



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#21-xxx) Agenda
CITY OF PARKVILLE, MISSOURI
Monday, August 22, 2022 6:00 PM
City Hall Board Room

1. CALL TO ORDER

- A. Adam Zink, Chair
Neil Davidson
Linda Arnold
Michelle Flamm
Steven Sturgess
Dana Laiben
Amanda Blackwood
Nathan Askren
Mary Jan Kuehn

Phil Wassmer (Liaison)

2. CONSENT AGENDA

- A. Approve the minutes for the June 8, 2022, regular meeting

3. ACTION AGENDA

- A. Provide direction to staff regarding the Parks Entry Signage (Public Works)

4. STAFF UPDATES ON ACTIVITIES

- A. Parks
 - 1. Discussion - Out Year Events / Memorandum of Understanding
- B. Nature Sanctuary
- C. Public Works

5. MISCELLANEOUS ITEMS FROM THE BOARD

6. ADJOURN



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#21-004)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, June 8, 2022 6:00 PM

East Shelter English Landing Park

1. CALL TO ORDER

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

Members present were:

Absent with prior notice were:

Neil Davidson
Adam Zink
Robert Stuteville
Steven Sturgess
Dana Laiben
Linda Arnold
Laura Ozenberger
Michelle Flamm

Phil Wassmer (Liaison)

A quorum of the Board was present.

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

2. CONSENT AGENDA

- A. Approve the minutes for the April 13, 2022, regular meeting

Laura Ozenberger asked to revise Action Agenda Item B, paragraph two, that "CLARB did not support the other improvements to Pocket Park **using the Parks Sales Tax fund.**"

ACTION: Neil Davidson moved to approve the minutes, with changes, for the April 13, 2022, regular meeting; Michelle Flamm seconded.

RESULT: Motion Passed: 8-0.

3. NON-ACTION AGENDA

A. Introduce Mayor Dean Katerndahl

Mayor Katerndahl introduced himself and is looking forward to working closely with the Community Land and Recreation Board.

B. Veterans Memorial Update

Bob Bennett, representative for the Veterans Memorial gave an update to the project. The amount of \$64,000 has been raised thus far with a total of \$56,000 in the account after \$3,200 in expenditures for fundraising and such. Bennett was hopeful that the six service flags would be installed and planned a dedication on November 10, 2022. This site will also be used for Veterans Commemorative events.

Resident veteran Rick Kennedy stated that the American Legion of Parkville is very much in support of this project.

4. ACTION AGENDA

A. Approve a professional services agreement with SFS Architecture for the design of the Veterans Memorial (Public Works)

Alysen Abel, Public Works Director, outlined the revised scope of the agreement with SFS Architecture for the design of the Veterans Memorial. Some of the revisions included bidding, meetings, and technical support.

There were discussions regarding the parking and renderings which will be included in the progress meetings.

ACTION: Steven Sturgess moved to approve a professional services agreement with SFS Architecture for the engineering design of the Veterans Memorial in English Landing Park in the amount of \$50,900, with the milestones listed in the agreement; Dana Laiben seconded.

RESULT: Motion Passed: 8-0.

5. STAFF UPDATES ON ACTIVITIES

A. Administration

1. Park Director Update – Alexa Barton, City Administrator, reported that there are seven candidates. There will be interviews held the week of July 11th with a tentative start date of August 15, 2022.

B. Parks

1. Alysen Abel, Public Works Director, outlined some of the projects that have been

completed or are near completion. CLARB praised Tom Barnard, Park Superintendent, on the vision and completion of the Busch Drive Improvements. Barnard said that staff worked on keeping the costs down by completing some of the work in-house. Barnard also stated that the lighting will be completed this week.

2. Watkins Park – The Platte County Commissioners are in the process of approving the stormwater grant in the amount of \$24,000.
3. Spirit Fountain – Staff is working on repairing the leak in the fountain.
4. Wetlands – An informational/work session is tentatively planned for July 19, 2022 at 5:00 p.m. prior to the regularly scheduled Board of Aldermen meeting. The Corps of Engineer representative and environmentalists will give an update on the wetlands.
5. Tree Carving – TJ Jenkins will begin carving the tree in ELP on June 21, 2022.

C. Nature Sanctuary

D. Public Works

1. Farmers Market – The structure had been damaged by a box truck. There were two bays damaged and since removed. A structural engineer looked at the structure with no immediate concern. Staff is planning a work session to be held at 5:00 July 13, 2022 prior to the regularly scheduled CLARB meeting, to discuss design of a new structure. Staff will research other communities for event costs to see if it is worthwhile to have a building available for use year-round.
2. MOAW PLP wells – Abel received an email from MOAW stating that the landscaping will begin late June early July.

6. MISCELLANEOUS ITEMS FROM THE BOARD

1. Jeffery Rhodes, Assistant to the City Administrator, gave a brief update of the upcoming scheduled events. Rhodes also will put together a financial review for the events that will be attached to the June minutes.
2. Roadside Park near Pinecrest – Staff will reach out to Pinecrest to discuss possible improvements to the area which could include a shelter and picnic table. Staff will recommend Pinecrest apply for the Platte County Outreach Grant for the amenities.
3. Signage for “Paid for by Park Sales Tax” – CLARB would like staff to look into permanent signage to place near the projects completed with the park sales tax fund.
4. CLARB is interested in having feedback from the public on the completed projects.

7. ADJOURN

ACTION: Neil Davidson moved to adjourn at 7:14 p.m.; Laura Ozenberger seconded.

RESULT: Motion Passed: 8-0.

The minutes for June 8, 2022, having been read and considered by the Community Land and Recreation Board, were approved on the 22nd day of August, 2022.

Bonnie Buckmaster, Public Works Assistant

Approval date

CITY OF PARKVILLE
Policy Report

Date: August 18, 2022

Prepared By:

Alysen Abel, Public Works Director

Reviewed By:

Jeffery Rhodes, Asst. to City Administrator

ISSUE:

Provide direction to staff regarding the Parks Entry Signage (Public Works)

BACKGROUND:

In 2020, the City engaged Vireo to assist with the design of the parks entryway signage. The conceptual designs were reviewed by a small committee comprised of the Mayor, Board of Aldermen and Community Land and Recreation Board (CLARB) members. On April 20, 2021, the Board of Aldermen approved the concepts for the parks entryway monuments and wayfinder signage for the riverfront parks.

Since that time, the staff has been working with Vireo to prepare the preliminary and final designs for the various signs in the parks entryway signage package. The package includes:

- Primary Monument Sign - A single monument sign, located at the intersection of Main and McAfee, with the names of both English Landing and Platte Landings Parks with associated directional arrows.
- Secondary Monument Signs - Two monument signs, located at the entrances to both English Landing and Platte Landing Parks.
- Kiosk - Bulletin display boards that would be placed in each of the parks, at prominent gathering areas.
- Vehicular Directional Signs - Directional signage that would be located in various areas around the park with the names of the significant features, primarily for vehicular traffic.
- Pedestrian Directional Signs - Directional signage that would be located in various areas, along walking paths in the park, highlighting the significant features with medallions, primarily for pedestrian traffic.

The design package for the Parks Entryway Signs were completed and released for bid. The bid was structured to allow a variety of signs. It was anticipated that staff would determine the exact number of signs based on the unit pricing of each sign. The bid form requested unit pricing, to allow for this flexibility.

Two contractors provided bids for the proposed signage package. Gunter Construction was the low bidder in the amount of \$413,450.

The unit prices for each type of sign are:

- Primary Monument Signage - \$138,000

- Secondary Monument Signage for ELP - \$63,500
- Secondary Monument Signage for PLP - \$72,700
- Vehicular Directional - \$14,500
- Pedestrian Directional - \$4,350
- Kiosk - \$22,500

Staff is looking for direction from CLARB related to the parks entryway signage.

BUDGET IMPACT:

The Parks Capital Improvements Program includes \$100,000 in 2022 and \$100,000 in 2023 for the parks entryway signage. Staff planned on contracting for the full \$200,000 in a single contract, phasing the payment over the two budget years.

ALTERNATIVES:

1. Approve a contract with Gunter Construction for the parks entryway sign package.
2. Provide direction to staff related to the park entryway signs.
3. Postpone this item.

STAFF RECOMMENDATION:

Staff recommends approval of an agreement with Gunter Construction for a reduced project for the parks entryway signs that is within the 2022-2023 CIP budget.

2022 Signage

PLP Secondary Monument Sign	\$72,700
ELP Kiosk Sign	\$22,500
Total 2022 Expense	\$95,200

2023 Signage

ELP Secondary Monument Sign	\$63,500
PLP Kiosk Sign	\$22,500
Vehicular Directional	\$14,500
Pedestrian Directional	\$4,350
Total 2023 Expense	\$104,850

The total cost of the 2022-2023 contract would be \$200,050.

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 written 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 a construction agreement with Gunter Construction for the Parks Entry Signage as outlined by staff.

ATTACHMENTS:

None



CITY OF PARKVILLE Memorandum

Date: June 6, 2022

To: Community Land and Recreation Board Members

From: Alysén Abel, Public Works Director

CC: Tom Barnard, Parks Superintendent

RE: June 2022 Parks Activity Report

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

- Busch Drive Improvements: The plantings were delivered and installed in the landscape feature.
- Storm Damage: Following the storm event on June 8th, several limbs were down. Six loads of debris was hauled to Purcells.
- Tree Trimming: The large branch hanger on the south side of the A-Truss bridge was removed. The large limb was fished out of White Alloe Creek. The Mulberry tree by the Pickleball Courts was split, the tree was pruned and removed.
- Spirit Fountain: The Spirit Fountain is leaking. The fountain was drained for cleaning and trouble shooting for possible cause.
- ELP Restroom: Graffiti was removed in the English Landing Restroom.
- Watkins Park: The grill was installed at Watkins Park. Honeysuckle was removed by the basketball court near Watkins Park.
- Farmers Market: The building was hit by a 53-foot semi truck and trailer on June 13th. The structural engineer evaluated the structure. Staff is working with the insurance companies for the two accidents. Barricades were ordered and placed around the perimeter of the market. Met with potential contractors to get quotes for demolition scope and pricing. Electrical service was terminated.
- Tractor: The City approved a lease agreement for a John Deere tractor. The tractor arrived on June 15th.
- Gateway Park: Staff met with Pinecrest residents to discuss possible park options and the completion of the Route 9 improvements. Large rocks were placed at Pinecrest to prevent access and damage to the City owned property. Met with Arborist to discuss hazardous tree removal along 62nd Street.
- Mower Repair: Staff rebuilt an old finish mower for mowing in the park.
- Gator Maintenance: Gator maintenance was performed.
- Chainsaw Art: Scaffolding was set up for the chainsaw artist to start work on June 28th. TJ Jenkins started carving the woodland creature house in English Landing Park. The work will continue through July.

- Small Dog Park: The latch on the small dog park fence broke, it was fixed.
- Event Preparation:
 - Parade setup for 4th of July parade with cones, barricades and signage.
 - Picnic tables were moved to Field 1 for the legion beer garden.
 - Extension cords were set for the River Park Church play area on Field 1.
- Ballfield Maintenance: The ballfields are mowed bi-weekly as weather permits.
- Sprinkler Maintenance: Broken irrigation heads were changed out at Grigsby Field.
- Trail Maintenance: Trails are maintained throughout the year as necessary.
- Park Maintenance: Staff continues to mow and control weeds in the riverfront park.
- Mowing: In addition to mowing the riverfront park, staff mowed the right-of-way along Hwy 45. Staff also mowed the small parks, PAC, Route 9 entry sign and one-way split on Main Street.
- Restroom Maintenance: Restrooms are power washed, deep cleaned and stocked daily.



CITY OF PARKVILLE Memorandum

Date: August 5, 2022

To: Community Land and Recreation Board Members

From: Alysén Abel, Public Works Director

CC: Tom Barnard, Parks Superintendent

RE: July 2022 Parks Activity Report

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

- 4th of July Preparation: Staff assisted with preparing for the 4th of July parade and events.
 - The electrical pedestals were checked on Main Street.
 - PNS golf cart was brought to Parks Headquarters for the parade.
 - Cones, barricades and signage were distributed and picked up for the parade.
 - Post event cleanup occurred following the parade.
 - Picnic tables were moved from shelters to Ballfield 1 for the legion beer garden.
 - Extension cords were provided to the River Park Church for their play area.
- ELP Restroom: The drain in the men's restroom was backed up. The concrete floor needs to be removed to access the plumbing. There were three service calls for the plumber in July. The sensor on the hand dryer in the men's restroom was replaced. The ladies restroom drain backed up. Sewer camera work was performed to determine the repair needs.
- PLP Restroom: The air freshener misters were checked and changed in the restroom.
- Tree watering: Due to the dry conditions, the plants and trees were watered.
- Tree removal: Tree limbs over the boardwalk in PLP were removed.
- Weed control: Weeds were removed near the old boat ramp. Weeds were removed and flower beds were mulched near the A-truss bridge abutments.
- Volleyball maintenance: Tents were repaired. They were damaged due to kids hanging on them.
- Parks Director: Participated in the interviews for the Parks Director.
- Ballfield Maintenance: Extensive infield work was performed on Ballfield 3.
- Pocket Park Maintenance: The planter boxes in Pocket Park are rotten. They were removed by staff.
- Spirit Fountain: The spirit fountain was drained, cleaned and refilled.

- ELP Lighting Improvements: The electrical bids were received for the Riverfront lighting project in ELP.
- Landscaping: Mulch was applied to trees at City Hall. City Hall weeds were removed, bushes trimmed and bag worms removed.
- Soccer field maintenance: The soccer field was mowed twice in July.
- Dog Park Maintenance: The latch was fixed on the small dog park gate. Weeds were removed around the outside perimeter of the dog parks.
- Chainsaw Art: Scaffolding was set up for the chainsaw artist to start work on June 28th. TJ Jenkins started carving the woodland creature house in English Landing Park. The work continue through July.
- Ballfield Maintenance: The ballfields are drug bi-weekly as weather permits.
- Trail Maintenance: Trails are maintained throughout the year as necessary.
- Park Maintenance: Staff continues to mow and control weeds in the riverfront park.
- Mowing: In addition to mowing the riverfront park, staff mowed the right-of-way along Hwy 45. Staff also mowed the small parks, PAC, Route 9 entry sign and one-way split on Main Street.
- Restroom Maintenance: Restrooms are power washed, deep cleaned and stocked daily.

ITEM 4.A.1.

For 8/22/2022

Community Land and Recreation Board Meeting

CITY OF PARKVILLE Policy Report

Date: August 18, 2022

Prepared By:

Jeffery Rhodes, Asst. to City Administrator

Reviewed By:

Alysen Abel, Public Works Director

ISSUE:

Discussion - Out Year Events / Memorandum of Understanding

BACKGROUND:

The City regularly receives requests from our park users/event planners/partners, asking to book events into the following calendar year. The City's practice has been to deny these requests because we do not have the budget mechanism to receive out-year money and account for it in the correct fiscal year. We open event reservations on January 1 of the next calendar year and proceed to book events on a first-come, first-served basis. The partners who wish to book these events in advance are asking to make a commitment bring an event to Parkville, and have ample time to promote, seek sponsorship, and build networks for their events. The attached DRAFT MOU outlines a possible way forward to fill this gap in service we currently experience.

What you see before you is a proposal to enter into a memorandum of understanding with a potential special event partner/host and enable them to reserve a date in the future. What the MOU does is bind the City and the requestor to this concept that we will hold their date until January 31 of the coming year. If they can complete and pay for their event permit fees by that date, the date is theirs. If they do not, we will release the date back to the public and allow it to be booked by another partner/guest.

As this is just a discussion item, we are presenting this idea to you for consideration. We will also be taking your direction back to the next iteration, working with our attorney to ensure regulatory compliance, and presenting a finalized process to you next meeting.

BUDGET IMPACT:

There is no direct budget impact.

ALTERNATIVES:

STAFF RECOMMENDATION:

POLICY:

SUGGESTED MOTION:

ATTACHMENTS:

1. DRAFT_MOU for OUT YEAR EVENTS_Aug2022



**PARKVILLE MEMORANDUM OF UNDERSTANDING (MOU) FOR FUTURE
SPECIAL EVENT PERMIT**

THIS MEMORANDUM OF UNDERSTANDING (MOU) FOR A FUTURE SPECIAL EVENT – **PERMIT NUMBER (20XX-000 FORMAT)** – for the **NAME OF EVENT** on **DATE(S) OF EVENT** by and between **NAME OF ORGANIZATION** (hereafter “Licensee”) and the City of Parkville, Missouri (hereafter “City”),

WHEREAS, Licensee has asked to utilize certain property of the City for certain limited purposes described herein; and

WHEREAS, per the Guidelines for Events in Parkville, the City may to grant unto Licensee permission to use City property, hereafter known as the "Permitted Property".

NOW, THEREFORE, LICENSEE AND CITY, IN EXCHANGE FOR THE MUTUAL PROMISES CONTAINED HEREIN, AGREE AS FOLLOWS:

1. Permit. The City enters into an MOU with Licensee to use the Property requested in the Special Event Application for the purpose/s described in the Special Event Application. The Special Event Application is attached as **Exhibit 1**.
2. Term of MOU: The MOU shall be in place through January 31, 20XX, after which time, if the Licensee does not complete all aspects of the Special Event Application, including payment of all fees, and submission of appropriate documentation, the MOU will expire and the agreed upon date will be released back to the public.
3. Compliance: Licensee agrees to comply with all applicable federal, state, and local laws. Licensee agrees to abide by all applicable portions of the Guidelines for Events in Parkville which are supplemental to Parkville Municipal Code
4. Indemnity: As a condition to this MOU, Licensee agrees to indemnify, hold harmless, and defend the City, its officers, agents and employees, from and against all claims, losses and liabilities, or use of the MOU by Licensee, its employees, agents, contractors, invitees or other persons, notwithstanding any possible concurrent negligence on the part of the City, its officers, agents and employees. This indemnification obligation shall include the obligation to indemnify, hold harmless and defend City from and against any third party claims of any employee or contractor of Licensee and any user of the licensed premises, who also has a claim against Licensee, and also against any subrogation claims for recovery of benefits paid or furnished.

5. Notices: All notices required by this MOU shall be in writing, and unless otherwise directed by this MOU, shall be sent to the addresses as set forth in this Section:

To the City: City of Parkville
Attn: Parks & Recreation Director
8880 Clark Avenue
Parkville, MO 64152
parks@parkvillemo.gov

To the Licensee: EVENT CONTACT NAME
NAME OF ORGANIZING GROUP
ADDRESS OF ORGANIZATION
City, State Zip
MAIN CONTACT EMAIL
MAIN CONTACT PHONE

6. Entire MOU: This MOU contains the entire agreement of the parties. No modification, amendment or waiver of any of the provisions of this MOU shall be effective unless in writing specifically referring to, and signed by both parties.
7. Applicable Law and Venue: This MOU shall be governed by the laws of the State of Missouri. In the event of any litigation arising hereunder, the parties agree that venue shall be properly had only in the State Circuit Court for Platte County, Missouri.
8. Injunctive Relief: Per the Guidelines for Events in Parkville, in the event the Licensee fails to comply with the provisions of this MOU, the Licensee agrees that it will not oppose any action taken by the City to prohibit the improper or unauthorized use of the Permitted Property.

IN WITNESS WHEREOF, THE PARTIES HAVE EXECUTED THIS MOU AS OF THE DAY AND YEAR FIRST WRITTEN ABOVE.

By: _____

Date: _____

Printed Name: _____

Title: _____

By: _____

Date: _____

Printed Name: Brittanie Propes

Title: Parks & Recreation Director

Permit Number: FROM PERMIT/INVOICE



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

May 2022 Work Report
Parkville Nature Sanctuary

Kristen Bontrager

Programming – Nature Camp to be held June 1st – 3rd and June 8th – 10th

FOPNS- Will have its annual photo exhibit at the Anita B. Gorman Conservation Discovery Center (4750 Troost) on July 5th from 5:30 – 7:00 PM. All are welcome and invited to join.

Volunteers:

Current Volunteer Hours:

Month	Hours this month	Total hours
January	17	17
February	21	38
March	40	78
April	136	214
May	98	312

Eagle Scout – Sam Manis completed his Eagle Scout project on May 28th.



June 2022 Work Report
Parkville Nature Sanctuary

Kristen Bontrager

Programming – Nature Camp had 18 campers the first week and 7 the second week. Total money raised for Nature Sanctuary future programming: \$1,000. The amount reflects the additional four free slots that were donated to partnering organizations; Parkhill School District and Bridging the Gap. Partners who assisted in Nature Camp: Mantooth Creative, Environment Missouri, Parkville Living Center, Manheim Community Gardens, Compost Collective, Heartland Conservation Alliance, FOPNS, Missouri Organics, and community members.

Parkville Police Department joined us both weeks at Nature Camp and have been requested back every year!

A \$300 donation was made toward sponsorship program from a family who attended Nature Camp this year and last year.

FOPNS- eleven photographers were recognized at the annual reception for photo contest winners and runners up. Photos will be hung at MDC's Discovery Center at 4750 Troost until August.

Volunteers:

Current Volunteer Hours:

Month	Hours this month	Total hours
January	17	17
February	21	38
March	40	78
April	136	214
May	98	312
June	415	727

Eagle Scout –No upcoming Eagle Scout projects until fall.

Sponsorship update- total amount received to date; \$2,450. Just shy of half of our end goal of \$5,000.



July 2022 Work Report
Parkville Nature Sanctuary

Kristen Bontrager

Programming – Ghost Stories: Confirmed with Streets Dept. that they will serve food at the event this year. Met with a handful of volunteers to begin the process of planning the “spooky trail”. We are still looking for a ~ 4’ gas grill to use for cooking hotdogs.

FOPNS- Three new bricks installed in the memorial garden patio. Welcomed a new member to the Board, Cheryl Palmer.

Volunteers:

Stream Team 907: met this month and we had 11 volunteers to do Water Quality Monitoring.

Stephen Daniels with Riverpark Church brought a group of 80 volunteers to PNS. The group mulched trails, weeded all gardens, and top dressed gardens with mulch.

Current Volunteer Hours:

Month	Hours this month	Total hours
January	17	17
February	21	38
March	40	78
April	136	214
May	98	312
June	415	727
July	133	860

Eagle Scout –No upcoming Eagle Scout projects until fall. This year we have had 4 Scouts complete projects in PNS.

Sponsorship update- total amount received to date; \$4,540 out of \$5,000



PUBLIC WORKS DEPARTMENT PROJECT UPDATE – JUNE 2022

1. PLP Wetlands – The city serves as a local project sponsor with the project led and contracted out by the US Army Corps of Engineers (Corps). [Funding via Section 1135](#) for construction of a Wetland Project in Platte Landing Park, includes:
 - Construction of wetland areas and restoration of a riparian corridor,
 - Contractor: BKM Construction
 - Subcontractors: Linaweaver and Natural States Landscaping.
 - February 2020: Project mobilized.
 - October 2020: Corps accepted project according to terms of agreement, “substantial completion”, continuing to inspect and address project performance.
 - October 2021: Staff met with the Army Corps and Missouri Department of Conservation (MDC) to review the first year of the project. MDC reported that the wetland “has a good compliment of species for ducks....and sees it as looking pretty good for YEAR 1 of a project.”
 - From Army Corps - They (MDC) reminded us that wetlands take several years to really mature (7-10 minimum) and even have some that have been 20 year projects.
 - February 2022: Erosion control matting deficiency removed from basin. Reason: incorrect design specifications, not fully biodegradable
 - May 2022: Staff met with the Corps for update and next steps.
 - **July 19, 2022: A work session will be held with BoA and CLARB w/history and status update.**

STATUS – IN PROGRESS.
2. Pocket Park Improvements
 - December 2020: Board of Aldermen approved the Pocket Park Master Plan, a bump-out design, and install decorative planters in conjunction with steel bollard inner core. Project now has three (3) phases:
 1. Reconstruct south stairs; and
 2. Bollard/bump-out safety improvements in front of Pocket Park; and
 3. Relocate Grigsby statue (pulled from original agreement due to engineering/design needs).
 - June 2021: Preconstruction meeting with contractor.
 - April 2022: Start date of project: Main Street businesses and MSPA notified;
 - Kaw Valley Engineering hired to review soil stability associated w/statue relocation report:
 - Complete and forwarded to Renaissance Infrastructure Consulting (RIC)
 - May 2022: RIC finalizing design work of retaining wall for statue relocation:
 - anticipated date of bid: 5/17/2022
 - May 11, 2022: Upper portion of concrete stairs poured w/access to AirBNB estimated 5/14/22
 - May 20, 2022: The concrete for the Pocket Park Stairs is completed.
 - June 24, 2022: The lower guardrails have been installed and painted.

- June 2022: Staff received a quote from American Fence to install a handrail on the upper portion of the stairs. This work is anticipated for mid-July.
 - June 15, 2022: Staff contacted McConnell Construction Co. (low bidder of Phase 1) and requested updated pricing for the work they bid last year. That revised number is expected by July 11, 2022.
- STATUS – IN PROGRESS*

3. Riverfront Park Entry Signage

- 2020 Budget: Entry signage for the both riverfront parks funded.
- Vireo hired to design concepts for approval.
- Long-range budget includes funding for installation of signs.
- Committee (reps from: BoA, CLARB and staff meet RE: vision for signage).
- Concepts presented to CLARB and BoA.
- BoA approve professional services agreement Vireo to develop preliminary and final drawings and specifications for new signs.
- February 2022: Preliminary design layouts presented to CLARB and BoA.
- Designs approved w/1 change: add the word “Park” to primary & secondary monument signs.
- Design team preparing construction documents
- 3rd Quarter 2022 (est.): Preliminary bid date for signs.
- 4th Quarter 2022 (est.): Primary/Secondary monument signs constructed and installed
- Spring 2023: remainder of signage (kiosks and wayfinding) constructed and installed.
- Missouri One Call has performed utility locates along south side of McAfee Street and forwarded to consultant. (will help pin-point locations for primary & secondary monuments).
- May 12, 2022: 95% complete construction documents submitted to staff.
- June 2022: Staff is compiling the bid documents for the entry signs. It is anticipated that the bid package will be released in mid-June.
- June 13, 2022: Project released for bid.
- July 12, 2022: Bid opening.

STATUS – IN PROGRESS.

4. Busch Drive Roundabout Improvements – from City’s Capital Improvement Program.

- Improve traffic circle at end of Busch Drive in English Landing Park. Improvements include:
- New retaining wall, landscape, hardscape and a fountain feature.
- 2021: Retaining wall w/utility conduit, earth-fill, masonry work and concrete curb completed.
- February 2022: Masonry applied to retaining wall; electrical and water lines installed.
- Embassy Landscape contracted to install landscape and hardscape features.
- Good Earth Water Gardens contracted to install water feature.
- Some elements completed by City staff – added fill dirt, installed drain tile, added rock and fabric.
- May 9, 2022: Installation of water feature begins.
- May 20, 2022: The water feature has been installed.
- May 25, 2022: Streets department installed asphalt patching along the base of the circle drive.
- June 7, 2022: Landscaping has been installed.

STATUS – COMPLETE.

5. Watkins Park Improvements

- November 2020, BoA approve Watkins Park Master Plan.
- March 2021, BoA approve revised Watkins Park Master Plan.
- Outreach Grant from Platte County to assist with improvements approved.
- May 2022: majority of work complete. (i.e., shelter building, parking lot, park entrance wooden fencing. Note: approx. 64 feet of fencing not installed due to utility locates. (This additional fencing to be installed at entrance to Sullivan Nature Sanctuary.)
- May 20, 2022: Playground equipment was installed.
- **Fall 2022/Spring 2023: Grass seeding after Stream Bank Stabilization project is complete.**

STATUS – IN PROGRESS.

6. PLP Improvements

- June 2021 - Parkville receives a \$1 million Park Partnership Grant from Platte County.
- 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.
- March 1st Board of Aldermen meeting, the Board directed Staff to hold-off on any further work until a Parks Director has been hired. Estimated date of hire June/July 2022.
- **No project updates.**

STATUS – ON HOLD.

7. Park Outreach Grant Application

- January 2022 – CLARB directs staff to prepare a Platte County Outreach Grant application for additional lighting along the riverfront trail in English Landing Park.
- Tuesday, February 22 – Staff presents application to the Outreach Grant Committee
- March 30, 2022 – Grant awarded.
- April 6, 2022 – Agreement signed and submitted by Staff
- Late Summer/Early Fall 2022 – Anticipated project start.
- **No project updates.**

STATUS – IN PROGRESS.

8. Farmers Market – There are concerns about the existing Farmers Market structure.

- BBN Architects and Leigh & O’Kane hired to evaluate the existing structural stability of the Farmers Market building.
 - Alternate repair/replacement options with corresponding cost estimates provided.
 - Staff received est’s for both enclosed & open concept metal bldg: Lester Buildings.
- April 13, 2022 – Design concepts presented at CLARB meeting
 - City will pursue additional quotes from other prefabricated building manufacturers, using the Lester Building proposal as a basis of design.

- April 28, 2022 a truck ran into the South side of the Eastern-most bay of the existing structure, causing extensive damage to that bay.
 - PPD solved incident. Company responsible turned incident into their insurance.
 - The debris was removed the following day.
 - A structural assessment was made by Leigh & O’Kane and it was determined that the remaining structure was stable enough to remain in operation for this season.
- May 20, 2022: Staff worked with a contractor to remove the eastern two bays. This work was completed.
- June 13, 2022: 18-Wheeler truck ran into the North side of the structure.
 - PPD solved incident. Company responsible turned incident into their insurance.
 - A structural assessment was made by Leigh & O’Kane and it was determined a little over 70% of the existing structure shows signs of damage due to the vehicular impact and should be carefully removed. There is a small portion of the structure on the west end that could remain if you wanted to keep the two exiting bays.
 - June 14, 2022: Barricades were placed around entire structure. Subsequent Farmers Markets have been located in tents in the parking lot on the other side of East Street.
- June 2022: Staff received the scope and fee for an architect to assist with compiling the plans and specifications for the bid documents. This agreement will be presented at an upcoming Finance meeting.
- June 2022: Staff decided to seek public engagement in how a new Farmers Market structure should function and what it should look like. Staff received a scope and fee from Confluence for the public engagement portion of the project.
- July 13, 2022: A joint work session comprised of Staff, the Board of Aldermen and CLARB is scheduled on this date to kick-off discussions on a new Farmers Market structure.

STATUS – IN PROGRESS.

9. Watkins Park Streambank Stabilization

- 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.
- March 2022 – City applied for and received preliminary approval for a Stormwater Management Grant through Platte County.
 - Staff is studying the logistics of where the bank stabilization rock will be stored and how it will be moved around the site without disrupting the new construction.
- June 2022: Staff received informal notice of award for this project. Once the funding agreement has been executed, staff will start working on the bid documents.
- Mid-July 2022: Staff will meet on site with David Dods, Environmental Engineer, to get his input on the design of the stream bank stabilization, prior to finalizing the design.

STATUS – IN PROGRESS



PUBLIC WORKS DEPARTMENT
PROJECT UPDATE – AUGUST 2022
FOR BRITTANIE PROPE

1. PLP Wetlands – The city serves as a local project sponsor with the project led and contracted out by the US Army Corps of Engineers (Corps). [Funding via Section 1135](#) for construction of a Wetland Project in Platte Landing Park, includes:
 - Construction of wetland areas and restoration of a riparian corridor,
 - Contractor: BKM Construction
 - Subcontractors: Linaweaver and Natural States Landscaping.
 - February 2020: Project mobilized.
 - October 2020: Corps accepted project according to terms of agreement, “substantial completion”, continuing to inspect and address project performance.
 - October 2021: Staff met with the Army Corps and Missouri Department of Conservation (MDC) to review the first year of the project. MDC reported that the wetland “has a good compliment of species for ducks....and sees it as looking pretty good for YEAR 1 of a project.”
 - From Army Corps - They (MDC) reminded us that wetlands take several years to really mature (7-10 minimum) and even have some that have been 20 year projects.
 - February 2022: Erosion control matting deficiency removed from basin. Reason: incorrect design specifications, not fully biodegradable
 - May 2022: Staff met with the Corps for update and next steps.
 - **July 19, 2022: A work session was held with the Board of Aldermen and CLARB. (Meeting notes at M:\Boards & Committees\Board of Aldermen\2022\07-19-22\Work Session). The Corp of Engineers, and Missouri Department of Conservation provided an update and status of project/wetland. It was proposed that the Wetlands may not have been in place long enough to determine its success or failure. In addition there may be sand pockets that are allowing water to filter out of the basins. Mayor Katerndahl invited resident and Environmental Engineer, David Dods to participate in a small subcommittee to help develop a restoration strategy and he accepted.**
 - **Staff is waiting for the results of the subcommittee’s site observations and investigations.**
- STATUS – IN PROGRESS.*
2. Pocket Park Improvements
 - December 2020: Board of Aldermen approved the Pocket Park Master Plan, a bump-out design, and install decorative planters in conjunction with steel bollard inner core. Project now has three (3) phases:
 1. Reconstruct south stairs; and
 2. Bollard/bump-out safety improvements in front of Pocket Park; and
 3. Relocate Grigsby statue (pulled from original agreement due to engineering/design needs).
 - June 2021: Preconstruction meeting with contractor.

- April 2022: Start date of project: Main Street businesses and MSPA notified;
 - Kaw Valley Engineering hired to review soil stability associated w/statue relocation report;
 - Complete and forwarded to Renaissance Infrastructure Consulting (RIC)
- May 2022: RIC finalizing design work of retaining wall for statue relocation:
 - anticipated date of bid: 5/17/2022
- May 11, 2022: Upper portion of concrete stairs poured w/access to AirBNB estimated 5/14/22
- May 20, 2022: The concrete for the Pocket Park Stairs is completed.
- June 24, 2022: The lower guardrails have been installed and painted.
- June 2022: Staff received a quote from American Fence to install a handrail on the upper portion of the stairs. This work is anticipated for mid-July.
- June 15, 2022: Staff contacted McConnell Construction Co. (low bidder of Phase 1) and requested updated pricing for project specifications to move statue to raised landing next to wood decking (similar to work bid last year).
- July 11, 2022: Staff received updated pricing from McConnell. They remained the low bidder.
- September 12, 2022: Anticipated start date for Phase 1 construction.
- Staff decided to relocate Grigsby statue to an engineered concrete slab just west of the upper deck, and as an extension of the concrete sidewalk that was poured as a part of Phase 2.
- Renaissance Infrastructure Solutions was hired to design the slab. The design documents are expected by 8/15/22. Staff will then request quotes on the work (including the setting of the statue) from McConnell Terry Snelling and SGI. Demolition of the existing granite and concrete base will likely be change-ordered into McConnell's contract.
- September 8, 2022: Staff requested pricing from M2M Framing for the repair of the planter wall on the south side of the existing deck. Staff is currently awaiting pricing.

STATUS – IN PROGRESS

3. Riverfront Park Entry Signage

- 2020 Budget: Entry signage for the both riverfront parks funded.
- Vireo hired to design concepts for approval.
- Long-range budget includes funding for installation of signs.
- Committee (reps from: BoA, CLARB and staff meet RE: vision for signage).
- Concepts presented to CLARB and BoA.
- BoA approve professional services agreement Vireo to develop preliminary and final drawings and specifications for new signs.
- February 2022: Preliminary design layouts presented to CLARB and BoA.
- Designs approved w/1 change: add the word "Park" to primary & secondary monument signs.
- Design team preparing construction documents
- 3rd Quarter 2022 (est.): Preliminary bid date for signs.
- 4th Quarter 2022 (est.): Primary/Secondary monument signs constructed and installed
- Spring 2023: remainder of signage (kiosks and wayfinding) constructed and installed.
- Missouri One Call has performed utility locates along south side of McAfee Street and forwarded to consultant. (will help pin-point locations for primary & secondary monuments).
- May 12, 2022: 95% complete construction documents submitted to staff.
- June 2022: Staff is compiling the bid documents for the entry signs. It is anticipated that the bid package will be released in mid-June.

- June 13, 2022: Project released for bid.
- July 12, 2022: Bid opening and in evaluation stage.
- August 10, 2022: Due to inflated pricing, Staff discussed whether or not to proceed with procurement of some signage or postpone the project and use the money for other parks work. It was decided to present and discuss these options at the August 22, 2022 CLARB meeting.

STATUS – IN PROGRESS.

4. Busch Drive Roundabout Improvements – from City’s Capital Improvement Program.

- Improve traffic circle at end of Busch Drive in English Landing Park. Improvements include:
- New retaining wall, landscape, hardscape and a fountain feature.
- 2021: Retaining wall w/utility conduit, earth-fill, masonry work and concrete curb completed.
- February 2022: Masonry applied to retaining wall; electrical and water lines installed.
- Embassy Landscape contracted to install landscape and hardscape features.
- Good Earth Water Gardens contracted to install water feature.
- Some elements completed by City staff – added fill dirt, installed drain tile, added rock and fabric.
- May 9, 2022: Installation of water feature begins.
- May 20, 2022: The water feature has been installed.
- May 25, 2022: Streets department installed asphalt patching along the base of the circle drive.
- June 7, 2022: Landscaping has been installed.

STATUS – COMPLETE.

5. Watkins Park Improvements

- November 2020, BoA approve Watkins Park Master Plan.
- March 2021, BoA approve revised Watkins Park Master Plan.
- Outreach Grant from Platte County to assist with improvements approved.
- May 2022: majority of work complete. (i.e., shelter building, parking lot, park entrance wooden fencing. Note: approx. 64 feet of fencing not installed due to utility locates. (This additional fencing to be installed at entrance to Sullivan Nature Sanctuary.)
- May 20, 2022: Playground equipment was installed.
- Fall 2022/Spring 2023: Grass seeding after Stream Bank Stabilization project is complete.
- A portion of the existing walking trail will be removed as a part of the stream bank stabilization project (see project info below). Staff will decide if that portion or all of the existing trail will be removed and replaced.

STATUS – IN PROGRESS.

6. PLP Improvements

- June 2021 - Parkville receives a \$1 million Park Partnership Grant from Platte County.
- 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.
 - March 1st Board of Aldermen meeting, the Board directed Staff to hold-off on any further work until a Parks Director has been hired. Estimated date of hire June/July 2022.
 - **No project updates.**
- STATUS – ON HOLD.*

7. Park Outreach Grant Application – Additional Trail Lighting

- January 2022 – CLARB directs staff to prepare a Platte County Outreach Grant application for additional lighting along the riverfront trail in English Landing Park.
 - Tuesday, February 22 – Staff presents application to the Outreach Grant Committee
 - March 30, 2022 – Grant awarded.
 - April 6, 2022 – Agreement signed and submitted by Staff
 - **Low bidder was 4 Star Electric. Their bid was approved by the Finance Committee and is scheduled to be presented for approval at the Board of Aldermen meeting on August 30, 2022.**
 - **Late September 2022 – anticipated start date**
- STATUS – IN PROGRESS.*

8. Farmers Market – There are concerns about the existing Farmers Market structure.

- BBN Architects and Leigh & O’Kane hired to evaluate the existing structural stability of the Farmers Market building.
 - Alternate repair/replacement options with corresponding cost estimates provided.
 - Staff received est’s for both enclosed & open concept metal bldg: Lester Buildings.
- April 13, 2022 – Design concepts presented at CLARB meeting
 - City will pursue additional quotes from other prefabricated building manufacturers, using the Lester Building proposal as a basis of design.
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 - PPD solved incident. Company responsible turned incident into their insurance.
 - The debris was removed the following day.
 - A structural assessment was made by Leigh & O’Kane and it was determined that the remaining structure was stable enough to remain in operation for this season.
- May 20, 2022: Staff worked with a contractor to remove the eastern two bays. This work was completed.
- June 13, 2022: 18-Wheeler truck ran into the North side of the structure.
 - PPD solved incident. Company responsible turned incident into their insurance.
 - A structural assessment was made by Leigh & O’Kane and it was determined a little over 70% of the existing structure shows signs of damage due to the vehicular impact and should be carefully removed. There is a small portion of the structure on the west end that could remain if you wanted to keep the two exiting bays.

- June 14, 2022: Barricades were placed around entire structure. Subsequent Farmers Markets have been located in tents in the parking lot on the other side of East Street.
- June 2022: Staff received the scope and fee from BBN to assist with compiling the plans and specifications for the bid documents.
- June 2022: Staff, with approval of BoA, seeking public engagement for new Farmers Market structure: function and appearance. In the interest of time Confluence commencing public engagement at joint session on July 13, 2022. Proposal forthcoming for public engagement proposal of this project.
- July 13, 2022: A joint work session comprised of consultants, Board of Aldermen, CLARB, Staff, and community to kick-off discussions about Farmers Market structure. A follow-up community input is tentatively set for July 26, 2022.
- July 26, 2022: Public meeting held was held at City Hall. Confluence presented examples of other Farmers Markets in the metropolitan area. This was followed by an inter-active electronic survey for the meeting attendees about what a new Farmers Market should look like and how it should be used. The survey was extended to the public via social media for the next few weeks.
- August 11, 2022: Insurance adjusters for the City and for C.R. England (trucking company that was involved in the second accident) were on site assessing the damage done by the recent accidents.
- August 11, 2022: Staff met with Confluence regarding the community outreach survey results. Some takeaways: New Farmers Market orientation and location should remain as is; the structure should be a multi-purpose, year-round venue; the City should partner with another entity (e.g. Park University, American Legion, etc). The survey results will be presented at the next CLARB meeting on August 22, 2022.
- Once the Community Outreach phase has been completed, and the insurance claim has been settled, BNN will take over as the designers for the new Farmers Market structure.

STATUS – IN PROGRESS.

9. Watkins Park Streambank Stabilization

- 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.
- March 2022 – City applied for and received preliminary approval for a Stormwater Management Grant through Platte County.
 - Staff is studying the logistics of where the bank stabilization rock will be stored and how it will be moved around the site without disrupting the new construction.
- June 2022: Staff received informal notice of award for this project. Once the funding agreement has been executed, staff will start working on the bid documents.
- August 10, 2022: Staff met on site with David Dods, Environmental Engineer, to get his input on the design of the stream bank stabilization, prior to finalizing the design. David Dods is assisting Staff in a capacity of a concerned Parkville citizen. Staff agreed that we would incorporate his suggestions into the design documents.
- Late August, 2022: Staff will issue design documents out for bid.
- Fall 2022: Construction is anticipate to start. Anticipated duration – 30 days.

STATUS – IN PROGRESS