



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#23-002) Agenda
CITY OF PARKVILLE, MISSOURI
Wednesday, February 8, 2023 6:00 PM
City Hall Board Room

1. CALL TO ORDER

- A. Adam Zink
Neil Davidson
Linda Arnold
Michelle Flamm
Steven Sturgess
Dana Laiben
Amanda Blackwood
Nathan Askren
Mary Jane Kuehn
Phillip Wassmer (Liaison)

2. CONSENT AGENDA

- A. Approve the minutes for the January 11, 2023, regular meeting

3. NON-ACTION AGENDA

- A. FOPNS Friends of Parkville Nature Sanctuary Annual Report

4. ACTION AGENDA

- A. Pocket Park Tree Removal

5. STAFF UPDATES ON ACTIVITIES

- A. Parks Maintenance
- B. Nature Sanctuary
- C. Capital Improvement Projects

6. MISCELLANEOUS ITEMS FROM THE BOARD

7. ADJOURN

Posted 2/7/2023 By: Bonnie
Date & 10:00 a.m. Buckmaster
Time:

ITEM 2.A.

For 2/8/2023

Community Land and Recreation Board Meeting

**CITY OF PARKVILLE
Policy Report**

Date: February 2, 2023

Prepared By:

Bonnie Buckmaster, Public Works Dept. Assistant

Reviewed By:

Brittanie Propes, Parks & Recreation Director

ISSUE:

Approve the minutes for the January 11, 2023, regular meeting

BACKGROUND:

Approve the minutes from the January 11, 2023 meeting.

BUDGET IMPACT:

There is no impact to the budget.

ALTERNATIVES:

1. Approve the item.
2. Approve the item, subject to changes.
3. Do not approve the item.
4. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends approving the minutes from the January 11, 2023 Meeting.

POLICY:

Per Parkville Municipal Code Chapter 150, CLARB acts in an advisory capacity to the Board of Aldermen. Its recommendations must be approved by the Board of Aldermen.

SUGGESTED MOTION:

I make am motion to approve the minutes for the January 11, 2023 regular meeting.

ATTACHMENTS:

1. 1-11-23 Minutes



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#23-001)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, January 11, 2023 6:00 PM

City Hall Board Room

1. CALL TO ORDER

The meeting was called to order at 6:00 p.m. on January 11, 2023.

A. Adam Zink

Neil Davidson

Linda Arnold

Michelle Flamm

Steven Sturgess

Dana Laiben

Amanda Blackwood

Nathan Askren

Mary Jane Kuehn

Phillip Wassmer (Liaison)

Roll was called by Brittanie Propes, Parks and Recreation Director.

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; Chris Ashley, Project Manager, were present on behalf of the City.

2. CONSENT AGENDA

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

ACTION: Neil Davidson moved to approve the December 14, 2022 regular meeting minutes with the change of the word "Race" to "Ride" in the title of Item 4C of the minutes. Linda Arnold seconded.

RESULT: Motion Passed: 9-0.

- B. Approve the minutes from December 14, 2022, Special Events Work Session
- ACTION:** Neil Davidson moved to approve the Special Events Work Session Minutes from the December 14, 2022 meeting. Steven Sturgess seconded.
- RESULT:** Motion Passed: 9-0.

3. ACTION AGENDA

- A. Recommendation to Approve Grant Application for Gateway Park
- Brittanie Propes, Parks and Recreation Director, presented the Platte County Outreach Grant application for Gateway Park for recommendation of approval to the Board of Aldermen. Gateway Park is located at the entrance of the Pinecrest subdivision on the SE corner at 62nd St. and Rt .9 Hwy. There is \$50,000 budgeted for the project in this year's capital improvement fund and staff is requesting \$40,000 in grant funding. The award of the grant could be early spring. Propes said that this project has been in the works for some time and that following through with a promise to make this a trailhead is a first step. There could be additional improvements to the park not included in the grant, such as bike fix-it stations.

There were concerns from the CLARB that this project was not listed as an upcoming project. Propes will share the CIP budget with CLARB at the next meeting listing all projects. The funding for this project would come from the park's sales tax.

Staff will look into the contractor specifications for the Rt. 9 Improvements staging area and conditions, which will be the Gateway Park. Later in the meeting, Alysén Abel, Public Works Director, confirmed that the contractor had fulfilled the requirements for this area.

ACTION: Michelle Flamm moved to approve endorsing an application for the Platte County Outreach Grant Program for Gateway Park. Linda Arnold seconded.

RESULT: Motion Passed: 9-0.

4. NON-ACTION AGENDA

- A. Development of Parks and Recreation Department Sponsorship Catalog
- Brittanie Propes, Parks and Recreation Director, presented a Parks and Recreation Department Sponsorship catalog.

Upcoming sponsorship opportunities:

- Parks and Recreation Month Sponsors
- Holiday Lights Competition Sponsor
- Music in the Park
- Community Movie Nights
- Yoga in the Park/Yoda Meditation Hikes
- Ball Field Banners
- Dog Park Banners

The idea is to promote local partners, the parks and to have free activities for the

community. This would also tie into the parks donation program as well. Brittanie presented an example of a sponsorship catalog to the CLARB. The CLARB liked the ideas presented and suggested adding the sponsorship opportunities in the City Pulse and local newspapers. The CLARB also gave feedback regarding signage/banners listing the sponsors, and it was decided to have future discussions on this matter.

B. Diversity & Inclusion Commission Sign Discussion

Brittanie Propes, Parks and Recreation Director, said that the Diversity and Inclusion Commission would like to have a representative from CLARB to be a liaison regarding historical signage in the parks. Member Michelle Flamm requested information to be a possible liaison.

5. STAFF UPDATES ON ACTIVITIES

A. Parks Maintenance

- Missouri American Water Wells at PLP - Plantings were completed (based off the approved spec); new black powder coated fencing was installed.
- Watkins Park - Trail repairs and seeding along the streambank will be completed in the spring due to weather; shelter is added to the reservation form. There was a comment from CLARB that there are unauthorized cars parking at Watkins Park and suggested signage.
- Farmers Market - Waiting on insurance; Geotechnical report has been forwarded to BBN and Confluence.
- Gateway Park - The Rt. 9 contractor did fulfill their obligation to the area; RL Buford completed the survey work; staff completed the Outreach Grant.
- Wetlands -Staff has meetings set up with the Corps of Engineers.
- Veterans Memorial - Paperwork submitted to the LWCF Reps at the Missouri State Parks for initial review.
- Pocket Park - Grigsby signage proposed location was moved; landscaping improvements; ribbon cutting 2/13/2023 at 1:30 p.m.
- Parkville Parks and Recreation Text Alert on Text Caster.
- QR Codes were added to donation boxes.

Upcoming Items

- Barkville Mayoral Elections
- Relocating trees at PLP
- All City Staff CPR/First Aid/AED Training
- MPR Walkthrough at PNS on January 20th
- Brittanie will be presenting at Northland Chamber about Parkville Parks and Recreation on January 24th
- February 13th Pocket Park Robbon Cutting/Grigsby Dedication
- February 14th-17th Missouri Parks & Rec Conference

B. Nature Sanctuary

C. Capital Improvement Projects Report

6. MISCELLANEOUS ITEMS FROM THE BOARD

Member Neil Davidson had concerns regarding allowing dunk tanks near the east shelter. Brittanie assured the CLARB that staff would only allow dunk tanks in approved areas.

7. ADJOURN

ACTION: Michelle Flamm moved to to adjourn at 7:15 p.m.; Linda Arnold seconded.

RESULT: Motion Passed: 9-0.

The minutes for January 11, 2023, having been read and considered by the Community Land and Recreation Board, were approved on the 8th day of February, 2023.

Bonnie Buckmaster, Public Works Assistant

Approval date

ITEM 3.A.

For 2/8/2023

Community Land and Recreation Board Meeting

CITY OF PARKVILLE Policy Report

Date: February 7, 2023

Prepared By:

Kristen Bontrager

Reviewed By:

Brittanie Propes, Parks & Recreation Director

ISSUE:

FOPNS Friends of Parkville Nature Sanctuary Annual Report

BACKGROUND:

Friends of Parkville Nature Sanctuary (FOPNS) was founded in 2015. Led by president Jeanne Pyland and a board of directors, the group plays an active role in generating donations to enhance the nature sanctuary. The Friends of the Parkville Nature Sanctuary (FOPNS) is the nonprofit, funding partner of the nature sanctuary.

This presentation is to inform CLARB of the role and impact of the FOPNS, to provide an overview of the work they have accomplished so far, and to share their goals and plans for 2023.

BUDGET IMPACT:

The FOPNS serves as the nonprofit funding partner for the Nature Sanctuary.

ALTERNATIVES:

1. Approve the item.
2. Approve the item, subject to changes.
3. Do not approve the item.
4. Postpone the item.

STAFF RECOMMENDATION:

This is a non-action item and staff recommends the FOPNS to provide an annual report to CLARB so the two entities can work together towards a common goal.

POLICY:

Per Parkville Municipal Code Chapter 150, CLARB acts in an advisory capacity to the Board of Aldermen. Its recommendations must be approved by the Board of Aldermen.

SUGGESTED MOTION:

This is a non-action item and does not require a motion.

ATTACHMENTS:

None

**CITY OF PARKVILLE
Policy Report**

Date: February 7, 2023

Prepared By:

Brittanie Propes, Parks & Recreation Director

Reviewed By:

ISSUE:

Pocket Park Tree Removal

BACKGROUND:

Urban Tree Specialists acts as the City's certified arborist. They work directly with City staff to identify hazardous trees in various areas of the City. The City staff requested assistance to review the trees and landscaping at Pocket Park. According to Urban Tree Specialists, are 4 spruce trees that are growing too large for that location and will continue to outgrow the space if not removed. Urban Tree Specialists recommend removing all 4 spruce trees and replacing them with smaller trees to help hold the ground/reduce erosion. Urban Tree Specialists also recommend smaller ground cover plants/shrubs as well.

BUDGET IMPACT:

The 2023 Parks Maintenance Fund includes funding available for tree trimming and tree removal. There is capacity in that budget to cover this expense.

ALTERNATIVES:

1. Approve the item.
2. Approve the item, subject to changes.
3. Do not approve the item.
4. Postpone the item.

STAFF RECOMMENDATION:

Staff recommend approving the removal of the 4 trees at Pocket Park and replacing them with trees that are appropriate for that landscaping area.

POLICY:

Per Parkville Municipal Code Chapter 150, CLARB acts in an advisory capacity to the Board of Aldermen. Its recommendations must be approved by the Board of Aldermen.

SUGGESTED MOTION:

I move to recommend the removal of the 4 spruce trees at Pocket Park and to replace them with trees that are better suited for the space at Pocket Park.

ATTACHMENTS:

1. Parkville 2023 Pocket Park tree removals (1)

Parkville Parks and Recreation
Tom Barnard
8880 Clark Ave
Parkville, MO 64152

Proposal Date: 1/23/2023

Work Site: 1st and Main St
Parkville, MO 64152

Proposed By: Bret Cleveland

Ad Source: City License

Work: 816-587-2593

Mobile: 816-215-4047

Qty	Plant	Location	Cost
1	Job Location	-- Pocket Park -- West side of 1st & Main - Up hill along stairs/walkway to mini-golf	\$0.00
4	Spruce	Remove to ground level and remove all debris (Trees have overgrown area and no long-term way to reduce size.)	\$900.00
1	Pear	Volunteer tree(s) growing next to power pole -- Remove to ground level and treat stumps to not grow back	\$0.00
			Subtotal: \$900.00
			Tax: \$0.00
			Total: \$900.00



Terms and Conditions

- It is agreed by and between Urban Tree Specialists LLC and the authorizing party (customer and/or customer's agent) that the following provisions are made as part of this contract:

- **Insurance by Contractor:** Urban Tree Specialists LLC warrants that it is insured for liability resulting from injury to person(s) or property and that all employees are covered by Workers' Compensation as required by law. Certificates of coverage are available upon request.

- **Cancellation Fee:** Urban Tree Specialists LLC kindly requests that the authorizing party provide at least 24 hours advance notice of any full or partial work cancellation. If a crew has been dispatched to the job site, the customer will be assessed a mobilization fee of \$150.00 for incurred expenses.

- **Completion of Contract:** Urban Tree Specialists LLC agrees to do its best to meet any agreed upon performance dates, but shall not be liable in damages or otherwise for delays because of inclement weather, labor, or any other cause beyond its control; nor shall the customer be relieved of compensation for delays.

- **Tree Ownership:** The authorizing party warrants that all trees listed are located on the customer's property, and, if not, that the authorizing party has received full permission from the owner to allow Urban Tree Specialists LLC to perform the specified work. Should any tree be mistakenly identified as to ownership, the customer agrees to indemnify Urban Tree Specialists LLC for any damages or costs incurred from the result thereof.

- **Safety:** Urban Tree Specialists LLC warrants that all arboricultural operations will follow the latest version of the ANSI Z133.1 Tree Care industry safety standards. The authorizing party agrees to not enter the work area during arboricultural operations unless authorized by the crew leader on-site.

- **All Work to Conform to ANSI A300 Tree Care Management Standards** for the arboricultural Industry unless otherwise specified in this proposal. **Stump Removal:** Unless specified in the proposal, stump removal is not included in the price quoted. Grindings from stump removal will be removed to approximately soil grade unless specified otherwise. Surface and subsurface roots beyond the stump are not removed unless specified in this proposal. Urban Tree Specialists LLC is not responsible for damages to underground sprinklers, drain lines, invisible fences or underground cables unless the system(s) are adequately and accurately mapped by the authorizing party and a copy is presented before or at the time the work is performed.

- **Concealed Contingencies:** Any additional work or equipment required to complete the work, caused by the authorizing party's failure to make known or caused by previously unknown foreign material in the trunk, the branches, underground, or any other condition not apparent in estimating the work specified, shall be paid for by the customer on a time and material basis.

- **Clean-up:** Clean-up shall include removing wood, brush, and clippings, and raking of the entire area affected by the specified work, unless noted otherwise on this proposal.

- **Pavement and Hardscapes:** Urban Tree Specialists LLC will do our best to avoid all damage to the customer's driveway(s), sidewalk(s), patio(s) and all other hardscaped areas, should any pavement or hardscape be damaged in any way, the customer agrees to indemnify Urban Tree Specialists LLC for any damages or costs incurred from the results thereof.

- **Lawn Repair:** Urban Tree Specialists LLC will attempt to minimize all disturbances to the customer's lawn. Lawn repairs are not included in the contract price, unless noted otherwise on this proposal.

- **Terms of Payment:** Unless otherwise noted in this proposal, the customer agrees to pay the account in full within 30 days of work completion. Failure to remit full payment within the payment term will result in a finance charge of 2.00% per month. Credit card payments will be assessed a 3.5% processing fee. Debit cards will not be assessed any fee(s).

- **Returned Check Fee:** There will be a \$100.00 fee charged for all checks returned to our office for non-sufficient funds



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CITY OF PARKVILLE Memorandum

Date: Feb 1, 2023

To: Community Land and Recreation Board

From: Tom Barnard

CC: Brittanie Propes

January Parks Activity Report:

The following Parks-related activities took place during January 2023:

- Estimates for ornamental fence repair on Hwy 45 obtained and submitted.
- Barricade repair, reinforcement and painting completed.
- Fan motor ordered for ELP Men's restroom
- Roundabout water level refilled to proper reservoir level.
- Tree guards removed and pruning performed on PLP Trees
- Crowded PLP Riparian area trees transplanted to open areas in PLP for better tree spacing, care and maintenance.
- Replaced side mirror on 2015 dump truck
- Dog holes filled in Dog Park.
- Park's crew dug out footer space for retaining wall and kiosk at Pocket Park.
- Overgrown boxwoods at Pocket Park removed / rock & debris removed.
- Barb fittings replaced for water truck hose to improve tree watering efficiency.
- 2011 Truck brakes replaced
- CPR Training attended by City Staff.
- 2023 Outreach Grant application submitted for Gateway Park Plan.
- ELP Men's Restroom closed for epoxy floor resurfacing. Completed.
- PNS Picnic tables picked up from Nature Sanctuary Parking and transported to Park Headquarters for repair.
- Old picnic table boards from PNS removed and replaced with new treated lumber.
- Jan 25th minor snow event
- Trucks cleaned and fluids checked for next event.
- Tree Ordinance discussion held.
- Ornamental fence extension and fabrication bids are being obtained for Pocket Park.



January 2023 Work Report
Parkville Nature Sanctuary

Kristen Bontrager

Programming: Remake Learning KC mini-grant (\$250) application submitted. Collaborative work with Keli Campbell to bring Tinkergarten to PNS. This program will occur regardless of mini grant, space for 24 children. Sign up will begin a month prior to event. Event date: May 4th.
Began drafting volunteer committee needs for Ghost Stories.
Edit sponsorship program to prepare for 2023 launch.

Trail Maintenance: Installation of anti-slip grip tape along the entire boardwalk. (In progress)
Japanese Honeysuckle treatment (In progress)
Build storage shed for workday materials with Wayne (In progress)
Plans made to meet with Chris Ashely about Girl Scout Shelter floor (TBD)

FOPNS: Met on 23- Jan. working on a podcast/ blog about the nature sanctuary and FOPNS photo contest. Stay tuned for first publication! Updated the board on project list and prepare for Feb. 8th CLARB meeting.
FOPNS selling discounted calendars on the weekends. Information about how to purchase can be found on their website.

Professional Development: Attended Missouri Parks and Recreations Association's Summer Camp Conference in Springfield on 26-Jan 2023

Volunteers: volunteers met to assist with shed construction and honeysuckle removal. (18)
Volunteer hours spent creating the Remake KC program, Beaver Builders. (2)

Current Volunteer Hours:

Month	Hours this month	Total hours
January	20	20
February		
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		



PARKS CIP UPDATE

February 1, 2023

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:

New Updates

- Staff continued discussions with Missouri Department of Conservation to determine next steps. Staff had a site visit with MDC in early November.
- In January staff met with the Army Corps of Engineers to begin discussions about how we can move forward with repairs for the Wetlands.
- Staff is still waiting on the new appraisal for Platte Landing Park.
- *STATUS – IN PROGRESS.*

Project History

- 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.
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.
 - Anticipated start date for Phase 1 construction has been pushed back (1) week to September 19, 2022 due to McConnell's scheduling conflicts.
 - 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 for the new statue location. Staff has received quotes on this work including the demolition of the existing granite base, from McConnell and SGI, and is still waiting for one from Terry Snelling. Low bidder was McConnell and the work was change ordered into their Phase 1 contract.
 - Staff has requested pricing from Level Builders, All-Weather Decks and GS Structural for the repair of the planter wall on the south side of the existing deck. Staff is currently awaiting pricing.
 - October 10, 2022: Contractor has installed all concrete work, bollards and brick pavers. Asphalt street patching is occurring this afternoon. Items remaining are core-drilling the holes in the concrete pad for the Grigsby statue mounting pins and adjusting the crosswalk markings. City Staff will set the statue and the planters.
 - November 2, 2022: Contractor has removed the "No Parking" signs and returned to the City. A "No Parking" sign was painted on the face of the curb along with diagonal pavement striping in lieu of the post signs.
 - November 3, 2022: Staff has installed the planters over the bollards.
 - November 3, 2022: Broski Fence has installed the guardrail put to Mini-Golf.
 - November 14, 2022 (est.): GS Structural has installed the decking/planter repair work.
 - Staff installed Grigsby statue in the new location on the upper deck of the park.
 - Week of February 13, 2023 Grigsby statue will be unveiled in its new location.
 - Staff will install small landscape block retaining wall behind the kiosk and statue.
 - Staff is seeking CLARB approval to remove 4 spruce trees and replace with trees appropriate for that space.

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.
- The pricing was presented and discussed at the August 22, 2022 CLARB meeting. It was decided to wait until more is known about the future of the Farmers Market before committing Parks Tax money to this project.

STATUS – POSTPONED UNTIL FARMER’S MARKET RESOLUTION.

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.
 - A portion of the existing walking trail will be removed as a part of the stream bank stabilization project (see project info below). Staff has requested pricing from (3) contractors for the replacement of part of the existing trail. We are currently awaiting pricing from Gann Asphalt.
 - **This walking trail replacement project was awarded to Gann Asphalt. The asphalt work will be installed in early Spring of 2023.**
 - **Fall 2022/Spring 2023: Grass seeding to occur.**
- 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
- Staff cleaned up the additional lights and prepared for installation.
- Lights were installed by 4 Start Electric.

STATUS – COMPLETE

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 estimates for both enclosed & open concept metal buildings: 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 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.
- Small Committee met with representatives of BBN and Confluence. BBN presented and subsequently modified their fee proposal to do conceptual design work for (2) different schemes: one a build-from-scratch and the other a pre-manufactured building.
- BBN's fee proposal was presented at the September 12, 2022 meeting.
- October 28, 2022: The Small Committee Meeting was held to review BBN and Confluence's preliminary design concepts. The Consultants will provide the group with some "Order of Magnitude" pricing associated with the agreed upon designs.
- November 9, 2022: Presentation of conceptual designs and associated order of magnitude pricing will be made at the CLARB/Board of Aldermen Joint Work Session.
- Staff has engaged Kaw Valley Engineering to provide geotechnical investigative services. Staff will be meeting on site with a member of Kaw Valley on Wednesday, December 14, 2022 to determine boring locations.
- Staff has begun exploratory digging along one of the existing piers to determine its depth.
- **Geotechnical Report has been forwarded on to BBN and Confluence Architects.**
- **Staff is currently waiting for direction from the insurance companies before proceeding with any further work.**

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.

- Staff issued design documents out to bid. Bids are due September 20, 2022.
- September 20, 2022: Bids were received. She Digs It was the low bidder.
- September/October 2022: Contract was approved by the Finance Committee and the Board of Aldermen.
- Week of October 10, 2022: Staff scheduled a Project Kick-off Meeting with She Digs It (SDI).
- October 24 – November 2, 2022: Construction duration.
- November 8: Project was accepted as complete by City.

STATUS - COMPLETE

10. Gateway Park (9 HWY and NW 62nd Street)

- October 14, 2022: Staff met with residents of the Pinecrest neighborhood to discuss their goals for the project:
 - Bench seating in the shade
 - Drinking fountain
 - Landscaping
 - Direct pedestrian access to the Hwy 9 trail
 - Possible parking with access via the yet-to-be developed site directly to the south
- Staff is in the process of evaluating fee proposals from landscape architects to develop some conceptual designs for this project.
- Staff is in the process of evaluating fee proposals from surveyors.
- McClure Engineering has been selected to design the project.
- January 5, 2023: Staff will meet with their project manager on site to kick-off the project.
- RL Buford has been selected to do the survey work. They anticipate being on site the first week of January, 2023.
- Staff submitted the Platte County Outreach Grant. Grant awards will be announced in the spring.

STATUS – IN PROGRESS