



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#21-07)

MINUTES

CITY OF PARKVILLE, MISSOURI

Monday, August 22, 2022 6:00 PM

City Hall Board Room

1. CALL TO ORDER

Members present were:

Linda Arnold
Neil Davidson
Michelle Flamm
Dana Laiben
Amanda Blackwood
Nathan Askren
Mary Jane Kuehn

Absent with prior notice were:

Adam Zink
Steven Sturgess

Phil Wassmer (Liaison)

Roll was called by Bonnie Buckmaster, Public Works Department Assistant. A quorum of the Board was present.

Alexa Barton, City Administrator; Jeffrey Rhodes, Assistant to the City Administrator; Alysén Abel, Public Works Director; Brittanie Propes, Parks and Recreation Director; Tom Barnard, Park's Superintendent; Chris Ashley, Project Manager; and Bonnie Buckmaster, Public Works Assistant, were present on behalf of the City.

Member Neil Davidson welcomed new members Nathan Askren and Mary Jane Kuehn; and also thanked Robert Stuteville and Laura Ozenberger for their long-time service to the CLARB who have retired from the Board.

Alysén Abel, Public Works Director, introduced Brittanie Propes, Parks and Recreation Director to the CLARB, who gave a brief introduction and is excited to join the team.

2. CONSENT AGENDA

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

ACTION: Michelle Flamm moved to approve the meeting minutes from the June 8, 2022, regular meeting; Linda Arnold seconded.

RESULT: Motion Passed: 7-0.

3. ACTION AGENDA

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

Alysen Abel, Public Works Director, provided a background about the Parks Entry Signage Project. Gunter Construction was the low bidder, with a bid in the amount of \$413,450. The signage types and costs were outlined in the CLARB packet. Staff is looking for direction from CLARB on how to move forward with this project. The budget is \$200,000 split between 2022 and 2023.

Discussions included the locations and types of signs, including medallions that can be interchanged. It is anticipated that the 2022 budget will go toward the signage in Platte Landing Park and the 2023 budget will go toward signage in English Landing Park.

City Administrator, Alexa Barton, approached the CLARB and asked that they possibly consider holding off on the recommendation until there is more known about the funding needed for Farmer's Market. There should be more information regarding the funding in a couple of months.

Abel provided options for CLARB to consider, which included rejecting the bids and rebidding next year, or to move forward with the project.

ACTION: Michelle Flamm moved to defer the Parks Entry Signage project, for the time being, until CLARB understands the budget for reconstructing the Farmers Market; Linda Arnold seconded.

RESULT: Motion Passed: 7-0.

4. STAFF UPDATES ON ACTIVITIES

A. Parks

Alysen Abel, Public Works Director, introduced the staff to the new members of CLARB.

Tom Barnard, Parks Superintendent, gave a background of his 16-year experience with the parks.

Kristen Bontrager - Parkville Nature Sanctuary Director and her assistant Wayne Fraizer (not in attendance).

Chris Ashley - Public Works Project Manager - introduced himself to the Board.

Bonnie Buckmaster - Public Works Assistant, Contract Specialist and Administrative Assistant for CLARB.

Jeffery Rhodes, Assistant to the City Administrator.

1. Discussion - Out Year Events / Memorandum of Understanding

Jeffery Rhodes, Assistant to the City Administrator, addressed the CLARB regarding some of the larger and returning park events. Rhodes proposed entering into an agreement to hold the date for the next budgeting year. Rhodes presented a Memorandum of Understanding and asked CLARB's consideration to move forward and would bring a draft back to the board in the future for approval.

Presently, the deposit required is \$25, which staff intends to meet with legal to see if we should require more of a payment to hold the spot. It was suggested that bookings would open January 1st and be on a first come first served basis to reserve dates.

CLARB agreed that this would be beneficial.

B. Nature Sanctuary

C. Public Works

5. MISCELLANEOUS ITEMS FROM THE BOARD

Chainsaw art update - The CLARB said that the carving looked great! Tom Barnard said that T.J.Jenkins would be back to complete the sculpture soon and that it is 90% complete.

Parkville Days Float - Kristen Bontrager, Nature Sanctuary Director and volunteers put the float together and handed out seed packets and water bottles with the ghost story information on them.

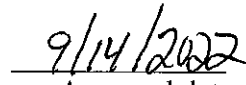
6. ADJOURN

ACTION: Michelle Flamm moved to adjourn at 7:11 p.m.; Dana Laiben seconded.

RESULT: Motion Passed: 7-0.

The minutes for August 22, 2022, having been read and considered by the Community Land and Recreation Board, were approved on the 14th day of September, 2022.


Bonnie Buckmaster, Public Works Assistant


Approval date