



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#22-007) Agenda
CITY OF PARKVILLE, MISSOURI
Wednesday, August 9, 2023 6:00 PM
City Hall Board Room

1. CALL TO ORDER

- A. Adam Zink
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 July 12, 2023, regular meeting

3. ACTION AGENDA

- A. Approve preliminary review of Parks and Recreation Department Budget Requests

4. NON-ACTION AGENDA

- A. Volunteer Management Manual
- B. New Brush Creek Trail and Proposed Maintenance

5. STAFF UPDATES ON ACTIVITIES

- A. Parks Maintenance
- B. Nature Sanctuary
- C. Capital Improvement Projects Update
- D. Special Events

6. MISCELLANEOUS ITEMS FROM THE BOARD

7. ADJOURN

Posted 8/8/2023 By: Bonnie
Date & 10:15 a.m. Buckmaster
Time:



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#23-006)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, July 12, 2023 6:00 PM

City Hall Board Room

1. CALL TO ORDER

The meeting was called to order at 06:02 PM on July 12, 2023.

A. Roll was called by Bonnie Buckmaster, Public Works Department Assistant.

Members present were:

Adam Zink
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; and Bonnie Buckmaster, Public Works Assistant, were present on behalf of the City.

2. COMMUNITY INPUT

A. Letter from Resident regarding trees at PLP

The Parks and Recreation Director, Brittanie Propes, read aloud a letter that was received from resident Elaine Kellerman, 5243 NW Bluffs Circle, Parkville, MO, attached to the minutes.

Brittanie addressed the letter by saying that the Corps of Engineers (USACE) mass planted trees during the Wetlands project. City Staff requested permission from

USACE to transplant them in 2022 to save them since they were planted too close together. These trees were planted so close together by the USACE because they over planted knowing that not all the trees were going to make it. The survival rate was much higher than they anticipated, and because of that, many trees would not continue surviving that close together. The park staff worked for several days to thin out those trees so that staff could better maintain the area and save the trees that were too closely planted. The USACE is no longer responsible for maintaining/watering those trees, however, staff used the watering truck to water the trees. When staff re-planted the trees on the north side, it was during the dormant stage of winter so that staff would not have to water the trees as often. Some of the trees are not doing well with the draught and some may die. However, many trees are doing fine. Staff are continuing to work with the city's on-call arborist and the MDC forester to take care of the trees throughout city parks.

Discussion included forming a committee to discuss and formalize a tree planting and tree maintenance plan.

3. CONSENT AGENDA

- A. Approve the minutes for the May 10, 2023, regular meeting

ACTION: Amanda Blackwood moved to approve the minutes for the May 10, 2023 regular minutes. Steven Sturgess seconded.

RESULT: Motion Passed: 8-0.

4. ACTION AGENDA

- A. Relocate Veteran's Memorial

Brittanie Propes, Parks and Recreation Director, gave a brief background about the Veteran's Memorial and the conversion process of the LWCF land. After meetings with the Veterans, it was proposed to relocate the Veterans' Memorial to the location of the Spirit Fountain, to have a water feature. It is presented to CLARB for approval and if approved, staff will reach out to the LWCF Committee to withdraw the request for the conversion of Ballfield 1, and request a letter from the Board of Aldermen to allow CLARB to endorse the change.

There were discussions about whether the proposed area would be large enough for the Veterans Memorial, and Liaison Wassmer explained that it would be, and that the spirit fountain would remain with the addition of the military flags and benches. With the proposed relocation, the budget is more attainable. The parking area would allow for approximately 12 spaces, including ADA parking. The final design of the memorial will come before the board for approval.

ACTION: Michelle Flamm moved to make a motion to recommend the Veteran's Memorial project site be relocated from Ball Field 1 at English Landing Park to the Spirit Fountain at the Train Depot. Adam Zink seconded.

RESULT: Motion Passed: 8-0.

B. Waive Fees for Shelter and Volleyball Reservation for Southern Platte Fire Fighters Association

Brittanie Propes, Parks and Recreation Director, requested that the fees be waived for the South Platte Fire Fighters Association to reserve the English Landing Park Shelters, and the Volleyball Courts for a Volleyball Tournament Fundraiser scheduled for October 21, 2023 from 7:30 a.m. to 2:30 p.m. The standard cost would be \$490. The SPFD has been in partnership with the city and hosts city staff events such as CPR/first aid training. SPFD also checks the food trucks for city and park events, and checks the kegs for brew fests and checks the carnival rides for city events.

There was discussion of whether there are other associations that would also qualify for a waiver of fees. There could be other groups that provide city services that could benefit from a waiver and to include this in the event guidelines. The CLARB members suggested a committee to go over guidelines set up for such associations. Member, Linda Arnold volunteered to be part of the committee.

ACTION: Michelle Flamm moved to approve waiving the Reservation Fees for the Southern Platte Fire Protection District fundraiser on October 21, 2023. Dana Laiben seconded.

RESULT: Motion Passed: 8-0.

5. **NON-ACTION AGENDA**

A. Parkville Commons Area Detention Pond and Trail: History & Naming Discussion

Brittanie Propes, Parks and Recreation Director, outlined the Parkville Commons Area Detention Pond and Trail. In 2004 the city acquired this area from Platte County and it is designated as a park. Brittanie showed photos of the area that would be the city's responsibility. PW will be cleaning up some of the area and repair the fence. Park staff have been mowing the area, but have not been maintaining the landscaping. There is a fountain in the pond that public works have been maintaining. Brittanie and Dan Harper, the Public Works Director, are putting together a plan for the next 10-20 years. Brittanie proposed naming the park.

Discussions included the safety of the pond not being suitable for fishing or any kind of activities in the pond and it was recommended to fence the area or put up signs stating no fishing, etc. It was suggested to promote and ask for public input for naming.

6. **STAFF UPDATES ON ACTIVITIES**

Farmers Market

- Structure was demolished in April, 2023
- Insurance Settlement of \$455,306
- Denied grant transfer from Platte County
- Will re-apply for a new Partnership Grant with Platte County
- Platte County announced the grant application has been delayed

- The city is seeking additional community input before proceeding

A. Parks

Wetlands

- New appraisal was completed in spring, 2023
- New appraisal unlocked additional project funds
- USACE and Staff met several times to discuss a plan of action
- USACE Site visit on July 5th to start testing - Full report to come
- USACE testing other local development sites in search of suitable soil
- City waiting on results from USACE testing
- USACE will tentatively present a plan to the City by August, 2023

Park Master Plan

This scope of services is organized into the following tasks:

- Task 1 - Project Kick-Off and Survey Analysis
- Task 2 - Park Inventory and Assessment
- Task 3 - Digital Community Engagement
- Task 4 - Steering Committee Engagement (CLARB and City Staff)
- Task 5 - Alternative Provider Analysis
- Task 6 - Park System Level of Service Analysis
- Task 7 - Individual Park Site Planning
- Task 8 - Master Plan Development

The budget amount for the Park Master Plan is \$25,000

Other Items

- Parking at ELP - Safety of patron's top concern - City complies with the ADA guidelines
- Sewer Smell at ELP - Not the restroom but the sewer line and the Public Works Dept. did an emergency repair and put in an odor control chemical which has improved the smell
- Budget Discussion at August CLARB meeting - First round to discuss 2024 CIP wish list
- Potential Farmers Market work session at an upcoming meeting
- Recognition of Neil Davidson TBD at a Board of Aldermen meeting
- Participating in Park University Student Welcome Night on August 11
- Participating in the YMCA Block Party on August 12

B. Nature Sanctuary

C. Capital Improvement Projects

D. Special Events and Programs

July Events listed on the City website

Dates, time, and locations for the Ward Meet and Greet events will be included on the event list and it is encouraged for CLARB members to attend

Banners for the events - Members would like staff to look into informational banners

7. MISCELLANEOUS ITEMS FROM THE BOARD

Gateway Park Update - Chris Ashely, Project Manager, gave a brief update and has received a design from McClure, an on-call architect. The project will be divided into two phases. Phase 1 is the area off of 9 Hwy. that will include bike-fix-it stations, a bike rack and a water fountain. Phase 2 is down the stairs to a seating area and then another connection to the Pinecrest area. The next step is once staff receives the comments from McClure, then the project will go out for bid in August.

South Platte Pass Trail - Discussion of the resurfaced area that was included in the budget. Staff will look at the north side of the trail.

Status of the Recreational software - Brittanie said that other city departments are looking at the software company to include in the software package. Once these are complete, the agreement will be presented to the Finance Committee and the Board of Aldermen as a package deal.

Chair Adam Zink, wanted to recognize and thank Neil Davidson for his many years of service in Parkville.

8. ADJOURN

ACTION: Michelle Flamm moved to adjourn the regular meeting at 7:47 p.m.
Linda Arnold seconded.

RESULT: Motion Passed: 8-0.

The minutes for July 12, 2023, having been read and considered by the Community Land and Recreation Board, were approved on the 9th day of August, 2023.

Bonnie Buckmaster, Public Works Assistant

Approval date

July 8, 2023

TO: CLARB members

FROM: Elaine Kellerman, 5243 NW Bluff Circle, Parkville

RE: PLP

I frequently walk the trail at PLP. In the past several years, a number of trees have been planted along the north and west sides of this trail. The ones that were first planted were protected with some type of grated tubes placed around the trunks. I am assuming this was to prevent damage from deer. These have done well. Unlike this growing season, we experienced greater amounts of precipitation when these trees went in. As for the trees planted more recently on the north side, a number of them have died. It does not seem to me that the city has done a good job of protecting the investment made in those trees. Besides not having any type of tubing, no provision was made for keeping them adequately watered. Why bother planting them in the first place if you don't do anything to encourage their growth? Other communities use "tree watering bags" in order to get new trees established. I suggest you review your tree planting guidelines and be more respectful of the way you spend taxpayer dollars.

ITEM 3.A.

For 8/9/2023

Community Land and Recreation Board Meeting

CITY OF PARKVILLE

Policy Report

Date: August 7, 2023

Prepared By:

Brittanie Propes, Parks & Recreation Director

Reviewed By:

ISSUE:

Approve preliminary review of Parks and Recreation Department Budget Requests

BACKGROUND:

The City operates on a January 1 – December 31 fiscal year and therefore must adopt a 2024 budget before the end of the 2023 calendar year. The process involves four budget work sessions followed by adoption of the final -- balanced -- budget at a legislative Board of Aldermen meeting for the first reading on November 21, 2024, and second reading on December 5, 2023.

The budget timelines are highlighted as follows:

- August 9 – Preliminary review of Parks and Nature Sanctuary budget proposals with Community Land & Recreation Board (CLARB)
- September 13 – Final review of Parks and Nature Sanctuary budget request by Community Land and Recreation Board (CLARB)

BOA Work Sessions and Budget Readings:

- First session: October 17 –Public Budget Hearing. Tentative Topics – revenue forecast, Outline of Stand-alone Funds (receiving transfers from General Fund); General Fund Operating Budget, Emergency Reserve Fund, Debt Service Funds, minor funds
- Second session: November 7- CIP, Parks Sales Tax Fund, Transportation Fund, Sanctuary Donation Fund, Public Safety Fund, General Fund operating follow-up
- Third session: November 21- Tentative Topics – Sewer Fund, miscellaneous follow-up
- November 21- First reading of ordinance adopting the 2024 Proposed to Final Budget
- December 5- Second reading of ordinance adopting the 2024 budget, 2024-2028 CIP

BUDGET IMPACT:

ALTERNATIVES:

1. Recommend the 2024 Parks and Recreation Budget and the 2024-2028 Capital Improvement Program.
2. Recommend the budget, subject to changes as desired by the Board of Aldermen.
3. Postpone the item and provide further directions to the Parks and Recreation Director.

STAFF RECOMMENDATION:

Staff recommends CLARB recommend the preliminary review of the 2024 Parks and Recreation Budget and the 2024-2028 Capital Improvement Program.

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 preliminary review of the budget requests for the 2024 Parks and Recreation Budget and the 2024-2028 Capital Improvement Program.

ATTACHMENTS:

1. 2024 Budget Calendar
2. Park Fund Revenue, Expense, and Fund Balance
3. Parks Forecast Draft for CLARB
4. Parks Draft Budget for CLARB Review 2024
5. Parks Capital Improvement Plan Draft CLARB Review 2024



City of Parkville: 2024 Budget Calendar

Updated: July 19, 2023

April						
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- ☐ Community Meeting / Input
- ☐ Board of Aldermen Meeting / Action
- ☐

2024 Budget Calendar

Staff Action / Deadline

April/May 2023

- April 24 & 25 – Staff & Board gather for strategic planning retreat and goal setting
- May 31 – Complete Budget Schedule/Overview for 6/6/2023 BoA distribution

June/July 2023

- June 6 – 2024 Budget calendar is published and shared with Board, Staff, and the public
- June 6 – CIP Guidelines/Overview at Staff Meeting
- June 6 – INCODE Budget Training by JR to AB & BK
- June 10 – Initiate 2024 INCODE Budget Documentation
- June 12 Commence CIP planning/Worksheets Distributed (from Strategic Planning/Goals) – to be completed before Budget Worksheets
- June 27 – Leadership Staff Training of new INCODE Budget Management Tool
- July 6 – Department Heads develop initial budget request, and completed CIP Due (provide 4 weeks to input department requests, due by August 4)
- July 24 – Submit GFOA Distinguished Budget Award application for 2023 budget
- Community Meetings in each Ward
- Provide Plan/Goals from Board of Aldermen & Senior Staff Strategic Planning Workshop (Event occurred April; provide Strategic Plan and Goals to BoA in June/July)

August 2023

- August 9 – Preliminary review of Parks and Nature Sanctuary budget proposals with Community Land & Recreation Board (CLARB)
- August 11 – Deadline for departments to have proposed budgets submitted to City Administrator
- August 21 – Proposed CIP to Finance Committee
- **August 15 – Public hearing for the revised Property Tax Levy for the 2024 tax year**
 - Provide Reserve Study/List of City Hall required maintenance
- September **(August 21-25)**– City administrator and department head budget meetings
 - General Fund and Departmental CIP
 - Revenues
 - Administration (includes information technology & public information)
 - Community development
 - Police
 - Municipal court
 - Public works – administration
 - Parks
 - Streets
 - Nature sanctuary
 - Other Funds: Transportation; Sewer Enterprise Fund, Other Funds
- August 28 – 31: Create Requested Budget Report, related reports/spreadsheets (graphs/charts), and initiate to next level: to prepare balanced Proposed Budget

September 2023

- September 11-15 – Prepare reports after review and creation of initial operating budget reports for entire budget (major funds and Capital Improvement Program (CIP) -- showing comparison between request & proposed budgets; personnel related expenses/benefits; impact of separating expense funds (Park, Transportation, Public Safety); programs remaining, completed/add for 2024; revenue forecast for 2023 performance vs. projection for 2024; revenues not meeting projections (why); performance of TIF projects (how they impact city); when they're projected to pay off; etc.
- September 13 – Final review of Parks and Nature Sanctuary budget request by Community Land and Recreation Board (CLARB)
- September 19 – CIP Adoption by BoA (via Resolution—actual CIP adoption included with Budget Adoption in December 2023)
- September 18-22 Complete balanced Proposed Budget reports for dissemination

October 2023

- October 3 – Distribute balanced Proposed Budget to Mayor/BoA; post on website
- October 17 – First budget work session with the Board of Aldermen on proposed 2023 budget
 - Public Budget Hearing
 - *3rd Tuesday @ 5:00 p.m. – Food will be served*
 - **Tentative Topics – revenue forecast, Outline of Stand-alone Funds (receiving transfers from General Fund); General Fund Operating Budget, Emergency Reserve Fund, Debt Service Funds, minor funds**
- October 23rd – 27th – Incorporate changes (if any) from BoA of 2024 Budget

November 2023

- November 7th – Second budget work session with the Board of Aldermen on proposed 2024 budget and 2024-2028 CIP
 - *1st Tuesday @ 5:00 p.m. – Food will be served*
 - **Tentative Topics – CIP, Parks Sales Tax Fund, Transportation Fund, Sanctuary Donation Fund, Public Safety Fund, General Fund operating follow-up**
- November 21 – Third budget work session, *if needed*, with the Board of Aldermen on proposed 2024 budget and 2024-2028 CIP
 - *3rd Tuesday @ 5:00 p.m. – Food will be served*
 - **Tentative Topics – Sewer Fund, miscellaneous follow-up**
- November 21 – First reading of ordinance adopting the 2024 Proposed to Final Budget, (CIP already approved):
 - **Tentative Topics - Summary review of final budget; follow-up from previous budget work sessions**

December 2023

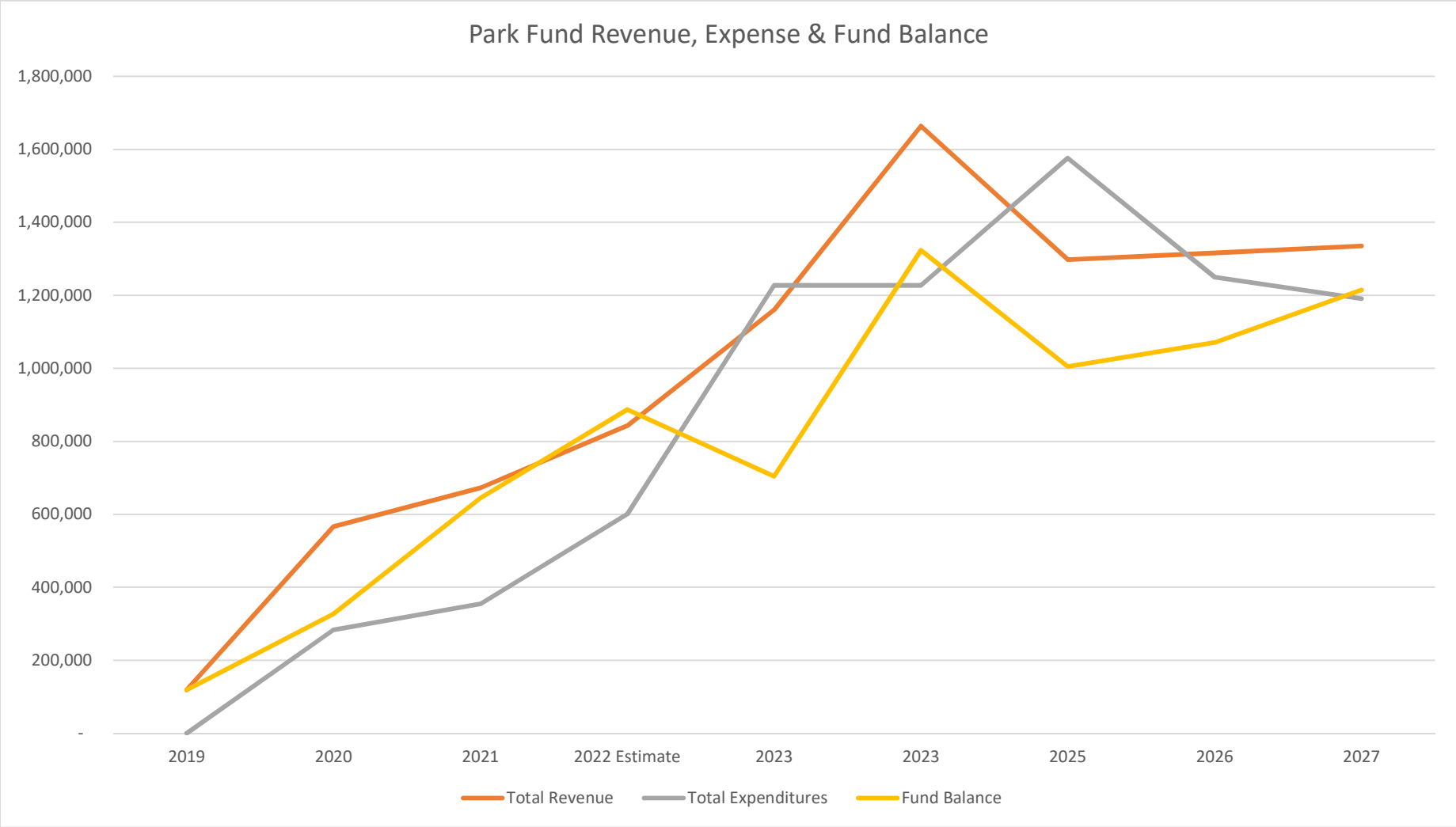
- December 5 – Second reading of ordinance adopting the 2024 budget, 2024-2028 CIP (*1st Tuesday @ 7:00 p.m.*) (*CIP already approved*)
- December 6 – Post Final Budget to Website

January 2024

- January 1 – 2024 fiscal year begins
- January 31 – Publication & press release of adopted 2024 budget document
- Compile 2023 performance metrics for inclusion in the 2023 Annual Report & the Government Finance Officers Association (GFOA) Distinguished Budget Presentation application

February/March 2024

- Finalize GFOA budget document and submit 2024 Budget for annual recognition
- Publish 2023 Annual Report, with press release



City of Parkville, Missouri
Park Sales Tax Fund (41)
2021 Actual, 2022 Estimate through 2027 Forecast

Revenues	2019	2020	2021	2022 unaudited	2023 Budget	2023 Estimate	2024 Forecast	2025 Forecast	2026 Forecast	2027 Forecast
Taxes	\$ 118,513	\$ 566,526	\$ 672,672	\$ 775,713	\$ 770,000	\$ 871,215	\$ 889,000	\$ 907,000	\$ 925,000	\$ 944,000
Other	-	-	-	14,570	40,000	40,000	40,000	40,000	40,000	40,000
Grants/Donations	-	-	-	52,563	-	402,743	1,000	1,000	1,000	1,000
Transfers	-	-	-	-	350,000	350,000	350,000	350,000	350,000	350,000
Total Revenues	118,513	566,526	672,672	842,846	1,160,000	1,663,958	1,280,000	1,298,000	1,316,000	1,335,000
Expenditures										
Salary and Benefits	-	-	-	-	541,496	541,496	579,226	602,000	626,000	657,000
Operating	-	-	94,633	21,475	207,575	207,575	246,600	252,000	257,000	262,000
Capital	-	192,405	218,667	486,965	478,500	478,500	494,640	722,140	367,140	272,140
Transfers Out	-	90,523	41,200	92,436	-	-	-	-	-	-
Total Expenditures	-	282,928	354,500	600,877	1,227,571	1,227,571	1,320,466	1,576,140	1,250,140	1,191,140
Increase (decrease)	118,513	283,598	318,172	241,969	(67,571)	436,387	(40,466)	(278,140)	65,860	143,860
Net Change to FB	118,513	208,427	318,172	241,969	(67,571)	436,387	(40,466)	(278,140)	65,860	143,860
Beginning FB	-	118,513	326,939	645,111	772,096	887,081	1,323,468	1,283,002	1,004,862	1,070,722
Ending FB	118,513	326,939	645,111	887,081	704,525	1,323,468	1,283,002	1,004,862	1,070,722	1,214,582

ACCOUNT NO#	===== ACCOUNT NAME =====	ANNUAL BUDGET
41 -501.08-03-00	Engineer & Planning Fees	0.00
41 -525.01-01-00	SALARIES	372,342.00
41 -525.01-03-00	OVERTIME	15,000.00
41 -525.01-05-00	SEASONAL WAGES	50,000.00
41 -525.01-21-00	FICA & MEDICARE	27,128.00
41 -525.01-22-00	RETIREMENT	50,355.00
41 -525.01-41-00	MEMBERSHIPS / SUBSCRIPTIONS	1,000.00
41 -525.01-41-02	PROFESSIONAL DEVELOPMENT	4,000.00
41 -525.02-02-00	HEALTH & UNEMPLOY INSURANC	64,401.00
41 -525.02-04-00	WORKERS COMPENSATION	30,000.00
41 -525.03-01-00	OFFICE PHONES	1,200.00
41 -525.03-02-00	ELECTRICITY	8,000.00
41 -525.03-03-00	NATURAL GAS	0.00
41 -525.03-04-00	WATER SERVICE / DRINKING	3,500.00
41 -525.03-05-00	MOBILE PHONES / DATA	1,000.00
41 -525.03-08-00	CABLE / INTERNET	1,000.00
41 -525.03-09-00	SOLID WASTE / RECYCLING	1,000.00
41 -525.04-42-00	PARKS-GRASS SEED&FERTILIZER	0.00
41 -525.05-01-00	OFFICE SUPPLIES/CONSUMABLES	1,500.00
41 -525.05-02-00	POSTAGE	800.00
41 -525.05-04-00	Printing	2,000.00
41 -525.05-05-00	PUBLICATIONS	0.00
41 -525.05-20-00	SMALL OFFICE EQUIPMENT	300.00
41 -525.05-21-00	EQUIP/MATERIALS/TOOLS	7,500.00
41 -525.05-31-00	UNIFORMS / CLOTHING	2,000.00
41 -525.05-41-01	PARK RESTROOM SUPPLIES	4,000.00
41 -525.05-41-02	PARKS TRASH BAGS	4,000.00
41 -525.05-41-03	PARK ENHANCEMENTS	15,000.00
41 -525.05-42-00	PARKS GRASS SEED&FERTILIZER	7,000.00
41 -525.05-99-00	MISC/OTHER PURCHASES	300.00
41 -525.06-01-00	BUILDING MAINT & REPAIR	10,000.00
41 -525.06-02-00	JANITORIAL / CLEANING SERVICE	2,000.00
41 -525.06-03-00	PARKS RESTROOM MAINTENANCE	7,000.00
41 -525.06-05-01	PARKS STAGE MAINTENANCE	500.00
41 -525.06-05-02	PARKS BALLFIELD MAINTENANCE	6,000.00
41 -525.06-05-03	PARKS TRAIL MAINTENANCE	6,000.00
41 -525.06-11-00	TRAIN DEPOT MAINTENANCE	4,000.00
41 -525.06-12-00	PLAYGROUND EQUIPMENT&REPAIR	3,000.00
41 -525.06-13-00	PARKS SPIRIT FOUNTAIN MAINTAIN	2,500.00
41 -525.06-21-00	VEHICLE MAINT & REPAIR	8,000.00
41 -525.06-21-01	EQUIPMENT MAINT & REPAIR	3,500.00
41 -525.06-21-02	PARKS-TRACTOR/MOWING EQUIP	9,000.00
41 -525.06-22-00	VEHICLE GAS & OIL	4,000.00
41 -525.06-22-01	EQUIPMENT GAS & OIL	3,000.00
41 -525.06-34-00	OFFICE EQUIP MAINTENANCE	0.00
41 -525.07-20-00	PARKS-PORTABLE TOILET RENTAL	13,000.00
41 -525.07-51-00	PARKS-MOSQUITO&WEED CONTROL	10,000.00
41 -525.07-51-01	PARKS LANDSCAPING SUPPLIES	5,000.00
41 -525.07-52-00	PARKS TREE TRIMMING&REMOVAL	25,000.00
PAGE TOTAL:		795,826.00

BUDGET : DR-Dept Request

FUND : 41 Park Sales Tax Fund

ITEMS PRINTED: ANNUAL BUDGET AMOUNTS

PAGE: 3

ACCOUNT NO#	===== ACCOUNT NAME =====	ANNUAL BUDGET
41 -525.07-53-00	PARKS-TREE PLANTING	6,000.00
41 -525.07-60-00	PARKS-RENTAL EQUIPMENT	1,000.00
41 -525.08-03-00	ENGINEERING & PLANNING FEES	20,000.00
41 -525.09-21-00	PARKS - MISCELLANEOUS EXPENSES	3,000.00
41 -550.20-10-00	Transfer to General Fund	0.00
41 -550.20-22-00	Transfer to Projects Fund	0.00
41 -560.52-50-00	Parks Projects Capital Outlay	494,640.00
	PAGE TOTAL:	524,640.00
	TOTAL EXPENDITURES:	1,320,466.00
	NET REVENUES/EXPENDITURES:	1,331,466.00

SELECTION CRITERIA

FUND: Include: 41

ACCOUNTS: ALL

DIGIT SELECTION:

PRINT OPTIONS

ITEMS TO PRINT: Annual Budget

BUDGET TO PRINT: DR-Dept Request

INCLUDE LINE ITEM DETAIL: NO

INCLUDE ACCOUNT BUDGET NOTES: NO

PAGE BREAK BY DEPARTMENT: NO

** END OF REPORT **

Capital Improvement Program FY 2024

Division	Type	New or Replacement?	Name	Project Description	Funding Source	Total Cost	2024 Budget
Parks							
Parks	Equipment	New	JD 317G Compact Track Loader	Lease payment for a John Deere 17G Compact Track Loader for 24 months. Cost to purchase tractor is \$35,491.77.	Parks Fund	\$ 70,628	\$ 22,140
Parks	Project	New	Farmers Market	City Share estimate to Reconstruct Farmers Market building - other possible funding will be explored	Parks Fund/Platte County Partnership Grant/Insurance	\$ 1,600,000	\$ 350,000
Parks	Project	New	Traffic Safety at English Landing Park	Removable Bollards at bridge to English Landing Park	Parks Fund	\$ 5,000	\$ 5,000
Parks	Project	Replacement	PLP Bridge	Create two lane bridge into Platte Landing Park and add separate pedestrian bridge	Parks Fund/Platte County Outreach Grant	\$ 125,000	\$ 62,500
Parks	Project	New	Gateway Park Phase II	Remainder of work necessary to complete Gateway Park (Including ADA accessible, stroller and bicycle entry)	Parks Fund	\$ 25,000	\$ 25,000
Parks	Project	New	ELP Scenic Viewing Area	Viewing area and seating (potential wedding ceremony reservation location) at the Lewis and Clark Point of Interest	Parks Fund	\$ 30,000	\$ 30,000
					Parks Total	\$ 1,855,628	\$ 494,640
Nature Sanctuary							
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	\$ 40,000
Nature Sanctuary	Project	Replacement	Sullivan Observation Deck	The observation deck needs safety enhancements and new decking boards	PNS Fund	\$ 12,000	\$ 12,000
					PNS Fund Total	\$ 52,000	\$ 52,000



Volunteer Orientation Parkville Parks and Recreation

Written by: Kristen Bontrager Parkville Nature Sanctuary Director,
Overseen by: Brittanie Propes Parkville Parks and Recreation Director,
Approved by: **PENDING** CLARB and BOA
Last updated 2023

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Welcome

Thank you for joining Parkville Parks and Recreation volunteer program we believe that the benefits of Parks and Recreation are vital to every individual, family, community, and organization in Parkville. The goals of the volunteer program include increasing and improving the capabilities of park staff through the effective utilization of community volunteers and more importantly, to provide a means for people to participate in their community in a fulfilling, fun and rewarding way. It shall be the responsibility of City staff to assist in the creation of appropriate meaningful and productive roles in which volunteers might serve, and to assist in the recruitment, management and recognition of department volunteers. Volunteers are invited to assist the City in volunteer recruitment efforts.

About Parkville Parks and Recreation

Parkville residents and visitors can enjoy five different parks, two nature sanctuaries and miles of trails across the city. Parks and Recreation is overseen by Parkville's volunteer led Community Land and Recreation Board, this board acts as an advisory board to the Board of Aldermen.

Parks:

English Landing Park - English Landing Park is a 68-acre facility with several amenities, including three miles of walking trails, a large playground area, pickleball courts, basketball court, picnic shelters, sand volleyball court and a 9-hole disc golf course. Shelters and sports fields can be reserved for dates April 1-October 31. The park is open from 5 a.m. to midnight daily. There is no parking allowed in English Landing Park.

Platte Landing Park - Platte Landing Park is located at the end of Main Street and adjacent to English Landing Park on the Missouri River and includes two miles of trails, an off-leash area for dogs, a shelter house that can be reserved for dates April 1-October 31 and a boat ramp into the main channel of the Missouri River. The park is open from 5 a.m. to midnight daily.

Parkville Nature Sanctuary - The Parkville Nature Sanctuary is a 115-acre wildlife preserve and educational site made accessible by nearly three miles of hiking trails. The sanctuary is open from dawn to dusk. No dogs or bicycles are allowed at Parkville Nature Sanctuary.

Sullivan Nature Sanctuary - The Sullivan Nature Sanctuary is located on the north side of Platte Landing Park along Rush Creek, west of the bridge entry.

Watkins Park - Watkins Park is one of the City's two neighborhood parks, located just a few blocks from Main Street at the intersection of West and 10th streets. Watkins Park has a small walking loop, a playground, picnic shelter house, and basketball court.

Adams Park - Adams Park is our mini-neighborhood park located just off Main Street at the intersection of 13th and Walnut streets.

Pocket Park - Pocket Park is a central gathering location in historic downtown Parkville near 1st and Main.

History of Parkville Nature Sanctuary

Parkville Nature Sanctuary was formerly used as farmland for Park College students to work in lieu of paying tuition. The historic root cellar along Blue Bird Trail across from the prairie was actually used to store root vegetables. You will notice our trail named "The Old Kate Trail". This trail was named after a donkey used when Park College had to haul its water to each campus building.

Parkville Nature Sanctuary came to be in 1991 when the City of Parkville and the Riss Lake developers made an agreement, 46 acres were donated to the city for use as parkland, along with \$25,000 to fund the development of the area. This area was designated for use as the Parkville Nature Sanctuary by decision of the Parkville City Council (now Parkville Board of Aldermen) in 1992. It was developed solely by volunteer labor under the guidance of the Parkville Nature Sanctuary Committee, chaired by Jim Reed.

Partnership with Missouri Department of Conservation (MDC); in 1997 the MDC acquired 69 acres adjacent to the PNS as part of its Urban Wild Acres program. This land was designated as the White Alloe Creek Conservation Areas and is leased to the City of Parkville on a 10 year renewal to be managed in cooperation with PNS.

Parkville Nature Sanctuary is now 115 acres of beautiful woodland populated with Oaks, Hickories, Paw Paws, Sugarberries, and many other species of native trees. Many miles of trails twist and turn throughout the land and even go through our 1 acre prairie. There is an ADA accessible trail, Blue Bird Trail, and a reserve-able Girl Scout Shelter with a working fireplace. Along the Old Kate Trail you will encounter a waterfall and nature springs along with a wetland area.

Volunteer Rights and Responsibilities

As a volunteer, you have a right to serve in a capacity that suits your interests and abilities. You have the right to be treated fairly, receive training or orientation, and have attentive supervision. You have a right to ask questions regarding your volunteer duties, to work in a safe environment and to report any issues or concerns you may have to your supervisor and/or the volunteer coordinator. You also have the responsibility to complete a volunteer application, complete a health information form and sign a volunteer waiver. You are also expected to show up to all committed volunteer times and perform tasks to the best of your ability. We ask that you represent Parkville Parks and Recreation in a positive light and treat staff and the public with respect. You are expected to follow all rules outlined in the volunteer policy.

How to Handle Visitors with Dogs at PNS

No Dogs allowed rule applies only to Parkville Nature Sanctuary, all other parks allow dogs.

Why dogs are not allowed: Parkville Nature Sanctuary is a park that preserves and protects wildlife and wildlife habitat. Dogs and other domestic animals leave traces even if they are leashed and waste is removed. Scents can frighten and stress out resident wildlife, therefore we do not allow dogs or any domestic pets to be brought into the sanctuary.

Guidelines for visitors with dogs: If you encounter someone with a dog speak to them kindly. We like to say “Hi, that is a very cute dog you have, unfortunately we cannot allow pets of any sort onto PNS property. If you would like to take a look at the kiosk there are a few QR codes that will show you four different places within five miles of here where you can hike with you dog”

Encounters with service animals: If visitors with dogs mention service animal the dog must, per ADA guidelines, a service animal must be under the control of its handler. Under the ADA, service animals must be harnessed, leashed, or tethered, unless the individual’s disability prevents using these devices or these devices interfere with the service animal’s safe, effective performance of tasks. In that case, the individual must maintain control of the animal through voice, signal, or other effective controls. you may ask two questions and two questions only as per ADA.

1. Is the dog a service animal required because of a disability?
2. What work or task has the dog been trained to perform?

If someone states that you are not allowed you may tell them that “per ADA guidelines on service animals I am allowed to ask these questions”.

What staff and volunteers may not ask is about the person’s disability or to see medical documentation, training documentation for the dog, or to ask the person to have the dog perform the training.

If you feel uncomfortable with this you can always just contact the non-emergency police and let them know a person is entering PNS with a dog.

Non-emergency police contact: (816)-741-4454

Programs

Parkville Parks and Recreation hosts many programs every year. All events will be posted on the City webpage and Facebook along with updated calendars. Nature Sanctuary events will be posted in additional locations such as the kiosks.

Annual Programming:

Parks and Recreation Month: every July

Pumpkin Carving: Every October, held the Thursday before Halloween

Ghost Stories: Every October, held the Saturday before Halloween

Winter Wonderland: Every December

There will be many programs held throughout the year that may be a one off program or that may be repeated annually that is not listed here.

Volunteer Opportunities

Types of volunteering include:

Parkville Parks and Recreation has many volunteer opportunities that fit a variety of skills and interests. Some activities are regular and on-going while others are one-time events where you can volunteer for a few hours. Below are some examples of how you can volunteer with the Parks and Recreation Department.

Types of Volunteers:

Regular Service Volunteer – volunteer engages in service activities on an ongoing or continual basis. Regular service volunteers may choose to be volunteer leads and offer mentorship to new volunteers.

Periodic Volunteer - volunteer who offers to provide an occasional (once every six months or less) voluntary service.

Special Case Volunteer - volunteer participating in student projects, a student who is receiving qualified educational credit for their service commitment, or a student performing community service oriented projects

Volunteer Leads – Volunteers who show exemplary leadership skills and are willing to go through training may be selected to become Lead Volunteers. After Lead volunteers have been trained they will go through a period of shadowing to ensure that they are best prepared to manage a team on their own.

Special Events

If you're looking for a short-term or one-time opportunity, consider volunteering at one of our special events. Annual events such as the Parks and Rec. Month in July, Pumpkin Carving, Ghost Stories, Winter Wonderland, and more need volunteers to help with set-up, event registration, clean-up, and more. For Pumpkin Carving, volunteers are needed to arrive early and help PNS staff gut and prepare pumpkins to be carved. For Ghost Stories volunteers can choose from a variety of opportunities including serving hot cocoa, participating on the Haunted Trail, participating for kid hour, assist with trash duties throughout the event, set-up, and clean-up. Special event volunteer opportunities are available for both groups and individuals.

Natural Resource Volunteer - Great for neighborhood associations, businesses, and other community and social organizations that want to clean up parks in their neighborhood. In addition to litter pick-up, Natural Resource volunteers could:

- Help clear invasive species such as Bush Honeysuckle and English Privet
- Help maintain the memorial pollinator garden
- Assist in pulling invasive Garlic Mustard in early spring
- Install and water native shrubs and other understory plants
- Go through training with Nature Sanctuary Director to learn to apply herbicides in natural areas
- Participate in PNS Stream Team Volunteer Water Quality Monitoring

Volunteer Recognition

The Parks and Recreation Department strives to recognize our volunteers by recognizing the top group and individual volunteers annually at a City of Parkville Community and Land Recreation Board meeting (CLARB). Top volunteers may receive a resolution honoring their service along with a memento thanking them for their efforts. Volunteers can be nominated by Parks and Recreation staff and members of the community.

Volunteer Application Process

1. Complete volunteer application packet (found online). A background check will be necessary if you are regular service, special case volunteer or partner organization volunteer who will interact with children, the elderly or disabled populations. Separate applications are available for groups and individuals.
2. A City employee or designated lead volunteer will contact you to discuss your volunteer interests and placement. This may include an interview by the volunteer supervisor in the specified area of interest.
3. Volunteer will sign up for a volunteer opportunity and the volunteer coordinator will send the details of that opportunity prior to the event when appropriate. This will be done via email in most instances.
4. Volunteer will participate in a training or brief orientation prior to beginning service.

Volunteer Policies and Code of Conduct

Conduct, Work Habits, Attitude: It shall be the duty of each volunteer to maintain high standards of conduct, cooperation, efficiency and economy in his/her service for the City. Whenever work habits, attitude, production or personal conduct of any volunteer falls below a desirable standard, his/her volunteer

supervisor should point out the deficiencies at the time they are observed. Corrections and suggestions should be presented in a constructive and helpful manner in an effort to elicit the cooperation and goodwill of the volunteer.

Equal Treatment: Employees shall give fair and equal treatment to every volunteer. No employee shall grant special consideration, treatment, or advantage to any volunteer beyond that which is available to every other volunteer.

Volunteers Cannot Direct or Supervise City Staff: Volunteers do not have the authority to direct any City employee or City elected official. Volunteers may be given a lead position in which they may be responsible for a group of other volunteers who are focused on achieving a common goal.

Tobacco Use: To facilitate a safe, clean and healthy working environment for all volunteers, cigarette smoking, smokeless tobacco, and vaping are prohibited while on duty. Absolutely no smoking of any product shall be allowed when children are present. Volunteers will confirm their absence with a lead volunteer or City staff prior to assuming a smoke break. Breaks may be taken in designated areas where smoking will be allowed.

Harassment: The City expressly prohibits any form of unlawful employee or volunteer harassment based on race, color, religion, sex, national origin, age, disability, military status, genetic makeup, or on any other basis prohibited by local, state, or federal law. Improper interference with the ability of the volunteer to perform their expected job duties is not tolerated. Every volunteer has a right to work in an environment free from discriminatory intimidation, ridicule and insult.

Sexual Harassment: With respect to sexual harassment, the City prohibits:

1. Unwelcome sexual advances; requests for sexual favors; and all other verbal or physical conduct of a sexual or otherwise offensive nature.

Sexual harassment will be regarded as a violation of this policy when:

- a) Submission to such conduct is made either explicitly or implicitly a term or condition of volunteer service.
- b) Submission to or rejection of such conduct is used as the basis for decisions affecting an individual's volunteer service.
- c) Such conduct has the purpose or effect of creating an intimidating, hostile, or offensive working environment.

2. The following conduct are some examples of the type of acts that violate the City's sexual harassment policy:

- a) Physical assaults such as rape, sexual battery, molestation, unwanted intentional physical touching which is sexual in nature;
- b) Propositions or other sexual comments, such as unwelcome sexually oriented gestures, noises and remarks.
- c) Preferential treatment for submitting to sexual conduct or conduct making the performance of an employee more difficult because of his/her gender;
- d) Sexual displays or publications displayed in the workplace which are sexually demeaning or pornographic and reading sexually suggestive or pornographic literature.

3. It is important to note that sexual harassment crosses age and gender boundaries and cannot be stereotyped. Sexual harassment may involve conduct between individuals of the same gender.

Termination of Volunteer Services

A person's ability to serve as a volunteer may be terminated by the person or entity authorized to designate the person as a volunteer at any time and for any reason without any showing of cause to the volunteer.

Training Materials

ADA website: <https://www.ada.gov/resources/service-animals-2010-requirements/>

City of Parkville website: <https://parkvillemo.gov/community/parks/>

Missouri Department of Conservation (MDC) wildlife facts: <https://mdc.mo.gov/wildlife/wildlife-facts>

MDC invasive species information: <https://mdc.mo.gov/discover-nature/invasive-nuisance-species>

MDC invasive plant species ID: <https://mdc.mo.gov/trees-plants/invasive-plants>

Stream Team: <https://mostreamteam.org/>

Staff Directory

City Hall: 816-7417-7676

Parks Director: ext. 220 email: bpropes@parkvillemo.gov

Nature Sanctuary Director: ext. 230 email: kbonstrager@parkvillemo.gov

Police Department: 916-741-4454 or ext. 100 email: police@parkvillemo.gov

Volunteer contact information will be issued in a separate file to respect privacy of our volunteers. This will be updated annually to ensure proper records.



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

CITY OF PARKVILLE Memorandum

Date: August 4, 2023

To: CLARB

From: Tom Barnard, Parks Superintendent

CC: Brittanie Propes, Parks and Recreation Director

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

- July 4th Celebration. Parade set up/ barricades/cones/post 4th clean up.
- Electrical pedestal checks performed
- NKC Electric site preparation for trenching & electrical conduit runs
- Drain/clean depot fountain
- Large dog park gate repaired.
- Dog park holes filled
- Boat ramp bank weeds eradicated.
- RR fence line weeds by depot eradicated
- Roundabout weeds pulled. Landscape light repaired
- Weekly mowing, Small Parks, ELP, PLP, ROW - Hwy 9 Entry Sign, Hwy 9 bridge/ornamental fencing, Depot, Hwy 9/Main St. point. 1 way split on Main St, PAC, Hwy 45, vacant lot Main St., Levy trail by Ball Equipment.
- Restroom cleaning & stocking daily
- Watering initiated with trees, new plants, pots, ornamental grasses, shrubs
- Grills cleaned weekly at shelter houses.
- Weeds pulled, Pocket Park
- Dog stations stocked 3X weekly.
- Grigsby warning track weeds eradicated.
- High winds, storm damage, limbs down, picked up and removed.
- PLP acreage mowed.
- Excessive heat warning in effect July 10-14th; July 17-19th
- Veteran's Memorial meeting/discussion held at Spirit Fountain



July 2023 Work Report
Parkville Nature Sanctuary

Kristen Bontrager

Programming: Ghost Stories: Little Theater of Weston confirmed to lead the haunted trail

Parks and Rec. Month: successful thanks to our partners, Heartland Conservation Alliance, Missouri Organic Recycling, Mid-Continent Public Library, Mantooth Creative, Yoga by Cara, and Tai Chi with Tom.

Met with new MSPA ED, Alisha Blackwelder to discuss involvement in PNS events.

Submitted grant proposal to MDC for \$10,689.90 for Community Conservation Cost Share program. See attached

Approved for 54 trees and shrubs from CommuniTree. See attached

Trail Maintenance: Many large branches down due to storms. Wayne and I cleared them from trails and picnic table area.

FOPNS: met on July 31st. board approved to spend \$5,000 in 2023 to help offset costs of Girl Scout Shelter renovations and an additional \$5,000 in 2024.

Professional Development: Signed up for Urban Treasures: Restoration & management of High-Value Remnant Natural Areas conference in August.

Volunteers: Riverpark church brought 37 volunteers out and worked for four hours on trail maintenance including mulching trails, weeding the memorial garden, and clearing out erosion control storm water management systems.

I am currently finalizing an official Volunteer Manual for all Parkville Parks and Recreation volunteers.

I met with Kelly with KCMO Parks to learn from the way they manage their volunteers and ways that we can improve our program.

All of our Parks and Rec. Month programs were put on through volunteers from the above listed partners – see under programming.

Regular volunteers have been helping with dog patrol, litter clean-up, Ghost Stories planning, and greeting visitors.

Current Volunteer Hours PNS only:

Month	Hours this month	Total hours
January	20	20
February	21	41

March	71	112
April	126	238
May	84	322
June	106	428
July	172	600
August		
September		
October		
November		
December		

Parkhill Professional Studies Program: After a break from hosting interns I interviewed, Roslyn Strong, as a potential intern. She is outstanding and will begin with us in early September. Her resume is attached here. This is an unpaid internship.

Community Conservation Cost Share Proposal Healthy Woodlands for Parkville

Project Title and Partners:

Title: Healthy Woodlands for Parkville

Location: Sullivan Nature Sanctuary
164 S. Main St.
Parkville, MO 64152

MDC Planner:

Taylor Neff
Community Forester
ISA Certified Arborist MW-6287A
(816) 759-7305 ext. 1138
Taylor.Neff@mdc.mo.gov

Primary partner organization and contact:

Parkville Parks and Recreation Department
Kristen Bontrager
Parkville Nature Sanctuary Director
816-984-9589
916-741-7676 ext. 230
kbontrager@parkvillemo.gov

Budget summary:

Total MDC Request: \$5,994.90

- \$3,300 for tree removal – Urban Tree Specialists
- \$1,326 for native plant seed to cover four acres (\$58 per PLS pound) – Missouri Wildflower
- \$313.60 for native plant plugs – wholesale through Taylor Creek (most available now, Packera and Carex pennsylvanica not ready until October 2023)
- \$50 for saplings through MDC's Tree Sapling order
- \$144 for tree trunk protectors – Forestry Suppliers Inc.
- \$861.30 for watering bags – Forestry Suppliers Inc.

Partner match: \$3,600

- \$3,600 spent on hazardous tree removal in Parkville Nature Sanctuary
- \$ 1,095 estimated cost for watering newly installed trees and plants from April – November 2024

- Free trees applied for via CommuniTree through Forest ReLeaf

Total Project Cost: \$10,689.9

Project Details:

Need and objectives:

Sullivan Nature Sanctuary is a lesser known a lesser known nature sanctuary in the City of Parkville but is growing in popularity as the population continues to climb. It is located less than a mile from the beloved Parkville Nature Sanctuary and is adjacent the both Platte Landing Park and English Landing Park. Sullivan Nature Sanctuary Maintenance falls under the care of the Parkville Nature Sanctuary Director with support from the Parks and Recreation Superintendent. Sullivan Nature Sanctuary has a twin trail system on both sides of Rush Creek. Rush Creek is used not only as flood prevention in Parkville but is also utilized by Park University to conduct turtle surveys.

Sullivan Nature Sanctuary has great native trees and shrubs along most of the North side and some throughout the South side of the area. This entire parcel has issues with invasive Bradford Pear, Japanese Hops, Bush Honeysuckle, and several species of vines that are starting to choke out our native trees. There is a large section of this parcel of land that has been cleared out and is ready to be replanted with native understory trees and shrubs, as well as seeded with native shade-loving grasses and forbs.

Four trees have been identified as potentially dangerous to the public, one tree is dead and has the potential to fall into Rush Creek which could cause debris build up to this area that is to be used as flood control. We intend to keep the removed trees on site in the form of mulch to be used for trail maintenance and covering newly planted trees.

Parkville Parks and Recreation is looking for funds to purchase native plants and trees, remove the identified potentially dangerous trees, and to off-set the cost of treating our identified invasive species in the area.

Project area and habitat type:

Expected benefits:

With a lush and native understory we can expect

- increased song and migratory bird habitat
- increased flood prevention efforts
- better storm water run-off control
- increased turtle and aquatic species habitat in Rush Creek
- prevent erosion on steep banks along Rush Creek using Ninebark to stabilize the soil
- added beauty and educational opportunities with signage
- improve soil health with less mowing/ deeper root systems/ added habitat for microorganisms

With potentially dangerous trees removed we can expect

- safer access to trails for the community
- keeping Rush Creek free of debris
- longer lived newly planted trees

With invasive species removal we can expect

- more area for beneficial plants
- reducing the spread of invasive species
- restore the banks of Rush Creek with native Willows and Button Bush

Approach/methodology:

Our approach to expanding the health of our woodland and streambanks in Sullivan Nature Sanctuary will come from years of natural resource experience. Step one is to remove the trees marked as dangerous. Post tree removal we will use the mulch on site from the trees to top dress our trails as well as any trees that may need additional mulch. In the fall we will install our native trees, shrubs, and forbs in the understory and along the entrance to Sullivan on both the north and south entrances where there is potential for erosion issues. We overwinter the saplings and install them in the spring along Rush Creek banks to help combat the invasive Japanese hops, prevent further erosion, and create some welcome shade along the edges of the stream bank for wildlife.

Plan timeline:

Phase 1: Inventory of area. Inventory of area has been ongoing since September of 2020. Changes made are noted in management plan. Such changes include areas treated for invasive species and areas where native plants have been installed.

Phase 2: Treat invasive plant species along trails and entrances. Began in 2021 with increased efforts in 2023.

Phase 3: Upgrade the trail system with new mulch and clear trail boundaries. Completed in 2021 with Eagle Scout project by Octavius Soriano from Scout Troop 261.

Phase 4: Aggressively treat invasive species throughout area and remove encroaching poison ivy from trails only. Spring of 2023-early summer 2023.

Phase 5: Remove the trees identified as dangerous, fall of 2023. Schedule a community work day that will also increase awareness of Sullivan, provide education to the community about native and invasive plants.

Phase 6: Install native trees, shrubs, and forbs to understory, and along areas on steep banks with erosion control issues. Water newly installed plants for two weeks following installation.

Install protective cages on all new trees and shrubs. Cover any bare soil areas with native shade seed mix. Overwinter Willow and Buttonbush saplings to be installed spring 2024.

Phase 7: Spring or 2024 monitor all newly installed plants, install water bags on all trees and shrubs. Install over wintered Willow and Buttonbush saplings along Rush Creek stream banks. Install removable protective metal cages to all saplings.

Project map:



Publicity plan or signage:

Metal “Nature Resource Restoration” signs are currently in place at Sullivan to mark our ongoing maintenance to the area.

The City of Parkville will create a Press Release following grant approval of the project. The City will post to our social media accounts (Facebook, Instagram, and Twitter) of progress made on our woodland improvements.

Parkville Nature Sanctuary will host volunteer work days to install all new plants in 2023 and 2024.

Temporary signs will be put in place marking the project progress. “Baby Plants Do Not Disturb” signs will be placed in areas where new plants are installed to encourage visitors to stay on the trails. Signs with QR codes will be installed to provide education on native and invasive plants and what wildlife they can expect to see in the area.

10-year management plan:

Year one- Have dangerous trees (four) removed. Fall installation of trees and plants water all plants and trees immediately after installation. Depending on rain water all plants and trees for the first two weeks. Spread annual and native seed in winter. Install protective cages around newly installed trees and whips.

Year two – Install water bags on all trees and refill as needed. Supplemental water the shrubs and plants in hot summer months. Remove water bags prior to winter. Hand remove any invasive species in understory and along creek banks.

Year three – Replace water bags on any trees that still may need them. Continue invasive species management. Seed any additional native seed along creek banks and understory. Begin removing cages on any trees that do not need them.

Year four – Begin pruning young trees that need it. Mark native plants to collect seed. Continue invasive species management.

Year five – Collect and spread native plant seed on any areas that need it along creek banks and understory. Supplemental water any plants and shrubs that need it. Remove cages from around trees that no longer need protection.

Year six – Continue with invasive species management and adding any additional native plants to areas where necessary.

Year seven – Assess trees for any disease or breakage. Prune where necessary. Supplemental water in the summer months if needed.

Year eight – Monitor site to ensure healthy plants. Collect any available native seed on site. Continue invasive species management.

Year nine – Spread native seed in area and mark plants ready for collection. Continue invasive species management.

Year ten – Collect any native seed that is ready. Monitor site for trees that need watering or pruning. Continue invasive species management.

Hi Kristen,

We have finished processing your order.

[Order #12356] (July 13, 2023)

Product	Quantity	Price
American Elderberry (Sambucus canadensis) (#46)	7	\$0.00
Aromatic Sumac (Rhus aromatica) (#42)	4	\$0.00
Black Chokeberry (Aronia melanocarpa) (#4)	11	\$0.00
Buttonbush (Cephalanthus occidentalis) (#11)	5	\$0.00
Downy Serviceberry (Amelanchier arboria) (#3)	3	\$0.00
Eastern Redbud (Cercis canadensis) (#12)	7	\$0.00
Flowering Dogwood (Cornus florida) (#15)	2	\$0.00
Hazelnut (Corylus americana)	4	\$0.00
Spicebush (Lindera benzoin)	5	\$0.00
Ohio Buckeye (Aesculus glabra) (#2)	3	\$0.00
Eastern Ninebark (Physocarpus opulifolius) (#26)	3	\$0.00
Subtotal:		\$0.00

Shipping:	Trees must be picked up at the nursery in Creve Coeur unless a distribution location has been specified in the NOTES section at the end of this application
Total:	\$0.00
Note:	Swope Park for tree pick-up

Roslyn Strong
(816) 517-5278
S74444@parkhill.k12.mo.us

EDUCATION

Park Hill South High School Riverside, MO | 5/24 Graduation

GPA: 4.00 /4.1

- **Current Coursework:** Chemistry (AP), English Language and Composition (AP), US History (AP), Biology (AP)
- **Membership:** Science Club, Orchestra Leadership Council, Tennis, A+ Scholarship Program, Writing Center Tutor, Musical Pit, Freshman & New Student Mentoring Program, Student Sense of Belonging Committee
- **Accomplishments:**
 - All-District Orchestra in 9th, 10th, and 11th
 - Exemplary Performances in the Missouri District and State Music Festivals in 9th and 10th grades
 - 1st Place Platte County VFW Essay Contest winner
 - Honor Role for 9th, 10th, and 11th
 - Athletic Scholar Leader for People of All Colors Succeed Program (POAC) 11th grade

SKILLS

- Google Drive, Word, One Note, PowerPoint

LANGUAGES

- English

EXPERIENCE

Park Hill South Core Lab Tutor

Kansas City, MO | 08/2021 – 05/2022

- Biology, Chemistry, Algebra, & Geometry tutor
- Assisted teachers with organizing and planning class activities and lessons

Park Hill South Writing Center Tutor

Kansas City, MO | 08/2022 – Present

- Tutor students with writing essays for scholarships and school assignments
- Assisted with planning for workshops and lessons

Middle School Orchestra Mentor

Kansas City, MO | 08/2021 – Present

- Training middle school students with playing the viola and reading music
- Assisted with planning and organizing workshops

Freshman and New Student Mentor

Kansas City, MO | 08/2022 – Present

- Help Freshman and New Students integrate into high school
- Organizing and planning workshops and lessons
- Lead group discussions and taught lessons to a Freshman class
- Orient new students to the building layout, athletics, clubs, student support services
- Collaborated with peers to improve school culture and sense of belonging



PARKS CIP UPDATE

July 14, 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.
- *Site visited with USACE at the end of April. This was the first step in discussing plans for the Wetland Reset/Liner Installation.*
- Conversations have continued with USACE to determine local soil that is available from developers that may be used for the clay liner. USACE has been conducting soil testing on development sites
- On July 5, 2023 USACE soil engineers began sampling areas near the Wetlands and areas in Platte Landing Park to test for compatible clay to be used for the liner.
- The USACE will provide the City with an update on their findings and a recommended plan to move forward later this summer.
- **On August 1, 2023 Leigh Mitchell, USACE Project Manager, attended a joint Work Session with the BOA and CLARB to present their recommended approach to the restoration of the Wetlands project.**
 - The last few months have included funding acquisition, geotechnical assessment, and project scoping.
 - Within the next 1-2 weeks the area will be mowed to allow construction and staging, including delivery of materials.
 - Over the next 2-4 months the USACE plan to complete the necessary earthwork.
 - The City and the USACE will continue discussions regarding the vegetation management and potential water sources. That work is anticipated to be done in Spring 2024.
- **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 removed 4 spruce trees as approved by CLARB in the February 2023 meeting.
- Staff completed work with *By the Blade* for consultation on the retaining wall and planting designs.
- By the Blade and staff constructed the retaining walls, dry creek bed, and some boulders.
- Installation of the new decking material on the upper deck is in progress.
- Installation of the new railing is in progress.
- Landscaping planting plans are under review.
- Guardrails have been installed on the upper deck.
- The Grigsby kiosk has been installed.
- The existing yellow lap siding and trim has been painted a muted gray green as selected by staff and the CLARB landscape representatives.
- Plantings and mulch have been installed in the upper landscape area.
- Adirondack chairs have been installed on the upper deck. (2) child-size Adirondack chairs are on order.
- Decorative string lighting has been installed on the upper deck.
- A new plywood backing is being painted and installed in the information kiosk niche by Frank’s outdoor seating area.
- Touch-up painting will be completed as soon as weather permits.
- Two small child-sized chairs have been ordered to supplement the seating on the upper deck.

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 INDEFINITELY.

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.
- Approximately 80 feet of asphalt trail was installed on May 1, 2023.
- Grass seeding has been installed.

STATUS – COMPLETE.

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.
- Settlements have been made with both insurance companies for a total of \$455,306.21.
- The Farmers Market structure and piers have been removed.
- The plastic barriers have been removed.
- Staff has made a request to Platte County to shift the awarded \$1M grant for the Platte Landing Park Ball Field project over to the new Farmers Market structure project. **This request was denied by Platte County.**
- **Staff will apply for a new Platte County Partnership grant when the application process opens.**
- **Staff were told that the application is opening later than anticipated because they (Platte County) are making some changes to the application process.**
- **Staff is working with Confluence to organize additional community input to determine next steps and the future of the market.**
- *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.
- The City of Parkville was awarded \$34,000 for the Platte County Outreach Grant for Gateway Park.
- Staff and Gateway Park committee met on April 3rd to discuss next steps in the planning and design of the park.
- Staff is working with McClure Engineering on construction documents for the park. It is estimated that the project will go out for bidding around the middle of August.

STATUS – IN PROGRESS

11. Update on 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.

- The RFP and timeline has been established and will be posted in Mid-July.
- Once the Parks Master Plan consultant is hired, staff will integrate the Survey consultant and the Master Plan consultant to determine a plan for community engagement and presenting information at an upcoming CLARB meeting. The timeline will be posted on the City website.

12. Girl Scout Shelter

- Staff is in the process of procuring bids for pavers and underlayment to be installed over the existing concrete slab.
- It is anticipated that work would be complete by October 1, 2023.

13. Veterans Memorial

- July 27, 2023, Staff met with members of the Veterans Memorial Committee at the Train Depot Spirit Fountain to discuss the possibility of moving the Memorial to that site.
- August 1, 2023, the Board of Aldermen unanimously approved moving the Memorial to the Spirit Fountain site.
- Staff has given SFS Architecture notice to begin design work on Phase 1 of the project, which includes flags, markers and landscaping. It is anticipated that this work will be completed by Memorial Day, 2024.
- The next Veterans Memorial Committee meeting will be on August 22, 2023.

250+	Event Name	Date	Start Time	End Time	Type	Location	
	New Years Day 1/2 Marathon	Sunday, January 1, 2023			Race	ELP	Bodies Race Company
	Recycling Event	Saturday, February 4, 2023			Event	PLP	
	Recycling Event	Saturday, April 1, 2023			Event	PLP	
	Photos w/the Easter Bunny	Saturday, April 8, 2023			Program	Barkville	
	Music at Pocket Park	Friday, April 14, 2023			Program	Pocket Park	
	Earth Day Event	Saturday, April 15, 2023			Program	PNS	
	Climate Council Earth Festival Bus	Saturday, April 15, 2023			Program	PLP	Climate Council
***	Microbrew Fest	Saturday, April 22, 2023			MSPA	ELP	MSPA
	River Park Church Service	Sunday, April 23, 2023			Church	ELP	River Park Church
	Tree Planting for Arbor Day	Tuesday, April 25, 2023			Program	Sullivan NS	
	Music at Pocket Park	Saturday, April 29, 2023			Program	Pocket Park	
	Healthy Kids Day P&R Table	Saturday, April 29, 2023			Program	PCCCS	Parkville YMCA
	Farmers Market Opening Day	Saturday, April 29, 2023			Event	ELP Parking Lot	Farmers Market
	Missouri Beef Ceremony with Governor	Thursday, May 4, 2023			Event	Pocket Park/KC Cattle	KC Cattle/Missouri Beef Association
	AWLF 5K Race	Saturday, May 6, 2023			Race	ELP	
	Cruise Night	Saturday, May 6, 2023			MSPA	ELP	MSPA
***	School of Rock Performance	Sunday, May 7, 2023			Event	ELP	School of Rock
	Beaver Builder Program	Saturday, May 13, 2023			Program	PNS	Tinkergarten
	Mothers Day 5K	Saturday, May 13, 2023			Race	ELP	Equal Start
	River Park Church Service	Sunday, May 14, 2023			Church	ELP	River Park Church
	Symphony in the Park	Tuesday, May 16, 2023			Program	ELP	KC Symphony
	Guided PNS Tour for Park Hill Students	Wednesday, May 17, 2023			Program	PNS	Park Hill School District
	Tours for Argh & Argh Event	Wednesday, May 17, 2023	11am	1pm	Program	PNS	Park University
	Park Hill Senior Fun Day	Thursday, May 18, 2023	9am	2pm	Event	ELP	Park Hill School District
	DAR Little Library Ceremony	Saturday, May 20, 2023	10am	11am	Program	ELP	White Allee Creek DAR
***	River Park Church Service	Sunday, May 21, 2023	7am	2pm	Church	ELP	River Park Church
	Union Chapel Career on Wheels	Wednesday, May 24, 2023	9:30am	1:30pm	Program	Union Chapel Elementary	Union Chapel Elementary
***	Memorial Day Event	5/26/2023-5/28/2023	ALL	DAY	Event	ELP	CID
***	Costco Company Picnic	Monday, May 29, 2023	11am	9pm	Event	ELP	Costco
***	Strong Like Lisa 5K	Saturday, June 3, 2023	7am	Noon	Race	ELP	
	Rolling on the River Bike Ride	Saturday, June 3, 2023	9am	Noon	Program	ELP	
	Recycling Event	Saturday, June 3, 2023	8am	12:30pm	Event	PLP	
	Cruise Night	Saturday, June 3, 2023	2pm	8pm	MSPA	ELP	MSPA
	Midwest Walk Run Roll 5K	Sunday, June 4, 2023	7am	2pm	Race	ELP	SRNA
	Nature Camp	June 6 - June 9, 2023	9am	Noon	Program	PNS	
	Movie Night	Saturday, June 10, 2023	6pm	9pm	Program	Outdoor Community space at Cr	
	Midwest Tree Climbing Competition	Thursday, June 8, 2023	8am	4pm	Event Setup	ELP	Midwest International Society of Aborigulture
	Midwest Tree Climbing Competition	Friday, June 9, 2023	8am	4pm	Event Setup	ELP	Midwest International Society of Aborigulture
***	Midwest Tree Climbing Competition	Saturday, June 10, 2023	7am	8pm	Event	ELP	Midwest International Society of Aborigulture
***	Midwest Tree Climbing Competition	Sunday, June 11, 2023	7am	8pm	Event	ELP	Midwest International Society of Aborigulture
	Symphony in the Park	Tuesday, June 20, 2023	6pm	7pm	Concert	ELP	KC Symphony
	River Park Church Service	Sunday, June 18, 2023	7am	2pm	Church	ELP	River Park Church
	Music at Pocket Park	Friday, June 23, 2023	5pm	7pm	Program	Pocket Park	Maddie Lamb and Band
***	Bodies 1/2 Marathon	Saturday, June 24, 2023	5am	11am	Race	ELP	Bodies Race Company
	River Park Church Service	Sunday, July 2, 2023	7am	2pm	Church	ELP	River Park Church
***	Star Spangled Banner Event	Saturday, July 1, 2023	4pm	11pm	Event	Farmers Market Lot	Eco Lovers Market
	4th of July Parade and Event	Tuesday, July 4, 2023	8am	10pm	MSPA	ELP Parking Lot	MSPA
	Music on Main Street TBD	Saturday, July 8, 2023			MSPA	Pocket Park	MSPA
	Yoga and Nature Hike	7/11, 7/18, 7/25	9am	10am	Program	PNS	
	Storytime in the Park	7/10, 7/17, 7/24, 7/31	10am	11am	Program	ELP- West Shelter	Mid Continent Public Library
	Art in the Park	7/5, 7/12, 7/19, and 7/26	10am	11am	Program	ELP- East Shelter	Mantooth Creative
	Thai Chi/Senior Program	7/6, 7/13, 7/20, 7/27	9am	10am	Program	ELP	
	Science in the Park	7/7, 7/14, 7/21, 7/28	10am	11am	Program	ELP- West Shelter	HCA & Stan
	Scottish Highland Games	Saturday, July 15, 2023	9am	5pm	Event	PLP	Scottish Athletics
	River Park Sports Camp	7/18, 7/19, 7/20, 7/21	5pm	9pm	Event	PLP	River Park Church
	Movie Night	Saturday, July 8, 2023	6pm	9pm	Program	Outdoor Community space at Creekside	
	Music at Pocket Park	Friday, July 21, 2023	6pm	9pm	Program	Pocket Park	
	Recycling Event	Saturday, August 5, 2023	8am	12:30pm	Event	PLP	
	Cruise Night	Saturday, August 5, 2023	2pm	8pm	MSPA	ELP	MSPA
***	Hearts for RMHC 5K10K	Sunday, August 27, 2023	5am	Noon	Race	ELP	
***	Parkville Days	8/18/2023-8/20/2023	8am	10pm	MSPA	ELP Parking Lot	MSPA
	Cruise Night	Saturday, September 2, 2023	2pm	8pm	MSPA	ELP Parking Lot	MSPA
	Eco Lovers 5K Race	Sunday, September 3, 2023	8am	2pm	Race	ELP	
***	Paws in the Park	Saturday, September 9, 2023	5am	1pm	Event	ELP	FOPAS
***	KC Infertility Race	Sunday, September 10, 2023	6am	1pm	Race	ELP	
	Symphony in the Park	Tuesday, September 12, 2023	7pm	8pm	Event	ELP	
***	Walk like MADD	Saturday, September 16, 2023	6am	2pm	Race	ELP PLP	Mothers Against Drunk Driving
***	Seize the Day 5k	Sunday, September 17, 2023	6am	Noon	Race	ELP PLP	Seize the Day
***	Bretts Band 5k	Saturday, September 30, 2023	8am	4pm	Race	ELP PLP	Brett's Band SUDEP Awareness
***	Park Hill Education Foundation 5k	Saturday, October 7, 2023	6am	10am	Race	ELP PLP	Park Hill Educational Foundation
	Recycling Event	Saturday, October 7, 2023	8am	12:30pm	Event	PLP	
***	Barktoberst	Saturday, October 14, 2023	8am	7pm	Event	ELP	Pet Rescue Remodel
	Symphony in the Park	Sunday, October 15, 2023	6pm	7pm	Event	ELP	
	Pumpkin Carving	Thursday, October 26, 2023	4pm	8pm	Program	ELP	
***	Ghost Stories	Saturday, October 28, 2023	4pm	9pm	Program	PNS	
	Duckers & Fishers Wedding	Saturday, October 28, 2023	2pm	6pm	Event	McKeon Stage and West Shelter	Private Wedding
***	Veterans Day 5K	Saturday, November 11, 2023	8am	2pm	Race	ELP	
	Turkey Trot	Thursday, November 23, 2023	7am	Noon	Race	ELP	
***	Christmas on the River	Friday, December 1, 2023	8am	10pm	MSPA	ELP Parking Lot	MSPA
	Winter Wonderland	Saturday, December 16, 2023	9am	1pm	Program	PNS	