



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#22-003) Agenda
CITY OF PARKVILLE, MISSOURI
Wednesday, March 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 February 8, 2023, regular meeting

3. ACTION AGENDA

- A. 2023 Election of Board Officers
- B. Approve the purchase and installation of drinking fountains in the dog parks
- C. Approve a professional services agreement with ETC for the Community Survey for the Parks Master Plan Update

4. NON-ACTION AGENDA

- A. Review Pocket Park Landscaping Plans

5. STAFF UPDATES ON ACTIVITIES

- A. Parks Maintenance
- B. Nature Sanctuary
- C. Parks Capital Improvements

6. MISCELLANEOUS ITEMS FROM THE BOARD

7. ADJOURN

Posted 3/7/2023 By: Bonnie
Date & 8:45 a.m. Buckmaster
Time:



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#23-002)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, February 8, 2023 6:00 PM

City Hall Board Room

1. CALL TO ORDER

The meeting was called to order at 6:00 p.m. on February 8, 2023, by Chair Adam Zink.

- 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 Bonnie Buckmaster, Public Works Department Assistant.

Members present were:

Adam Zink
Neil Davidson
Michelle Flamm
Amanda Blackwood
Nate Askren
Steven Sturgess
Mary Jane Kuehn

Absent with prior notice were:

Linda Arnold
Dana Laiben

Phil Wassmer (Liaison)

A quorum of the Board was present.

Brittanie Propes, Parks & Recreation Director; Kristen Bontrager, Nature Sanctuary Director; 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 January 11, 2023, regular meeting
ACTION: Neil Davidson moved to make a motion to approve the minutes for the January 11, 2023 regular meeting. Mary Jane Kuehn seconded.
RESULT: Motion Passed: 7-0.

3. NON-ACTION AGENDA

- A. FOPNS Friends of Parkville Nature Sanctuary Annual Report
Brittanie Propes, Parks and Recreation Director, introduced Kristen Bontrager, Nature Sanctuary Director. Kristen provided a brief overview of the role and impact of the Friends of Parkville Nature Sanctuary and the work they have accomplished so far, and shared their goals and plans for 2023. Kristen thanked CLARB member Amanda Blackwood for volunteering for the Ghost Stories event.

Friends of Parkville Nature Sanctuary (FOPNS) was founded in 2018. Led by president Jeanne Pyland and a Board of Directors, the group plays an active role in generating donations to enhance the nature sanctuary. FOPNS is the nonprofit, funding partner of the nature sanctuary.

The presentation included many educational programs, listed below.

8 Interpretative Signs - Educational Hike

Winter Wonderland - Holiday Themed Hike

Pollinator Garden - Native Plant Garden - includes memorial bricks along the perimeter of the garden. The garden is located at the entrance of PNS.

Photo Contest - Monthly contest winners decorate the pages of the Nature Sanctuary annual calendar.

Annual Photo Exhibition - Every year FOPNS honors its photographers with a photo exhibition at the Missouri Department of Conservation property, Anita B Gorman Conservation Discovery Center.

Kristen also thanked several of the FOPNS board members for all of their hard work.

The Friends Board would like to create a newsletter to be sent out quarterly to update the community about PNS.

Member Michelle Flamm asked if there are QR codes for Donations - Kristen will be posting fliers around the Nature Sanctuary kiosk soon. Brittanie mentioned that the QR Codes that are placed around the parks for donations go directly to the city website and then to the park budget. The donations through FOPNS are approved by their board at their bi-monthly meetings to approve purchases from fundraising.

Chair Zink asked if the PNS usage is tracked. Kristen said that they sometimes set up tables with volunteers on weekends to manually count visitors. It was estimated that there were 125,000 visitors during COVID. Brittanie is working on a grant application for trail counters for the sanctuary and the parks, which would track and identify how many walkers, runners and bike riders visit the parks.

4. ACTION AGENDA

- A. Pocket Park Tree Removal
Brittanie Propes, Parks and Recreation Director, provided photos of spruce trees located in Pocket Park that have been evaluated by an arborist who recommended removing the four spruce trees and to replace them with more suitable plantings. Brittanie provided a quote from the on-call arborist for \$900 for approval.

Discussions included cleaning up the rip rap in the area and the landscaping visions. The landscape will include native plantings. Staff will remove the wagon wheels and clean up the area. There will be railings installed at a later date where needed.

ACTION: Michelle Flamm moved 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. Steven Sturgess seconded.

RESULT: Motion Passed: 7-0.

5. STAFF UPDATES ON ACTIVITIES

Brittanie Propes, Parks and Recreation Director, reminded the board of the Pocket Park Celebration scheduled for Monday, February 13th at 1:30 p.m. for the re-dedication of the Grigsby Statue.

Brittanie provided a tentative list of park events.

2023 Events

April 8 - Easter Bunny at the Dog Park (Barkville)

April 22 - Earth Day Event

April 25 - Tree Planting for Arbor Day

May 4 - Beaver Builder at PNS

May 16 - Symphony in the Park - tentative

June 3 - Rolling on the River

June 6-9 - Nature Camp

June 10 - Movie Night

June 20 - Symphony in the Park

July 3, 10, 17, 24 and 31 - Art in the Park

July 11, 18, 25 - Yoga and Nature Hike

July 5, 12, 19, 26 - Storytime in the Park

July 6, 13, 20, 27 - Senior Citizens Activities

July 8 - Movie Night

July 7, 14, 21, 28 - Science in the Park

October 26 - Pumpkin Carving

October 28 - Ghost Stories

December 16 - Winter wonderland

Activities with undetermined dates:

Yoga in the Park

Sound Bath Meditation in the Park

Run Club

Pickleball League

Kickball League

Once dates are set, there will be a calendar to be shared with the community.

A. Parks Maintenance

B. Nature Sanctuary

Brittanie Propes, Parks and Recreation Director, showed pictures of The Girl Scout Cabin Shelter floor and brick wall. These areas will need to be repaired.

Brittanie did a walk through with Midwest Public Risk who evaluated risks at the Nature Sanctuary. The only risk found was the Nature Play area. This area will need to be removed and will be replaced with some type of nature play.

C. Capital Improvement Projects

Brittanie presented the Parks and Nature Sanctuary CIP for 2023 and touched on a few projects

- Facility Reservation Management Software quotes are coming in under budget.
- Farmers Market - Place holder on the cost, waiting on Insurance. Plan to apply for the Platte county Partnership Grant for this project.
- Gateway Park - Grant application has been submitted.
- Master Plan - ETC will be conducting the survey.
- Train Depot - Maintenance - CLARB questioned the funds coming from the parks budget - Brittanie will look into this to get more information.

CIP nature sanctuary chart

- Girl Scout Shelter House
- Boardwork/Outlook Area
- Trail Updates

The total cost of \$180,000 for the Nature Sanctuary exceeds the \$90,000 budgeted, and staff will be looking for grant opportunities to make up the remainder of the costs.

Michelle Flamm commended the Nature Sanctuary for how they manage their money and are able to make these improvements, and have not asked for parks' money.

6. MISCELLANEOUS ITEMS FROM THE BOARD

- Shelter houses could have a fresh coat of paint
- Memorial benches - When someone buys a bench, is this forever or would there be a time for removal and replacement? Brittanie said that moving forward with new benches, there could be terms put in place. Do Parkville residents get priority? Brittanie said not to her knowledge. Liaison Phil Wassmer suggested trying to contact owners of some of the older benches that are damaged or need to be replaced. Neil Davidson suggested that naming rights should expire after a certain timeframe. Brittanie mentioned that going forward there will be a data base for contact information as there isn't anything on file for older benches at this time
- Michelle Flamm liked the Parkville postcard and said that it included good

information.

- Parks Director, Brittanie Propes, will be attending and presenting at the Missouri Parks & Recreation Conference next week, and wanted to give a shout out to the downtown Parkville businesses for donating items for a silent auction at the conference.
- Update on the property transfer LWCF Grant. - Still waiting for a response.
- Non-park users parking cars in the Watkins Park parking lot. Staff had sent out an email to the residents and will place a letter on the vehicle. CLARB suggested posting signage.
- Facebook post regarding the Platte County Trail at 435 & 45 Hwy.

7. ADJOURN

ACTION: Michelle Flamm moved to adjourn at 7:05 p.m. Steven Sturgess seconded.

RESULT: Motion Passed: 7-0.

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

Bonnie Buckmaster, Public Works Assistant

Approval date

Capital Improvement Program FY 2023							
Division	Type	New or Replacement?	Name	Project Description	Funding Source	Total Cost	2023 Budget
Parks							
Parks	Equipment	New	JD 6-Series Tractor with Turf Tires	Lease payment for a John Deere 6 Series Tractor for 9 months. Cost to purchase tractor is \$60,000.	Parks Fund	\$ 49,000	\$ 7,000
Parks	Project	New	Farmers Market	City Share estimate to Reconstruct Farmers Market building - other possible funding will come from Midwest Public Risk (MPR), Platte County Outreach Grant	Parks Fund	\$ 250,000	\$ 250,000
Parks	Project	New	Gateway Park	City Share for new trailhead along Highway 9	Partnership Grant Parks Fund	\$ 50,000	\$ 50,000
Parks	Equipment	New	ATV	ATV/Gator with Cab	Parks Fund	\$ 30,000	\$ 30,000
Parks	Project	New	PLP Multipurpose Field	City Share to create field and parking lot to allow placement of veterans memorial - in accordance with Land & Water Conservation Fund (LWCF) Grant	Parks Fund	\$ 25,000	\$ 25,000
Parks	Project	New	Master Plan	Master Plan - will include updated community survey	Parks Fund	\$ 35,000	\$ 34,500
Parks	Equipment	New	Facility Reservation Management Software	Software for reservations	Parks Fund	\$ 20,000	\$ 20,000
Parks	Maintenance	New	Train Depot Maintenance	Preventative Maintenance on Building	Parks Fund	\$ 30,000	\$ 15,000
Parks	Maintenance	Replace	Train Depot Landscaping	Landscaping enhancements at the Train Depot & Spirit Fountain	Parks Fund	\$ 15,000	\$ 15,000
Parks	Maintenance	New	PLP Dumpster	Dumpster area at PLP	Parks Fund	\$ 12,000	\$ 12,000
Parks	Project	New	Dog Drinking Fountains	Two drinking fountains for the dog parks - one on each side.	Parks Fund Parks Donations	\$ 10,000	\$ 10,000
Parks	Maintenance	Replace	ELP Trail Enhancement	ELP Trail enhancement, south side of A-truss bridge	Parks Fund	\$ 10,000	\$ 10,000
					Parks Fund Total	\$ 536,000	\$ 478,500

Capital Improvement Program FY 2023							
Division	Type	New or Replacement?	Name	Project Description	Funding Source	Total Cost	2023 Budget
Nature Sanctuary							
Nature Sanctuary	Project	Replacement	Girl Scout Shelter House	Re-do shelter house structure and tables	PNS Fund	\$ 80,000	\$ 40,000
Nature Sanctuary	Project	New	Boardwalk / Outlook Area	Re-do boardwalk/overlook area including additional flooring to large boardwalk to ensure it will not be slippery when wet	PNS Fund	\$ 40,000	\$ 20,000
Nature Sanctuary	Project	New	Trail Updates	Complete trail improvements including current infrastructure	PNS Fund	\$ 60,000	\$ 30,000
					PNS Fund Total	\$ 180,000	\$ 90,000
COP							
COP - Admin	Project	Replacement	City Hall Renovation / Needs Assessment	2nd Floor renovations, including front reception area/enclosure to address safety.	Certificate of Participation (COP)	\$ 85,000	\$ 85,000
COP - IT	Equipment	Replacement	Security System Upgrade	Security System Upgrade - doors, alarms/buttons, safety glass	Certificate of Participation (COP)	\$ 25,000	\$ 25,000
					Total COP	\$ 110,000	\$ 110,000

ITEM 3.A.

For 3/8/2023

Community Land and Recreation Board Meeting

CITY OF PARKVILLE Policy Report

Date: March 6, 2023

Prepared By:

Brittanie Propes, Parks & Recreation Director

Reviewed By:

ISSUE:

2023 Election of Board Officers

BACKGROUND:

Pursuant to Parkville Municipal Code Chapter 150, the Community Land and Recreation Board (CLARB) acts in an advisory capacity to study trees and shrubs along streets and in other public areas; review matters of park planning or other issues brought before the Board of Aldermen; and make recommendations regarding public neighborhood beautification project requests, event approvals occurring on community public right-of-way and park land, and procedures for carrying out such events. It consists of nine members who serve staggered, three-year terms.

According to the Community Land and Recreation Board Bylaws and Procedures adopted on October 12, 2005, the officers of the Community Land and Recreation Board shall consist of a Chairman, Vice Chairman, and Secretary. The Community Land and Recreation Board shall annually elect these officers from its citizen members. Nominations shall be made from the floor, and the person receiving a majority vote of the total Board membership shall be declared elected. Officers shall serve until their successor is elected. No member may serve as Chairman for more than three consecutive elected one-year terms.

The Board members that currently hold the elected positions are Adam Zink as Chairman, Steven Sturgess as Vice Chairman, and Linda Arnold as Secretary

BUDGET IMPACT:

As this is an administrative item, there is no budget impact.

ALTERNATIVES:

1. Hold elections for the Chairman, Vice Chairman, and Secretary positions.
2. Postpone the elections.

STAFF RECOMMENDATION:

Staff recommends that the Community Land and Recreation Board hold 2023 Board elections.

POLICY:

City Ordinance No. 2179 §1, 2-15-2005 states that the Community Land and Recreation Board shall choose its own officers.

SUGGESTED MOTION:

1. I move to nominate _____ as Community Land and Recreation Board Chairman.
2. I move to nominate _____ as Community Land and Recreation Board Vice
Chairman.
3. I move to nominate _____ as Community Land and Recreation Board Secretary.

ATTACHMENTS:

None

**CITY OF PARKVILLE
Policy Report**

Date: March 6, 2023

Prepared By:

Brittanie Propes, Parks & Recreation Director

Reviewed By:

ISSUE:

Approve the purchase and installation of drinking fountains in the dog parks

BACKGROUND:

Staff is looking for direction from CLARB related to the purchase and installation of drinking fountains in Platte Landing Park and the Dog Park. The locations proposed are inside both the small and large dog parks and near the entrance of the dog park at Platte Landing Park. Two of the drinking fountains are drinking bowls for dogs, one to be located in each of the dog parks, in an approximate location of an existing waterline. The third drinking fountain includes a water bottle filling station, ADA accessible drinking fountain, and standard drinking fountain. This drinking fountain would be located at Platte Landing park near the dog park and would be accessible for trail users. The City has received a quote from a contractor for the purchase of the fountains. The total cost of the three drinking fountains is approximately \$11,000. The drinking fountains purchase was included in the 2023 Capital Improvements Program (CIP).

BUDGET IMPACT:

\$10,000 was budgeted for two drinking fountains for the dog park in the 2023 Capital Improvements Program (CIP). This purchase includes two dog drinking fountains and a third inclusive drinking fountain for \$11,650. The additional \$1,650 is available in the parks fund. Staff is looking for direction from the Community Land and Recreation Board (CLARB) regarding the purchase of the water fountains.

ALTERNATIVES:

1. Approve the purchase and installation of drinking fountains in Platte Landing Park and Barville.
2. Provide direction to staff related to the water fountains.
3. Postpone this item.

STAFF RECOMMENDATION:

Staff recommends the purchase and installation of water fountains for Platte Landing Park and Barville.

POLICY:

Parkville Municipal Code Section 150.050(A) directs CLARB to act in an advisory capacity to the Board of Aldermen to develop and administer a writer plan for the care, preservation, pruning, planting, replanting, and removal or disposition of trees and shrubs along streets and in other public areas. As CLARB serves in an advisory capacity, its recommendations must be approved by the Board of Aldermen.

SUGGESTED MOTION:

I move to approve the purchase and installation of the drinking fountains in English Landing Park.

ATTACHMENTS:

None

CITY OF PARKVILLE Policy Report

Date: March 6, 2023

Prepared By:

Reviewed By:

ISSUE:

Approve a professional services agreement with ETC for the Community Survey for the Parks Master Plan Update

BACKGROUND:

On November 15, 2016, the Board of Aldermen adopted the 2016 Parks Master Plan. The master plan serves a roadmap for the utilization, development and expansion of the parks system. The primary goal was to review the priorities of the riverfront park system and document a long-term strategy for development of the future parks system.

Since the board adopted the 2016 Parks Master Plan there have been changes in the parks system and new feedback provided by the community. Since hiring a Parks and Recreation Director in 2022, staff is seeking direction to update to the 2016 Master Plan. This Master Plan update will give the City of Parkville guidance on the current and future needs of the Parkville Parks and Recreation Department.

ETC will conduct the following steps for a Community Survey:

Task 1: Design the Survey and Prepare the Sampling Plan.

Task 1 will include the following services:

- Working with City staff to develop the content of the survey. ETC Institute will meet by phone/video conference with the City to discuss the goals and objectives for the project. To facilitate the survey design process, ETC Institute will provide sample surveys created for similar projects. It is anticipated that 3-4 drafts of the survey will be prepared before the survey is approved by the City. The survey will be up to 5 pages in length.
- Participating in meetings by phone/video conference to develop the survey.
- Conducting a pilot test of the survey to ensure the questions are understood. Based on the results of the pilot test, ETC Institute will recommend changes (if needed) to the survey.
- Mailing the survey to all households in the City. The City will provide addresses for all households in the City. It is estimated there are approximately 2,400 households in the City of Parkville.

Deliverable Task 1. ETC Institute will provide a copy of approved survey instrument.

Task 2: Administer the Survey. Task 2 will include the following services:

- ETC Institute will administer the survey by a combination of mail and online.
- ETC Institute will mail the survey and a cover letter (on City letterhead) to all households in the City. Only one survey per household will be sent. Postage-paid envelopes will be provided by ETC Institute for each respondent. The City will provide a cover letter for the mailed survey. The cover letter will contain a link to an online version of the survey. Residents who receive the survey will have the option of returning the printed survey by mail or completing it on-line.
- ETC Institute will follow-up with residents who receive the mailed survey by sending texts, postcards, and a second mailing (if needed) to maximize participation in the survey. ETC Institute's fees including printing and mailing the survey and postcards to all households in the City. The goal will be to obtain completed surveys from 200 residents.
- ETC Institute will promote awareness of the survey using social media ads on Facebook and Instagram to encourage participation.
- All respondents who complete the survey online will be required to provide their home address when they finish the survey. ETC Institute will match addresses from respondents who complete the survey online to the City of Parkville addresses. If a respondent does not provide an address or the address is not part of the random sample, it will not be included.
- ETC Institute will monitor the distribution of the sample to ensure that the sample reasonably reflects the demographic composition of the City with regard to geographic dispersion, age, gender, race/ethnicity and other factors. ETC Institute will weight the data as needed if one or more demographic groups is over/underrepresented relative to recent Census estimates for the City's population.

Deliverable Task 2. ETC Institute will provide a copy of the overall results for each question on the survey.

Task 3: Analysis and Final Report. ETC Institute will submit a final report to the City.

- Formal report that includes an executive summary of the survey methodology and a description of major findings.
- Charts and graphs that show the overall results of each question on the survey.
- Benchmarking analysis showing how the City compares to other communities.
- Cross-tabulations that show the survey results by City ward
- Tabular data that shows the results for each question on the survey, including open ended questions.
- A copy of the survey instrument

Deliverable Task 3: ETC Institute will submit the survey findings report in an electronic format. ETC Institute will also provide the raw data in an Excel database, or other format as requested by the City.

Project Schedule

Listed below is ETC Institute's typical timeline for administering a community survey. Since the surveys will be administered entirely in-house, the completion date for the project is completely within

our control. If desired, we can meet a more ambitious timeline and are available to start at a date most convenient for the City.

- **Month 1**

Design survey instrument
Finalize sampling plan

- **Months 2-3**

Administer the survey

- **Month 4**

Draft Report Submitted for review
Prepare and Deliver the Final Report

Fee

The total cost for the services described in this proposal would be \$9,500.

BUDGET IMPACT:

The fees associated with the community survey portion of the Master Plan are included in the 2023 Capital Improvements Plan.

ALTERNATIVES:

1. Approve a professional services agreement with ETC for the Community Survey.
2. Do not approve the professional services agreement with ETC.
3. Provide further direction to staff related to the Master Plan Community Survey.
4. Postpone this item.

STAFF RECOMMENDATION:

Staff recommends the approval of a professional services agreement with ETC reflecting the scope and fee to administer the Community Survey for the Master Plan update.

POLICY:

Parkville Municipal Code Section 150.050(A) directs CLARB to act in an advisory capacity to the Board of Aldermen to develop and administer a written plan for the care, preservation, pruning, planting, replanting, and removal or disposition of trees and shrubs along streets and in other public areas. As CLARB serves in an advisory capacity, its recommendations must be approved by the Board of Aldermen.

SUGGESTED MOTION:

I move to approve a professional services agreement with ETC to conduct the Community Survey for the Parkville Parks and Recreation Master Plan update in the amount of \$9,500.

ATTACHMENTS:

None



CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0013

CITY OF PARKVILLE Memorandum

Date: March 1, 2023

To: CLARB

From: Tom Barnard

CC: Brittanie Propes

February Parks Activity Report:

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

- Grigsby statue transported to pocket park
- Statue erected at upper deck, Pocket Park.
- Excavated dirt for stone wall footers at Pocket Park
- Old light pole and brush removed from Alloe Creek bank by Farmer's Market.
- PLP West boundary underbrush, invasive vegetation removed from a portion of PLP trail.
- Applied mortar to repair stone wall around perimeter of art sculpture at Ball Field 1.
- Snow/ice event, minor accumulation
- Trucks cleaned and maintenance performed post snow/ice event.
- Bill Grigsby birthday celebration at Pocket Park
- Upper decking bids for Pocket Park completed. G&S Structural lowest.
- Ornamental fence extension and fabrication bids are being obtained for Pocket Park.
- Decking and retaining wall rock ordered.
- ELP bathroom heater repaired.
- Tree removed at Pocket Park
- Realigned playground post and collars to fit new playground decking.
- Decks installed.



February 2023 Work Report
Parkville Nature Sanctuary

Kristen Bontrager

Programming: Remake Learning KC date changed from May 4th to May 13th. Sign up will be sent out one month prior to the event (April 9th).

Nature Camp plans are in progress. Nature Camp date is June 6th – 9th.

Ghost Stories volunteer committee will begin in April.

Trail Maintenance: Volunteers mulched portions of Old Kate and Butterfly Pass trails.

Garden shed (complete)

Nature Play updates (in progress)

FOPNS: Next meeting in March

Professional Development: No update

Volunteers: Trained a new volunteer, Frank Hummer. He has joined us for Honeysuckle removal and trail mulching on a weekly basis. (15)

Wayne led two volunteers to mulch trails (6)

Volunteer work day planned for March 4th.

Current Volunteer Hours:

Month	Hours this month	Total hours
January	20	20
February	21	41
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		



PARKS CIP UPDATE

March 2, 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 received the new appraisal for Platte Landing Park. Staff is awaiting a response from USACE.
- *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 cleaned, polished and installed Grigsby statue in the new location on the upper deck of the park.

- February 13, 2023 Grigsby statue was unveiled in its new location.
- Staff will install small landscape block retaining wall behind the kiosk and statue.
- Staff has begun removing 4 spruce trees as approved by CLARB in the February 2023 meeting.
- Staff is working with *By the Blade* for consultation on the retaining wall and planting designs.
- Installation of the new decking material on the upper deck will begin after Monday, March 6, 2023.

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 on or around March 20, 2023.**
- **Grass seeding to follow trail work.**

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, BBN 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.
- February 21, 2023: Staff presented the project, in person, to the Platte Landing Outreach Grant committee.
- The Committee indicated that the grant award announcements would be made around the 3rd week of March, 2023.

STATUS – IN PROGRESS

11. Update of Parks Master Plan

- Staff has begun the process of developing a Request for Proposal (RFP) to issue for the update of our Parks Master Plan.