



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 he 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 13th day of July, 2022.


Bonnie Buckmaster, Public Works Assistant

7/13/2022
Approval date