



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#22-10 Tentative)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, November 9, 2022 6:00 PM

City Hall Board Room

1. CALL TO ORDER

The meeting was called to order at 6:35 p.m. on November 9, 2022. Roll was called by Bonnie Buckmaster, Public Works Assistant.

Members present were:

Adam Zink

Neil Davidson

Michelle Flamm

Linda Arnold

Steven Sturgess

Dana Laiben

Nate Askren

Amanda Blackwood

Mary Jane Kuehn

Absent with prior notice were:

Phil Wassmer (Liaison)

A quorum of the Board was present.

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

2. CONSENT AGENDA

- A. Approve the minutes for the November 12, 2022 regular meeting

ACTION: Michelle Flamm moved to approve the minutes from the October 12, 2022 regular meeting; Steven Sturgess seconded.

RESULT: Motion Passed: 9-0.

3. ACTION AGENDA

- A. Recommendation to update the Tree Ordinance **150.150**

Brittanie Propes, Parks and Recreation Director, presented the Tree Ordinance 150.150 and proposed an amendment to read that "potentially hazardous" trees should be removed when there is a potential threat to life and property or harbor

insects or disease which constitute a potential threat to other city trees.

The CLARB expressed concern regarding the addition of the word "potential". Alexa Barton, City Administrator, explained that the entire ordinance would be reviewed by the city attorney including language for city property and private property. The ordinance will come back before the CLARB for review, once revised.

ACTION: Amanda Blackwood moved to authorize changes to the Tree Ordinance 150.150; Mary Jane Kuehn seconded.

RESULT: Motion Passed: 9-0.

B. Recommendation to purchase one Bike Fix-It Station.

Brittanie Propes, Parks and Recreation Director, presented a quote for \$3,172.63 to purchase one Bike Fix-It Station to be installed in English Landing Park near the Parks Headquarters on the NE corner of the lot. The 2022 Capital Improvements Plan included \$5,000 to purchase bike equipment. The remaining funds would go towards the concrete and installation, which staff will pour the concrete and install to keep the cost at \$5,000.

ACTION: Michelle Flamm moved to recommend that the Board of Aldermen approve the purchase of a Bike Fix-It Station for \$3,172.63; Linda Arnold seconded.

RESULT: Motion Passed: 9-0.

4. NON-ACTION AGENDA

A. Parks and Recreation Programming & Events

Upcoming Events:

Parkville Nature Sanctuary - Winter Wonderland December 10th, 1:00-3:00 p.m.
Holiday Lights Contest - Virtual Program

Tentative Parks & Recreation Events to add in 2023:

- Rolling on the River - Bike Ride, in partnership with Platte County Parks and Riverside
- Movie nights - Free family-friendly outdoor movie nights, partnership with Creekside
- KC Symphony - Plans to return to English Landing Park for free outdoor concerts, partnership with KC Symphony

Other opportunities Propes is seeking partnerships for: Adult sports including pickleball leagues, yoga in the park, Parks and Rec Month and run club.

CLARB thanked Brittanie for getting these events going.

B. LWCF Grant Project Area Update

Brittanie Propes, Parks and Recreation Director, explained that while taking a tour of English Landing Park, she was made aware that Ball Field One was developed with

Land Water Conservation Fund (LWCF) grant money and that the Veterans Memorial would be developed in that area. The current grant areas include all three of the ball fields in ELP and Vikings Field. Propes recently attended a LWCF training session and said that it was emphasized that any project completed with LWCF grant funding must remain that way in perpetuity. Ball Field One cannot be replaced with a passive recreation area, such as the Veterans Memorial, without going through a process with the LWCF Grant. Having this information, the Veterans Memorial would be delayed. Propes said that there could be a request to relocate and it could be a multi-purpose field. Staff considered the area in Platte Landing Park where the soccer field is located. Propes went on to say that there could possibly be a land swap. The next step would be to send a formal request to the Park Service, and if they agree, it can be approved on the spot. If denied, it would go into a conversion that could take up to three to five years.

The CLARB directed staff to move forward with the request to the Park Service for a land swap in Platte Landing Park.

C. Little Library Donation

Brittanie Propes, Parks and Recreation Director, was contacted by the White Alloe Chapter of the Daughters of the American Revolution, who would like to donate a little library. Staff will enter into a Memorandum of Understanding with the Chapter and asked CLARB for possible locations for the library which included near the playground, pocket park or in Platte Landing Park. Staff will look for an appropriate area to install the library.

D. Report a Concern

A QR Code was created to "Report a Concern" with the parks. These reports will go directly to the Parks and Recreation Director and Parks Superintendent. These QR Codes will be located in the restrooms, pickleball court area and around the park and also at the Nature Sanctuary.

The CLARB loved the idea.

5. STAFF UPDATES ON ACTIVITIES

A. Parks

Propes shared a PowerPoint of projects that are in progress and that have been completed.

- Pocket Park - Planters are in place and the bumpout and crosswalks are completed. The " No Parking" signs will be removed and will be replaced by "No Parking" paint stenciled along the curb. The statue will be re-set by the end of the year. Decking repair will begin soon.
- Pocket Park re-naming contest.
- Watkins Park stabilization is near completion. Trail repairs, weather permitting.
- Gateway Park - Staff will get cost estimates design renderings and will work with Pinecrest to apply for an Outreach Grant through Platte County.
- Wetlands - There was a site meeting held on November 2nd. MDC used a soil probe and Electromagnetic induction to determine the soils in the areas throughout the Parkville Bottoms. A report will be provided to staff. More to come.

- Ghost Stories - 3,000 in attendance. Propes thanked all who helped out and supported this year's event.
- Outreach Grant - Staff is working on.

B. Nature Sanctuary

C. Capital Improvements

6. MISCELLANEOUS ITEMS FROM THE BOARD

- Tree City USA sticker coming into town needs to be updated. Park Superintendent, Tom Barnard ordered more.
- TJ Jenkins finished the tree carving and will re-stain the eagle.

7. ADJOURN

ACTION: Michelle Flamm moved to adjourn at 7:40 p.m.; Linda Arnold seconded.

RESULT: Motion Passed: 9-0.

The minutes for November 9, 2022, having been read and considered by the Community Land and Recreation Board, were approved on the 14th day of December, 2022.


Bonnie Buckmaster, Public Works Assistant


Approval date