



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#22-09)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, October 12, 2022 6:00 PM

City Hall Board Room

1. CALL TO ORDER

The meeting was called to order at on October 12, 2022. Roll was called by Bonnie Buckmaster, Public Works Department Assistant.

Members present were:

Adam Zink
Neil Davidson
Michelle Flamm
Linda Arnold
Steven Sturgess
Dana Laiben
Nate Askren
Amanda Blackwood
Mary Jane Kuehn
Phil Wassmer (Liaison)

Absent with prior notice were:

A quorum of the Board was present.

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

2. CONSENT AGENDA

A. Approve the minutes for the September 14, 2022, regular meeting.

ACTION: Michelle Flamm moved to approve the September 14, 2022 regular meeting minutes. Neil Davidson seconded.

RESULT: Motion: 9-0.

3. ACTION AGENDA

4. DISCUSSION

A. Bike Fix-It Station Placement

Brittanie Propes, Parks and Recreation Director, presented options for a general location to install a bike rack or bike fix-it station. Staff identified three areas that they felt would be a good location. The preferred locations included near Friends

Shelter, near the Park's Headquarters, or between the pickle ball and volleyball courts. The rough estimated cost is \$2,400 plus concrete. Staff would like to install one station in 2022, and could install others in the future. The station would include some tools and an air pump for use.

After a brief discussion, CLARB preferred the area north of the parks headquarters. Staff will take this into consideration and will move forward with getting quotes.

B. Dog Drinking Fountains

Brittanie Propes, Parks and Recreation Director, read aloud a letter that was received from resident Elaine Kellerman regarding dog drinking fountains. This letter will be attached to the minutes.

Propes presented options, included in the CLARB packet, for drinking fountains with dog bowls attached to be placed in the two dog parks.

After a brief discussion, the CLARB liked option C, which included a drinking fountain and a water bowl at the bottom for the dogs, or option D, which included two drinking fountains, one being ADA compliant with a water bowl at the bottom. The drinking fountains would be winterized and shut down in the winter. These also included a panel where staff could access a water spigot. CLARB also mentioned having something near the shelter. Staff will move forward with getting solid quotes.

C. Review 2023 Parks CIP Project Priorities

Jeffery Rhodes, Assistant to the City Administrator, presented a draft of the Park Sales Tax Revenue, Expenditures, and Project Report from 2019 to 2023, included in the CLARB packet. There will be some amendments to this report including the dog park shelter, wetlands, and Rt. 9 mowing.

CLARB thanked Jeffery and appreciated the draft report detailing the Park Sales Tax expenditures. CLARB would also like information from the General Fund park related contribution. City Administrator, Alexa Barton, explained that moving forward, there will be a central account - "Park Fund" - that will include funds from the General Fund and the Park's Sales Tax that will list all operational and project expenses etc. to budget and balance the Park Fund.

Brittanie Propes, Parks and Recreation Director, presented a draft report showing park priorities that was included in the CLARB packet. This report will be updated as some items were inaccurate and will be updated in the final report.

There was a brief discussion regarding the statistically sound survey. City Administrator, Alexa Barton, recently spoke with ETC Institute, which is an organization that has served throughout the United States. ETC will be able to track and ensure that the entire Parkville community will be heard and will not include more than one vote per household, and non-Parkville residents will not be able to take the survey. ETC suggested forming a small committee to help ETC with the survey questions.

5. STAFF UPDATES ON ACTIVITIES

A. CLARB Presentation October

Brittanie Propes, Parks and Recreation Director, presented a PowerPoint of projects that have been completed and projects that are currently in progress together with upcoming events.

Farmers Market next steps:

10/28/22 - Small group meeting to review designs from BBN Architects.

11/9/22 - Joint CLARB and BOA Work Session prior to the regular CLARB meeting.

Alexa Barton, City Administrator, addressed a question from the CLARB regarding the possibility of using the vacated MOAW well raw water for irrigation. Recently, staff met with a MOAW representative who are looking into this possibility.

B. CIP Project Updates

C. Parks Maintenance

D. Nature Sanctuary

6. MISCELLANEOUS ITEMS FROM THE BOARD

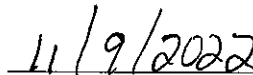
7. ADJOURN

ACTION: Michelle Flamm moved to adjourn at 7:08 p.m. Linda Arnold seconded.

RESULT: Motion: 9-0.

The minutes for October 12, 2022, having been read and considered by the Community Land and Recreation Board, were approved on the 9th day of November, 2022.


Bonnie Buckmaster, Public Works Assistant


Approval date