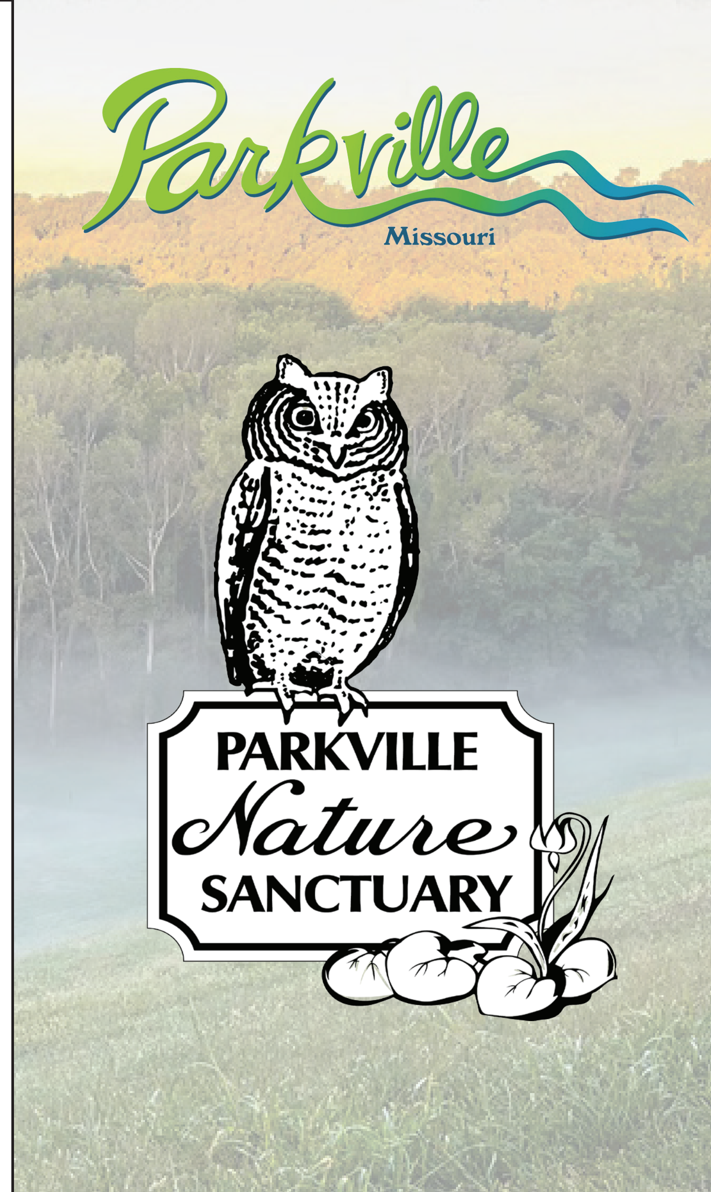
In 1989, developers of Riss Lake donated 49 acres of land at the base of the dam to the City, along with $25,000 seed money to develop it as a nature sanctuary. In 1992, former director Jim Reed was asked to form a committee to develop and manage the property.

With the help from a Missouri Department of Conservation naturalist, trails were laid out to make the area accessible with minimal impact to the land and wildlife habitats. Bridges were built across White Alloe Creek, a boardwalk was constructed over the swampy area and erosion control devices were incorporated into the trails to minimize damage from human activities. With the help of many volunteers, Boy Scout troops and service groups, the trails became a reality.

In 1997, the Missouri Department of Conservation purchased 68 acres adjacent to the sanctuary and designated it as the White Alloe Creek Conservation Area. To take advantage of the new area, the "White Tail Trail" was developed.

Later, the "Bluebird Trail" was created according to ADA standards to facilitate access for those with moderate restrictions in their mobility. The old Girl Scout cabin was restored as a gathering place and in 1999 was fitted with a shelter roof. Still boasting the original fireplace, it has become a favorite spot for Ghost Stories.

Parkville Missouri
City Hall
8880 Clark Ave.
Parkville, Missouri 64152



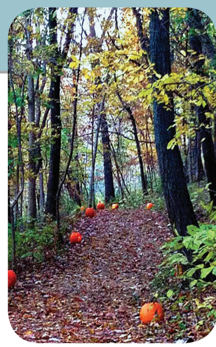
Sponsorship Program

Events
Programs
Trail Improvements

Halloween Events

Pumpkin Carving

Held the Thursday before Ghost Stories at the Farmers Market, the pumpkins carved at this event decorate the sanctuary trails for Ghost Stories.



Ghost Stories

Fun and spooky Halloween event for all ages with music, stories and a magician held at Girl Scout Shelter. Admission is free and donations are welcomed!

Other events include Nature Day Camp in the summer and Winter Wonderland in the winter.

Sponsorship Levels

Diamond Level ($1,500+)

- Your logo on all our flyers and Ghost Stories map
- Banner with your company's logo hanging up during Ghost Stories and pumpkin carving
- Large sponsorship thank you sign hanging during Ghost Stories and pumpkin carving
- Parkville Nature Sanctuary t-shirt with your company's logo or donor's name in extra-large print on back of t-shirt.

Platinum Level ($1,000 - $1,499)

- Your company's logo/name or donor's name on Ghost Stories map
- Banner with your company's logo hanging up during Ghost Stories and pumpkin carving
- Large sponsorship thank you sign hanging during Ghost Stories and pumpkin carving
- Parkville Nature Sanctuary t-shirt with your company's logo or donor's name in large print on back of t-shirt

Gold Level ($500 - $999)

- Your company's logo/name on large thank you sign hanging during Ghost Stories and pumpkin carving
- Parkville Nature Sanctuary t-shirt with your company's logo or donor's name in medium print on back of t-shirt.

Silver Level ($250 - $499)

- Your company's logo/ name or donor's name on back of Parkville Nature Sanctuary t-shirt.

Donations of $50 and up will receive a Parkville Nature Sanctuary t-shirt

Donate Today!

Credit cards accepted online at
http://parkvillemo.gov/nature-sanctuary/
Convenience fee applied to credit card payments

Check/cash accepted in person or by mail:
Parkville City Hall
8880 Clark Avenue
Parkville MO 64152

PUBLIC WORKS DEPARTMENT
PROJECT UPDATE
MARCH 2022

1. PLP Wetlands – The City worked with the US Army Corps of Engineers on the construction of the Section 1135 Wetland Project in Platte Landing Park. The project included the construction wetland areas and restoration of a riparian corridor. BKM Construction, along with their subcontractors Linaweaver and Natural States Landscaping, contracted with the Corps to construct this project. City staff served as a local project sponsor for this project. Because of the project cost savings, the Corps increased the vegetated areas throughout the project. The contractor mobilized at the end of February 2020 and started construction. In October 2020, the Corps of Engineers accepted the project with deficiencies. Staff continues to meet with wetland experts with the Corps of Engineers to review the current condition of the wetlands. One of the areas that required immediate attention was the matting in the basins. The matting was removed from the wetland areas. Staff will plan a presentation at a future CLARB meeting to provide an update on the remaining items, once a plan is developed.
   STATUS – IN PROGRESS.

2. Pocket Park Improvements – In December 2020, the Board of Aldermen approved the Pocket Park Master Plan. There are two separate projects: Phase 1 - bollard/bump-out safety improvements in front of Pocket Park; and Phase 2 - reconstruction of the south stairs and relocation of the Grigsby statue. The Board of Aldermen approved the contract for the bump-out design, along with a change order to install decorative planters in conjunction with a steel bollard inner core. A pre-construction meeting was held in June with the contractor. The Board of Aldermen approved the contract for the improvements to the stairs and relocation of statue. It was decided that Phase 2 work would begin first, with an anticipated start in early May 2022. Based on concerns raise by the contractor, staff has hired Kaw Valley Engineering to review the soil stability associated with the proposed location of the statue. The report is forthcoming. Due to scheduling concerns, Staff has decided to remove the Grigsby statue relocation and associated retaining wall work from the Phase 2 contractor's scope of work. This will be bid out as a separate project to be completed before the Phase 1 curb work begins. Staff will continue to coordinate with the Phase 1 and Phase 2 contractors, as well as property owners and MSPA representatives, throughout both phases of construction.
   STATUS – IN PROGRESS.

3. Riverfront Park Entry Signage – The 2020 budget includes funding for the design of entry signage for the two riverfront parks. Vireo was hired to design concepts for approval. The long-range budget includes funding for the installation of these signs. A small committee consisting of representatives from the Board of Aldermen, CLARB and staff met to discuss the vision for the signage. The concepts were presented to CLARB and the Board of Aldermen in April. The Board of Aldermen approved a professional services agreement with Vireo to develop the preliminary and final drawings and specifications for the new signs. The preliminary design layouts were presented to CLARB and Board of Aldermen in February. The designs, as presented, were approved by both Boards with the addition

of the word “Park” to the primary and secondary monument signs. The design team has begun preparing the construction documents, with a preliminary bid date of late Summer/early Fall of 2022. It is anticipated that the primary and secondary monument signs will be constructed and installed by late Fall of 2022, while the remainder of the signage (kiosks and wayfinding) constructed and installed by the Spring of 2023. Staff has worked with Missouri One Call to locate utilities along the south side of McAfee Street and has forwarded that information on to the consultant to help them pin-point the locations of the primary and secondary monuments.

STATUS – IN PROGRESS.

4. Busch Drive Roundabout Improvements – Funding was included in the City’s Capital Improvement Program to improve the traffic circle at the end of Busch Drive in English Landing Park. The improvements include a new retaining wall, landscape, hardscape and a fountain feature. The retaining wall was formed and installed. The masonry is currently being applied to the retaining wall and should be completed by mid-February. The electrical and water lines have been installed. Embassy Landscape is contracted to install the landscape and hardscape features. Good Earth Water Gardens is contracted to install the water feature. There are elements that may be completed by City staff. All of the contracts for the separate disciplines of work have been approved. The work started at the end of 2021. The utility conduit, earth-fill, masonry work and concrete curb have all been completed. Plant material and water feature installation are scheduled to begin this month, with an anticipated project completion by late Spring. Final asphalt patching will done as a last step.

   STATUS – IN PROGRESS.

5. Watkins Park Improvements – In November 2020, the Board of Aldermen approved the Watkins Park Master Plan. The Board of Aldermen approved the revised Watkins Park Master Plan in March 2021. The City received an Outreach Grant from Platte County to assist with the improvements. The majority of the work has been completed, including the construction of the shelter building and parking lot, as well as the installation of wooden fencing the park entrance. There is a balance of approximately 64 feet of fencing that the contractor was not able to install due to the location of existing utilities. This additional fencing will be installed at the entrance to the Sullivan Nature Sanctuary. Earth fill has been brought in and graded for the playground area. Playground equipment will be installed in April.

   STATUS – IN PROGRESS.

6. PLP Improvements – Parkville received a Park Partnership Grant in the amount of $1 million from Platte County in June 2021. The Board of Aldermen approved a professional services agreement with McClure Engineering for the design and public engagement portions of the project. The traffic data for the existing conditions was collected by GBA for the street network in the park. There was an initial round of public meetings in Fall 2021. Based on the information gathered, the City released a public engagement survey in late 2021. The survey results, along with the traffic data, will be presented to CLARB and Board of Aldermen during a work session in February 2022. There will be a separate public meeting to review the same information following the work session. At the March 1st Board of Aldermen meeting, the Board directed Staff to hold-off on any further work until a Parks Director has been hired.

   STATUS – IN PROGRESS.

7. Park Outreach Grant Application – During the January 2022 meeting, CLARB directed staff to prepare and submit an Outreach Grant application to Platte County for additional lighting along the riverfront trail in English Landing Park. The application was submitted in January. On Tuesday, February 22, Staff presented our application to the Outreach Grant Committee via ZOOM. The presentation was well received by the Committee. Staff was notified on March 30, 2022 that we were awarded the grant. The agreement was signed and submitted by Staff on April 6, 2022.
   STATUS – IN PROGRESS.

8. Farmers Market – There have been concerns about the existing Farmers Market structure. Staff has hired BBN Architects and Leigh & O'Kane to evaluate the existing structural stability of the Farmers Market building. The consultant will provide alternative repair/replacement options along with corresponding cost estimates. In addition, Staff has received quotes for both an enclosed and an open concept building from Lester Buildings. These will be presented at the April 13, 2022 CLARB meeting.
   STATUS – IN PROGRESS.

9. Watkins Park Streambank Stabilization – The 2022 Capital Improvements Program includes funding for the stabilization of the streambank near Watkins Park. Erosion to the creek is threatening the infrastructure in the park. The City applied for a Stormwater Management Grant through Platte County in March. Staff is awaiting a response from the grant application. It is anticipated that grants will be awarded in May 2022.
   STATUS – IN PROGRESS.

ITEM 6.A.
For 4/13/2022
Community Land and Recreation Board Meeting

CITY OF PARKVILLE
Policy Report

Date: April 11, 2022

Prepared By:
Jeffery Rhodes, Asst. to City Administrator

Reviewed By:
Alysen Abel, Public Works Director

ISSUE:
Allocation of Park Revenue (Dana)

BACKGROUND:
All of the park events revenue goes to the general fund, which includes our operational park budget. The Park Sales Tax fund is completely separate and those funds are not intermingled. Our event revenue is far below the cost of maintaining the parks. We supplement the cost of the parks with other revenue from the general fund.

According to the 2021 budget report, we generated $30,884.88 in revenue from all of our park reservations, events, etc. We budgeted $34,194 for revenue for the year, that is a 90.32% match of revenue projections. By comparison, the expense budget for the Parks Department was $450,654, and we spent $441,186.24 for the year ending 2021 (98% execution). The general fund contributed $410,301.36 to the parks budget.
A visual summary:

Parks Dept. Revenue	Parks Dept. Expenses	Balance from General Fund into Parks Budget
$30,884.88	$441,654	$410,301.36

Further details show us that the Parks Maintenance budget was $52,701.30 in 2021. Our revenue fell $21,816.42 short of covering the cost of maintenance.

If we look at the Park Sales Tax Fund for 2021, we see the following accounting:

Park Sales Tax Revenue	Park Sales Tax Expenses	Park Sales Tax Balance
$636,410.85 (about $49K more than expected)	$313,299.40 (Enginnering & CIP)	$323,111.45

There was more than $1 million dollars in budgeted expenses in 2021 that were not spent as part of the paused ballfield project, all from the Parks Sales Tax fund.

BUDGET IMPACT:

ALTERNATIVES:

STAFF RECOMMENDATION:

POLICY:

SUGGESTED MOTION:

ATTACHMENTS:
1. Parks Budget_Revenue-Expense Report_Dec2021
2. Parks Sales Tax Revenue_Expense Report_Dec2021

REVENUE AND EXPENSE REPORT

AS OF: DECEMBER 31ST, 2021

10 -General Fund

FINANCIAL SUMMARY 100.00% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
REVENUE SUMMARY						
TAXES	1,398,198	1,145.80	1,402,592.10	100.31	(4,394.10)	1,342,809.81
LICENSES	62,700	1,435.00	70,583.45	112.57	(7,883.45)	56,620.75
PERMITS	389,100	37,360.55	518,980.71	133.38	(129,880.71)	504,097.59
FRANCHISE FEES	859,000	268,205.56	816,130.82	95.01	42,869.18	784,421.90
SALES TAXES	1,140,000	121,010.14	1,179,878.10	103.50	(39,878.10)	1,047,264.46
OTHER REVENUE	34,194	235.00	30,884.88	90.32	3,309.12	15,188.06
COURT REVENUE	130,000	3,326.66	66,310.35	51.01	63,689.65	61,117.95
INTEREST INCOME	7,500	89.35	5,530.88	73.75	1,969.12	6,754.81
MISCELLANEOUS REVENUE	513,820	186,643.01	436,038.89	84.86	77,781.11	835,758.74
TRANSFERS IN	1,016,200	356,250.03	866,200.00	85.24	150,000.00	289,220.92
TOTAL REVENUES	5,550,712	975,701.10	5,393,130.18	97.16	157,581.82	4,943,254.99
EXPENDITURE SUMMARY						
ADMINISTRATION	1,747,686	160,102.61	1,818,587.84	104.06	(70,901.84)	2,330,698.05
POLICE	1,660,412	120,453.71	1,453,045.42	87.51	207,366.58	1,334,468.71
MUNICIPAL COURT	172,700	9,834.49	127,806.46	74.00	44,893.54	150,061.02
PUBLIC WORKS	313,199	24,673.34	285,041.42	91.01	28,157.58	282,823.95
COMMUNITY DEVELOPMENT	359,311	28,952.31	344,834.20	95.97	14,476.80	301,397.74
STREET DEPARTMENT	486,779	36,777.55	493,657.67	101.41	(6,878.67)	416,669.48
PARKS DEPARTMENT	450,654	47,516.18	441,186.24	97.90	9,467.76	423,475.50
NATURE SANCTUARY	61,898	4,697.79	59,141.71	95.55	2,756.29	51,679.34
CHANNEL 2 & WEBSITE	30,410	4,200.00	34,292.92	112.77	(3,882.92)	23,752.85
TRANSFERS OUT	0	0.00	0.00	0.00	0.00	0.00
IT	60,745	25,784.99	75,280.63	123.93	(14,535.63)	63,049.09
CAPITAL OUTLAY	323,975	60,773.72	160,867.68	49.65	163,107.32	366,549.50
TOTAL EXPENDITURES	5,667,769	523,766.69	5,293,742.19	93.40	374,026.81	5,744,625.23
EXCESS REVENUES OVER/(UNDER) EXPENDITURE	(117,057)	451,934.41	99,387.99		(216,444.99)	(801,370.24)

REVENUE AND EXPENSE REPORT

AS OF: DECEMBER 31ST, 2021

10 -General Fund

FINANCIAL SUMMARY 100.00% OF FISCAL YEAR COMPLETED

REVENUES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
TAXES						
10-41001-00 Real & Personal Property Tax	1,192,698	735.82	1,194,935.10	100.19	(2,237.10)	1,144,167.96
10-41002-00 Penalties	3,500	180.73	4,297.98	122.80	(797.98)	3,540.28
10-41003-00 Corp Merchants & Manufacturi	170,000	0.00	172,306.34	101.36	(2,306.34)	165,561.85
10-41004-00 Financial Institution Tax	2,500	0.00	2.52	0.10	2,497.48	0.49
10-41005-00 Vehicle Tax	29,500	229.25	31,050.16	105.25	(1,550.16)	29,539.23
TOTAL TAXES	1,398,198	1,145.80	1,402,592.10	100.31	(4,394.10)	1,342,809.81
LICENSES						
10-41101-00 Dog License (Tags)	2,000	80.00	2,285.00	114.25	(285.00)	1,695.00
10-41102-00 Occupational License	38,000	1,325.00	49,518.95	130.31	(11,518.95)	36,967.00
10-41102-02 Late Fees on Occ Licenses	0	0.00	0.00	0.00	0.00	0.00
10-41103-00 Peddler's Licenses	1,500	0.00	1,450.00	96.67	50.00	150.00
10-41104-00 Liquor Licenses	18,500	0.00	14,509.50	78.43	3,990.50	14,538.75
10-41105-00 Golf Cart Registration Fees	2,700	30.00	2,820.00	104.44	(120.00)	3,270.00
10-41111-00 Credit Card Processing Fees	0	0.00	0.00	0.00	0.00	0.00
10-41112-00 Convenience Fees Over $200	0	0.00	0.00	0.00	0.00	0.00
TOTAL LICENSES	62,700	1,435.00	70,583.45	112.57	(7,883.45)	56,620.75
PERMITS						
10-41201-00 Building Permits	300,000	35,715.80	455,920.50	151.97	(155,920.50)	443,575.03
10-41201-01 Occupancy Permit	2,000	0.00	2,175.00	108.75	(175.00)	2,200.00
10-41202-00 Sign Permits	2,500	0.00	1,900.00	76.00	600.00	3,907.00
10-41203-00 Electrical Permits	0	0.00	0.00	0.00	0.00	0.00
10-41203-01 Alarm Permit	0	0.00	0.00	0.00	0.00	0.00
10-41204-00 Plumbing Permits	0	0.00	0.00	0.00	0.00	0.00
10-41205-00 Development Permits	1,500	0.00	2,925.00	195.00	(1,425.00)	5,690.00
10-41205-01 Public Improvement Fees	25,000	1,494.75	34,908.58	139.63	(9,908.58)	13,938.36
10-41205-02 Right of Way Permits	0	0.00	0.00	0.00	0.00	0.00
10-41205-03 Public Improv Fees-PW	50,000	0.00	12,941.63	25.88	37,058.37	26,457.20
10-41206-00 Rezoning Permits	600	0.00	300.00	50.00	300.00	300.00
10-41207-00 Subdivision Permit Fees	4,000	0.00	5,175.00	129.38	(1,175.00)	5,455.00
10-41208-00 BZA-Application Fees	300	0.00	300.00	100.00	0.00	0.00
10-41209-00 Conditional Use Permits	700	0.00	300.00	42.86	400.00	300.00
10-41210-00 Grading/PW Use Permits	1,000	0.00	295.00	29.50	705.00	205.00
10-41210-01 Right of Way Permit Fees	1,500	150.00	1,840.00	122.67	(340.00)	2,070.00
10-41211-00 Engineering Reviews	0	0.00	0.00	0.00	0.00	0.00
TOTAL PERMITS	389,100	37,360.55	518,980.71	133.38	(129,880.71)	504,097.59
FRANCHISE FEES						
10-41301-00 Telecom Franchise	150,000	7,480.93	138,015.91	92.01	11,984.09	109,269.66
10-41302-00 Missouri Gas Energy	123,000	0.00	111,859.19	90.94	11,140.81	104,384.30
10-41303-00 Missouri American Water	110,000	0.00	91,945.11	83.59	18,054.89	114,420.38
10-41304-00 KC Power & Light	400,000	260,724.63	422,218.76	105.55	(22,218.76)	383,992.40
10-41305-00 Martin Marietta Stone Royalt	1,000	0.00	0.00	0.00	1,000.00	639.17
10-41306-00 Cable/Video Service Franchis	75,000	0.00	52,091.85	69.46	22,908.15	71,715.99
TOTAL FRANCHISE FEES	859,000	268,205.56	816,130.82	95.01	42,869.18	784,421.90

10 -General Fund
FINANCIAL SUMMARY 100.00% OF FISCAL YEAR COMPLETED
REVENUES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
SALES TAXES						
10-41401-00 Sales Tax-General Revenue	1,065,000	114,680.60	1,091,966.94	102.53	(26,966.94)	969,515.58
10-41401-01 Sales Tax Incr-Commons (TIF)	0	0.00	0.00	0.00	0.00	0.00
10-41402-00 Motor Vehicle Sales Tax	50,000	4,266.15	60,395.08	120.79	(10,395.08)	52,565.09
10-41403-00 Motor Vehicle Fee	25,000	2,063.39	27,516.08	110.06	(2,516.08)	25,183.79
TOTAL SALES TAXES	1,140,000	121,010.14	1,179,878.10	103.50	(39,878.10)	1,047,264.46
OTHER REVENUE						
10-41501-00 Farmers Market	1,194	0.00	1,229.88	103.01	(35.88)	1,194.06
10-41504-00 Park Shelter Reservations	12,000	35.00	15,000.00	125.00	(3,000.00)	7,849.00
10-41504-01 Sports Fields Reservations	11,000	100.00	2,840.00	25.82	8,160.00	4,220.00
10-41504-02 Special Event Reservations	10,000	100.00	11,815.00	118.15	(1,815.00)	1,925.00
10-41504-03 PLP Park Events Reservations	0	0.00	0.00	0.00	0.00	0.00
10-41505 Reservation Refunds - Floodi	0	0.00	0.00	0.00	0.00	0.00
10-41505-01 Nature Sanctuary Programs	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	34,194	235.00	30,884.88	90.32	3,309.12	15,188.06
COURT REVENUE						
10-41601-00 Fines	130,000	3,050.00	63,181.03	48.60	66,818.97	58,817.16
10-41602-00 CVC Reports	0	6.66	124.32	0.00	(124.32)	155.79
10-41602-01 Appointed Attorney Reimburse	0	0.00	0.00	0.00	0.00	0.00
10-41602-02 Boarding of Prisoners Reimbu	0	0.00	0.00	0.00	0.00	0.00
10-41603-00 Police Reports	0	270.00	3,005.00	0.00	(3,005.00)	2,145.00
10-41603-01 Police Donations	0	0.00	0.00	0.00	0.00	0.00
TOTAL COURT REVENUE	130,000	3,326.66	66,310.35	51.01	63,689.65	61,117.95
INTEREST INCOME						
10-41701-00 Interest Income	6,000	12.61	4,623.32	77.06	1,376.68	5,947.01
10-41701-01 Interest on COP Reserved Fun	0	0.00	0.00	0.00	0.00	0.00
10-41702-00 Marketplace CID Admin Fee	1,500	76.74	907.56	60.50	592.44	807.80
10-41703-00 Marketplace TIF Admin Fee	0	0.00	0.00	0.00	0.00	0.00
TOTAL INTEREST INCOME	7,500	89.35	5,530.88	73.75	1,969.12	6,754.81
MISCELLANEOUS REVENUE						
10-41801-00 Miscellaneous	50,000	25,808.01	109,980.45	219.96	(59,980.45)	74,340.06
10-41801-02 Meeting Videos	0	0.00	0.00	0.00	0.00	1.00
10-41801-03 Rebates	0	0.00	0.00	0.00	0.00	0.00
10-41801-04 Proceeds fromCleanup/Recycli	0	0.00	0.00	0.00	0.00	0.00
10-41801-05 Newsletter Advertising	0	0.00	0.00	0.00	0.00	0.00
10-41801-09 Refund of Overpaid FICA	0	0.00	0.00	0.00	0.00	0.00
10-41802-00 Leased/Owned Properties	55,000	2,868.80	70,551.24	128.27	(15,551.24)	65,177.09
10-41803-95 Flood Reclamation Donations	0	0.00	0.00	0.00	0.00	0.00
10-41803-99 FEMA Flood Reparations	0	157,966.20	157,966.20	0.00	(157,966.20)	296,782.24
10-41804-00 FEMA Grant Revenue	0	0.00	0.00	0.00	0.00	0.00
10-41804-01 Police Overtime Grant	0	0.00	0.00	0.00	0.00	0.00
10-41804-02 Trim Grant	0	0.00	0.00	0.00	0.00	0.00
10-41804-03 Grants for English Landing	0	0.00	0.00	0.00	0.00	0.00
10-41804-04 Recreation Revenue	0	0.00	0.00	0.00	0.00	0.00
10-41804-05 Stormwater Grant	0	0.00	50,061.00	0.00	(50,061.00)	0.00

10 -General Fund

FINANCIAL SUMMARY 100.00% OF FISCAL YEAR COMPLETED

REVENUES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
10-41804-06 Safe Routes to School Grant	0	0.00	0.00	0.00	0.00	0.00
10-41804-07 Bulletproof Vest Grant	0	0.00	0.00	0.00	0.00	0.00
10-41804-09 Other Grants	7,320	0.00	10,820.00	147.81	(3,500.00)	0.00
10-41805-00 Sale of Vehicles/Equipment	0	0.00	36,660.00	0.00	(36,660.00)	0.00
10-41807-00 Staff Time Reimbursement	0	0.00	0.00	0.00	0.00	0.00
10-41807-01 Insurance Claim Reimb.	1,500	0.00	0.00	0.00	1,500.00	0.00
10-41808-00 POST Monies	0	0.00	0.00	0.00	0.00	0.00
10-41809-00 Communication Tower Rental	0	0.00	0.00	0.00	0.00	0.00
10-41809-01 Land Sales	400,000	0.00	0.00	0.00	400,000.00	399,458.35
TOTAL MISCELLANEOUS REVENUE	513,820	186,643.01	436,038.89	84.86	77,781.11	835,758.74
TRANSFERS IN						
10-41901-00 Transfer f Transportation Fu	275,000	14,583.37	175,000.00	63.64	100,000.00	(30,779.04)
10-41902-00 Transfer from Fewson Trust	0	0.00	0.00	0.00	0.00	0.00
10-41903-00 Sewer Administration Fee	300,000	41,666.66	350,000.00	116.67	(50,000.00)	279,999.96
10-41904-00 Transfer from Projects	400,000	0.00	0.00	0.00	400,000.00	0.00
10-41905-00 Transfer from Equip Fund	0	0.00	0.00	0.00	0.00	0.00
10-41906-00 Transfer from Park Donations	0	0.00	0.00	0.00	0.00	0.00
10-41907-00 Transfer from Nature Sanctua	0	0.00	0.00	0.00	0.00	0.00
10-41908-00 Transfer from Health Insuran	0	0.00	0.00	0.00	0.00	0.00
10-41909-00 Transfer from Sewer Special	0	0.00	0.00	0.00	0.00	0.00
10-41910-00 Transfer from Other Donation	0	0.00	0.00	0.00	0.00	0.00
10-41911-00 Tfr from Park Sales Tax Fund	41,200	0.00	41,200.00	100.00	0.00	40,000.00
10-41912-00 Tfr fromMeadowsatCreekside C	0	300,000.00	300,000.00	0.00	(300,000.00)	0.00
TOTAL TRANSFERS IN	1,016,200	356,250.03	866,200.00	85.24	150,000.00	289,220.92
TOTAL REVENUE	5,550,712	975,701.10	5,393,130.18	97.16	157,581.82	4,943,254.99

10 -General Fund
PARKS DEPARTMENT 100.00% OF FISCAL YEAR COMPLETED
EXPENDITURES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
PERSONNEL						
10-525.01-01-00 Salaries	137,124	10,548.50	142,112.98	103.64 (	4,988.98)	126,776.15
10-525.01-03-00 Overtime	10,000	0.00	7,805.67	78.06	2,194.33	7,602.74
10-525.01-05-00 Seasonal Landscape Maint	50,000	785.85	38,927.40	77.85	11,072.60	54,525.89
10-525.01-07-00 Flood Response Overtime	0	0.00	0.00	0.00	0.00	0.00
10-525.01-21-00 FICA & Medicare	15,080	756.57	13,781.98	91.39	1,298.02	14,139.10
10-525.01-22-00 Retirement	16,625	1,265.82	17,821.91	107.20 (	1,196.91)	15,964.94
10-525.01-41-00 Membership Fees & Dues	0	0.00	0.00	0.00	0.00	0.00
10-525.01-41-02 Professional Development	500	0.00	0.00	0.00	500.00	15.57
TOTAL PERSONNEL	229,329	13,356.74	220,449.94	96.13	8,879.06	219,024.39
INSURANCE						
10-525.02-02-00 Health, Life & Dental	39,824	3,199.55	38,394.75	96.41	1,429.25	33,253.86
10-525.02-03-00 Workers Compensation	10,926	0.00	14,724.34	134.76 (	3,798.34)	10,405.70
10-525.02-04-00 Unemployment	1,000	0.00	0.00	0.00	1,000.00	90.58
TOTAL INSURANCE	51,750	3,199.55	53,119.09	102.65 (	1,369.09)	43,750.14
UTILITIES						
10-525.03-01-00 Telephone & Voicemail	3,500	786.53	2,627.36	75.07	872.64	3,942.17
10-525.03-02-00 Electricity	22,000	954.87	11,447.00	52.03	10,553.00	6,385.28
10-525.03-03-00 Gas	0	0.00	0.00	0.00	0.00	0.00
10-525.03-04-00 Water	6,000	515.12	3,298.93	54.98	2,701.07	13,234.32
10-525.03-05-00 Mobile Phones & Pagers	800	110.96	458.96	57.37	341.04	705.32
10-525.03-09-00 Trash Hauling	1,000	155.00	615.00	61.50	385.00	199.05
TOTAL UTILITIES	33,300	2,522.48	18,447.25	55.40	14,852.75	24,466.14
CAPITAL EXPENDITURES						
10-525.04-31-00 Equipment & Machinery	0	0.00	579.44	0.00 (	579.44)	0.00
10-525.04-72-00 Maintenance-ELP	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL EXPENDITURES	0	0.00	579.44	0.00 (	579.44)	0.00
OTHER PURCHASES						
10-525.05-01-00 Office Supplies & Consum	500	138.44	359.49	71.90	140.51	443.24
10-525.05-02-00 Postage	75	0.00	1.20	1.60	73.80	1.15
10-525.05-04-00 Printing	500	104.70	657.57	131.51 (	157.57)	476.81
10-525.05-05-00 Publications	50	0.00	0.00	0.00	50.00	0.00
10-525.05-20-00 Small Office Equipment	250	0.00	0.00	0.00	250.00	149.99
10-525.05-21-00 Equipment & Handtools	6,500	1,006.22	6,701.44	103.10 (	201.44)	7,194.22
10-525.05-31-00 Uniforms	2,000	938.65	1,092.15	54.61	907.85	2,333.74
10-525.05-41-01 Restroom Supplies	3,000	497.07	3,893.73	129.79 (	893.73)	2,846.35
10-525.05-41-02 Trash Bags	4,700	0.00	3,025.52	64.37	1,674.48	3,608.68
10-525.05-41-03 Park Enhancements	10,000	0.00	7,329.00	73.29	2,671.00	13,770.60
10-525.05-42-00 Grass Seed & Fertilizer	5,000	2,566.84	6,039.14	120.78 (	1,039.14)	3,460.85
10-525.05-99-00 Other Purchases	500	22.97	54.93	10.99	445.07	310.77
TOTAL OTHER PURCHASES	33,075	5,274.89	29,154.17	88.15	3,920.83	34,596.40

REVENUE AND EXPENSE REPORT

AS OF: DECEMBER 31ST, 2021

10 -General Fund

PARKS DEPARTMENT 100.00% OF FISCAL YEAR COMPLETED

EXPENDITURES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
MAINTENANCE						
10-525.06-01-00 Buildings Maint & Repair	6,000	1,643.71	10,296.09	171.60	(4,296.09)	19,579.29
10-525.06-03-00 Restrooms	8,000	1,017.97	7,212.59	90.16	787.41	4,037.37
10-525.06-05-01 Stage Maintenance	300	0.00	0.00	0.00	300.00	0.00
10-525.06-05-02 Ballfield Maintenance	6,000	979.55	1,795.57	29.93	4,204.43	12,171.76
10-525.06-05-03 Trail Maintenance	6,500	0.00	477.24	7.34	6,022.76	1,150.02
10-525.06-12-00 Playground Equipment Rep	3,000	0.00	2,514.99	83.83	485.01	3,561.06
10-525.06-13-00 Spirit Fountain	2,500	0.00	1,507.82	60.31	992.18	2,590.96
10-525.06-14-00 Retention Pond Maintenan	0	325.00	325.00	0.00	(325.00)	0.00
10-525.06-21-00 Vehicle Repair & Mainten	5,000	715.67	5,176.91	103.54	(176.91)	1,438.14
10-525.06-21-01 Equipment Repair & Maint	3,500	0.00	4,214.38	120.41	(714.38)	3,074.01
10-525.06-21-02 Tractor Mowing Equipment	5,000	0.00	9,191.50	183.83	(4,191.50)	4,198.46
10-525.06-22-00 Vehicle Gas & Oil	4,000	672.14	6,592.95	164.82	(2,592.95)	2,599.23
10-525.06-22-01 Equipment Gas & Oil	3,200	70.18	3,396.26	106.13	(196.26)	2,768.98
TOTAL MAINTENANCE	53,000	5,424.22	52,701.30	99.44	298.70	57,169.28
CITY SERVICES						
10-525.07-20-00 Rental of Portable Toile	8,000	2,944.05	9,531.55	119.14	(1,531.55)	9,625.00
10-525.07-51-00 Mosquito & Weed Control	10,000	1,350.00	7,007.40	70.07	2,992.60	5,230.57
10-525.07-51-01 Landscaping	4,000	0.00	324.92	8.12	3,675.08	1,362.31
10-525.07-52-00 Tree Trimming & Removal	20,000	10,559.00	35,794.00	178.97	(15,794.00)	22,945.00
10-525.07-53-00 Tree Planting	6,000	2,885.25	13,642.18	227.37	(7,642.18)	4,473.69
10-525.07-60-00 Rental Equipment	1,200	0.00	435.00	36.25	765.00	611.50
TOTAL CITY SERVICES	49,200	17,738.30	66,735.05	135.64	(17,535.05)	44,248.07
OTHER EXPENDITURES						
10-525.09-21-00 Miscellaneous	1,000	0.00	0.00	0.00	1,000.00	221.08
10-525.09-21-02 Contingency	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENDITURES	1,000	0.00	0.00	0.00	1,000.00	221.08
TOTAL PARKS DEPARTMENT	450,654	47,516.18	441,186.24	97.90	9,467.76	423,475.50

REVENUE AND EXPENSE REPORT

AS OF: DECEMBER 31ST, 2021

41 -Park Sales Tax Fund

FINANCIAL SUMMARY 100.00% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
REVENUE SUMMARY						
SALES TAXES	587,108	73,306.52	636,410.85	108.40	(49,302.85)	566,526.36
INTEREST INCOME	0	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS REVENUE	0	0.00	0.00	0.00	0.00	0.00
TRANSFERS IN	0	0.00	0.00	0.00	0.00	0.00
TRANSFERS	650,000	0.00	0.00	0.00	650,000.00	0.00
TOTAL REVENUES	1,237,108	73,306.52	636,410.85	51.44	600,697.15	566,526.36
EXPENDITURE SUMMARY						
ADMIN	50,000	680.00	94,632.89	189.27	(44,632.89)	75,170.58
CAPITAL OUTLAY	1,380,000	111,544.96	218,666.51	15.85	1,161,333.49	192,405.42
TOTAL EXPENDITURES	1,430,000	112,224.96	313,299.40	21.91	1,116,700.60	267,576.00
EXCESS REVENUES OVER/(UNDER) EXPENDITURE	(192,892)	(38,918.44)	323,111.45		(516,003.45)	298,950.36

REVENUE AND EXPENSE REPORT

AS OF: DECEMBER 31ST, 2021

41 -Park Sales Tax Fund

FINANCIAL SUMMARY 100.00% OF FISCAL YEAR COMPLETED

REVENUES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
SALES TAXES						
41-41404-00 Park Sales Tax Revenue	587,108	73,306.52	636,410.85	108.40	(49,302.85)	566,526.36
TOTAL SALES TAXES	587,108	73,306.52	636,410.85	108.40	(49,302.85)	566,526.36
INTEREST INCOME						
41-41701-01 Interest on COP Reserved Fun	0	0.00	0.00	0.00	0.00	0.00
TOTAL INTEREST INCOME	0	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS REVENUE						
41-41801-00 Miscellaneous	0	0.00	0.00	0.00	0.00	0.00
41-41804-08 Platte County Outreach Grant	0	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS REVENUE	0	0.00	0.00	0.00	0.00	0.00
TRANSFERS IN						
41-41902-00 Fewson Fund Loan	0	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS IN	0	0.00	0.00	0.00	0.00	0.00
TRANSFERS						
41-42001-00 Transfers from Other Funds	650,000	0.00	0.00	0.00	650,000.00	0.00
TOTAL TRANSFERS	650,000	0.00	0.00	0.00	650,000.00	0.00
TOTAL REVENUE	1,237,108	73,306.52	636,410.85	51.44	600,697.15	566,526.36

REVENUE AND EXPENSE REPORT

AS OF: DECEMBER 31ST, 2021

41 -Park Sales Tax Fund

ADMIN 100.00% OF FISCAL YEAR COMPLETED

EXPENDITURES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
CITY SERVICES						
41-501.07-21-00 Street Construction Proj	0	0.00	0.00	0.00	0.00	0.00
TOTAL CITY SERVICES	0	0.00	0.00	0.00	0.00	0.00
PROFESSIONAL FEES						
41-501.08-03-00 Engineer & Planning Fees	50,000	680.00	94,632.89	189.27	(44,632.89)	75,170.58
TOTAL PROFESSIONAL FEES	50,000	680.00	94,632.89	189.27	(44,632.89)	75,170.58
TOTAL ADMIN	50,000	680.00	94,632.89	189.27	(44,632.89)	75,170.58

REVENUE AND EXPENSE REPORT

AS OF: DECEMBER 31ST, 2021

41 -Park Sales Tax Fund

CAPITAL OUTLAY 100.00% OF FISCAL YEAR COMPLETED

EXPENDITURES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
CAPITAL OUTLAY						
41-560.52-50-00 Parks Projects Capital O	1,380,000	111,544.96	218,666.51	15.85	1,161,333.49	192,405.42
TOTAL CAPITAL OUTLAY	1,380,000	111,544.96	218,666.51	15.85	1,161,333.49	192,405.42
TOTAL CAPITAL OUTLAY	1,380,000	111,544.96	218,666.51	15.85	1,161,333.49	192,405.42
TOTAL EXPENDITURES	1,430,000	112,224.96	313,299.40	21.91	1,116,700.60	267,576.00
EXCESS REVENUES OVER/(UNDER) EXPENDITURE	(192,892)	(38,918.44)	323,111.45		0.00	298,950.36