



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#22-009) Agenda
CITY OF PARKVILLE, MISSOURI
Wednesday, October 18, 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
Jessica Holtz
Phillip Wassmer (Liaison)

2. CONSENT AGENDA

- A. Approve the minutes for the September 13, 2023, regular meeting

3. COMMUNITY INPUT

- A. Baseball Partnership for Grigsby Field

4. ACTION AGENDA

- A. Appoint CLARB member(s) for the Selection Committee for the Parkville Parks and Recreation Master Plan. Staff is seeking 1-3 CLARB members to represent CLARB on the selection committee to review proposals, rate proposals, and recommend a consulting firm for the Master Plan. The Selection Committee will include CLARB representatives, City Staff, and a BOA liaison. The proposals for Parks and Recreation Master Plan are due November 1, 2023. The Selection Committee will review proposals between November 6-9. The recommendation will then be presented to CLARB on November 15, 2023.
- B. Appoint CLARB members for the Steering Committee for the Parkville Parks and Recreation Master Plan. Staff is looking for 2-3 CLARB members to represent CLARB on the Steering Committee for the Parks and Recreation Master Plan Process. This committee will consist of CLARB members, City Staff, and Board of Aldermen representatives. The Steering Committee will represent the greater community to guide the framework of the Master Plan. This committee will work with the consulting firm to coordinate community engagement and public meetings while assisting with initiating, engaging, and developing major components throughout the planning process. The process will begin after a firm is selected with an anticipated first meeting in January 2024. This committee will meet on a semi-regular basis over the course of several months.

Posted Date & Time: 10/17/2023
2:30 p.m.

By: Bonnie Buckmaster

5. STAFF UPDATES ON ACTIVITIES

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

6. MISCELLANEOUS ITEMS FROM THE BOARD

7. ADJOURN



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#22-008)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, September 13, 2023 6:00 PM

City Hall Board Room

1. CALL TO ORDER

The meeting was called to order at 06:03 PM on September 13, 2023. Roll was called by Bonnie Buckmaster, Public Works Department Assistant.

Members present were:

Michelle Flamm
Linda Arnold
Steven Sturgess - *via zoom*
Dana Laiben
Nate Askren
Amanda Blackwood - *via zoom*
Mary Jane Kuehn

Absent with prior notice were:

Adam Zink
Jessica Holtz

Phil Wassmer (Liaison)

A quorum of the Board was present.

Brittanie Propes, Parks & Recreation Director; Chris Ashley, Project Manager; Kristen Bontrager, Nature Sanctuary Director; and Bonnie Buckmaster, Public Works Assistant, were present on behalf of the City.

2. CONSENT AGENDA

- A. Approve the minutes for the August 9, 2023, regular meeting

ACTION: Nate Askren moved to approve the minutes for the August 9, 2023 regular meeting. Mary Jane Kuehn seconded.

RESULT: Motion Passed: 7-0.

3. ACTION AGENDA

- A. Approve an agreement with Platte County Parks and Recreation for the Brush Creek Trail Maintenance.

Brittanie Propes, Parks and Recreation Director, presented an agreement with Platte County Parks and Recreation for the Brush Creek Trail Maintenance. The purpose of the Brush Creek Trail project is to develop a pedestrian and bicycling shared-use path for public recreational and alternative transportation use. The project will run from NW River Road to the Creekside development. The scope of the project will include the development of a paved trail and related improvements as described in Exhibit A of the agreement. The project may be built in phases.

Discussion included the maintenance of the trail, and whether there would be snow removal. Brittanie stated that there would not be snow removal on the trail. The trail is 10ft wide concrete, will have a trailhead near the new elementary school and ends near the Platte County sewer. The next phase would connect to English Landing Park. It was discussed that memorial benches would be permitted along the trail. This trail can also be utilized for 5k and 10k races. There will be dog bag waste stations along the trail, and It was also suggested that staff look into biodegradable dog waste bags.

4. NON-ACTION AGENDA

- A. Farmers Market Work Session Recap

Brittanie Propes, Parks and Recreation Director, gave a brief recap of the work session that was held to discuss the Farmers Market. The total expenses to date are \$95,544.50, and the total amount collected from the two insurance companies was \$455,306.21, leaving the remaining balance of \$359,861.71. Brittanie also recapped the four options for the new structure. In conclusion, staff will get with BBN to get an itemized list in order to apply for the Platte County grant.

Discussion included the full costs of the project, which would include the site preparation, electrical, and other amenities, and the structure itself.

5. STAFF UPDATES ON ACTIVITIES

Wetland update - There is progress in the wetlands with lots of dirt being moved. Gateway Park Project is out for bid

- Master Plan Project is out for bid-extended deadline
- Veterans' Memorial - SFS is revising the design plans
- Girl Scout Cabin at PNS - on the upcoming BOA agenda
- A-Truss bridge & dumpster - acquiring quotes
- Seeking volunteers for Pumpkin Carving and Ghost Stories
- New park behind PAC, detention pond/ trees and maintenance
- Old exercise equipment at Parkville Nature Sanctuary to be removed
- Tree maintenance requirements- draft review
- Schedule of Fees - Revisions, November Meeting
- Train Depot - Kathy Kline Art Studio is not renewing the lease. Staff to look into a new tenant. CLARB suggested a work session before a regular meeting.

A. Parks Maintenance

B. Nature Sanctuary

Kristen Bontrager, Nature Sanctuary Director, introduced two interns from the Professional Studies Program at Park Hill School District. Roslyn Strong, a senior at Park Hill South High School who is looking to obtain a degree in wildlife biology, is excited to be involved in this internship. Roslyn's professional goal is to make connections in the science field. Sheyenne Russell, a senior at Park Hill South High School. Sheyenne is working on an eagle scout project while at the nature sanctuary, and enjoys helping out in the community and wanted hands-on experience.

C. Parks Capital Improvement Projects

D. Special Events

The Fall Events Calendar can be found on the City website at <https://parkvillemo.gov/download/2023ParkEvents.pdf>

6. MISCELLANEOUS ITEMS FROM THE BOARD

Member, Nate Askren asked what the estimated timeframe is to install the bike stations? Brittanie explained that the grant for these were denied, so staff will be getting these ordered soon for English Landing Park and Gateway Park.

7. ADJOURN

ACTION: Michelle Flamm moved to adjourn at 6:51 p.m. Mary Jane Kuehn seconded.

RESULT: Motion Passed: 7-0.

The minutes for September 13, 2023, having been read and considered by the Community Land and Recreation Board, were approved on the 18th day of October, 2023.

Bonnie Buckmaster, Public Works Assistant

Approval date



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

CITY OF PARKVILLE Memorandum

Date: October 2, 2023

To: Community Land and Recreation Board

From: Tom Barnard, Parks Superintendent

CC: Brittanie Propes

September Parks Activity Report:

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

- Cruise night setup / barricades/ trash cans
- Drain/cleaned depot Spirit Fountain
- Dog park holes filled
- Tree trimming ELP/PLP
- Fertilized/ Seeded Grigsby Field
- 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.
- Fertilized ELP East End
- Added playground mulch to playground area
- Parallel bar coupler repositioned and tightened.
- 70 XT Loader repair performed
- PAC retention trees removed by Urban Tree and local beaver volunteers.
- Added chat to small dog park area
- Delta Airlines tree planting at River Shelter
- 20 Tree plantings performed by Park's Staff in ELP and PLP.
- Invasive weed/vine/poison ivy eradication performed in Sullivan Nature Sanctuary
- Wetland mowing completed in PLP
- Restroom cleaning & stocking daily, new air fresheners installed
- Watering initiated with new trees, plants, ornamental grasses, and shrubs
- Sheep water detail performed
- Tree assessment performed with MDC Community Forester for future tree trimming aid.
- Grills cleaned 2X weekly at shelter houses.
- Dog stations stocked 3X weekly.
- Depot water fountain pump stopped working. Pump pulled and diagnostic testing presently being performed to identify issue.



September 2023 Work Report
Parkville Nature Sanctuary

Kristen Bontrager

Programming: Organized 14 sheep to be on site at Sullivan Nature Sanctuary for 2.5 weeks. Tom assisted by coming by every day to fill their trough with water.

Attended Large Landscape committee with Deep Roots to get Parkville involved in the Callery Pear Buyback program for 2024. Stay tuned for more details to come.

Met with Eric Allen with Platte County Prosecutors Office to go over details for the upcoming work day at Sullivan in October.

Met with Park University to get students more involved with Ghost Stories.

Interns, Roslyn Strong and Sheyenne Russel began their internship Sept. 11th.

Met with Taylor Neff to discuss details of Healthy Woodlands for Parkville grant through MDC. Decisions made on grant approval will occur second week of October.

Met with Eagle Scout Caleb Johnson to get him ready for his Eagle Project to mulch all the trail in PNS. Caleb mulched roughly 2 miles of trails and helped prepare trails for Ghost Stories.

Attended Stream Team training through MDC and MoDNR all day Sept. 30th. Training included: Water Quality, dissolved oxygen, nitrate tests, macroinvertebrates, site selection, visual reporting of site, pH and conductivity monitoring, and rate of flow of stream.

Trail Maintenance: Sheep at Sullivan to clear out understory to allow space for higher quality native trees and shrubs. Stacked logs and inoculated them with wild, edible, native mushrooms. Removed smaller dead trees along trails.

Continued weed removal in native pollinator garden at PNS.

Trails mulched by Eagle Scout.

FOPNS: Calendar are officially printed and ready for sale. See FOPNS website to purchase. Officers to be elected to replace outgoing President, Vice President, and Treasurer.

Professional Development: Field Trip to Ernie Miller Park to learn from Matt Garrett with Johnson County Parks and Recreation on their management strategy and volunteer program for the 116 acre park.

Volunteers: Volunteers helped with trash while Wayne was out of town. Volunteers on site at Sullivan every day for two weeks clearing brush, moving sheep, and putting cages around young trees. Met with volunteers twice to discuss Ghost Stories.

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	23	623
September	46	669
October		
November		
December		



PARKS CIP UPDATE

October 18, 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.
- Staff mowed roughly 80 acres at PLP to prepare for the earthwork.
- *The USACE began construction and have been moving dirt since the end of August. No other significant updates to report.*
- *The USACE experience delays getting the bentonite but progress continues. Parks Staff and USACE have a site visit scheduled to review progress the week of October 23rd.*
- *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, BNN will take over as the designers for the new Farmers Market structure.
- Small Committee met with representatives of BBN and Confluence. BBN presented and subsequently modified their fee proposal to do conceptual design work for (2) different schemes: one a build-from-scratch and the other a pre-manufactured building.
- BBN's fee proposal was presented at the September 12, 2022 meeting.
- October 28, 2022: The Small Committee Meeting was held to review BBN and Confluence's preliminary design concepts. The Consultants will provide the group with some "Order of Magnitude" pricing associated with the agreed upon designs.
- November 9, 2022: Presentation of conceptual designs and associated order of magnitude pricing will be made at the CLARB/Board of Aldermen Joint Work Session.
- Staff has engaged Kaw Valley Engineering to provide geotechnical investigative services. Staff will be meeting on site with a member of Kaw Valley on Wednesday, December 14, 2022 to determine boring locations.
- Staff has begun exploratory digging along one of the existing piers to determine its depth.
- Geotechnical Report has been forwarded on to BBN and Confluence Architects.
- Staff is currently waiting for direction from the insurance companies before proceeding with any further work.
- 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.
- Staff participated in a joint work session with the Board of Aldermen and members of CLARB on September 5th. The following items were agreed upon:
 - The City will engage BBN to modify their cost estimate to focus on previous version B1, a timber-framed structure similar to the original, with a larger column bay.
 - The City will formally withdraw from our previously awarded Partnership Grant for the Platte Landing Park ballfields.

- The City will start a new Partnership Grant application for the new Farmers Market structure.
- Staff and BBN will return to the Board of Aldermen with updated renderings and cost estimate.

- *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.
- Staff is preparing to put the project out to bid by September 12, 2023.
- The Bid opening for the Gateway Park project occurred on October 3, 2023.
- Staff is preparing contract documents for the contractor to proceed. Work is anticipated to start later this fall.

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.
- Due to lack of responses, the RFP was re-posted in September.
- 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.
- The Master Plan Pre-Proposal Conference was held on October 4, 2023. Thirteen (13) people attended the pre-proposal meeting, staff is optimistic about receiving responses.
- RFP Responses are due November 1, 2023
- Selection Committee will review proposals the week of November 6th
- The November CLARB meeting is being moved to November 15 to provide enough time to review and recommend a consultant for the Master Plan.
- The agreement to hire a Master Planning consultant firm will be on the November 27th Finance Agenda and the December 5th Board of Aldermen agenda.
- After a consultant is selected, staff and the consulting firm will put together a schedule of milestones for the Master Plan process and public input.

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.
- Staff has received a “Cooperative” bid from Embassy Landscaping for the paver work. Their contract will be submitted for approval at the September 11, 2023 Finance Meeting.
- The contract was approved. Work will begin after Ghost Stories

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.
- The Veterans Memorial project Sign was removed from Ball Field 1 and the LWCF request to convert the ballfield was withdrawn.
- Staff is awaiting updated design plans from SFS and the Veterans Memorial Committee.
- SFS is recruiting a new "team" from their organization to spearhead this project. Staff is waiting to hear from them to discuss next steps.

ITEM 5.D.

For 10/18/2023

Community Land and Recreation Board Meeting

**CITY OF PARKVILLE
Policy Report**

Date: October 17, 2023

Prepared By:

Reviewed By:

ISSUE:

Special Events

BACKGROUND:

BUDGET IMPACT:

ALTERNATIVES:

STAFF RECOMMENDATION:

POLICY:

SUGGESTED MOTION:

ATTACHMENTS:

1. Parkville Special Events 2023 Master List Updated October

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 Govenor	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 Alloe 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, 202	9am	Noon	Program	PNS	
Movie Night	Saturday, June 10, 2023	6pm	9pm	Program	Outdoor Community space at Cr	Midwest International Society of Aboriculture
Midwest Tree Climbing Competition	Thursday, June 8, 2023	8am	4pm	Event Setup	ELP	Midwest International Society of Aboriculture
Midwest Tree Climbing Competition	Friday, June 9, 2023	8am	4pm	Event Setup	ELP	Midwest International Society of Aboriculture
Midwest Tree Climbing Competition	Saturday, June 10, 2023	7am	8pm	Event	ELP	Midwest International Society of Aboriculture
Midwest Tree Climbing Competition	Sunday, June 11, 2023	7am	8pm	Event	ELP	Midwest International Society of Aboriculture
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
Trek 4 Patriots	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	
Strawberry Swing Festival	Saturday, September 16, 2023	11am	5pm	MSPA	ELP Parking Lot	MSPA
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
River Park Church Block Party Event	Saturday, September 23, 2023	8am	4pm	Event	ELP	
Rally in the Alley	Saturday, September 23, 2023	10am	6pm	Event	Main Street Alley	Legion Fundraiser Event
River Park Church Service	Sunday, September 24, 2023	8am	2pm	Event	McKeon Stage and Green Space	
Bretts Band 5k	Saturday, September 30, 2023	8am	4pm	Race	ELP PLP	Brett's Band SUDEP Awareness
Value Unconditional 5K	Saturday, October 1, 2023	8am	2pm	Race	ELP PLP	Kathleen Fisher Enyeart
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	
River Park Church Service	Sunday, October 8, 2023	8am	4pm	Event	ELP	
MARC Plogtober Event	Saturday, October 14, 2023	6am	6pm	Event	ELP PLP & South Platte Pass	MARC
Barktoberst CANCELED	Saturday, October 14, 2023	8am	7pm	Event	ELP	Pet Rescue Remodel
Dani Beyer Real Estate Pumpkin Patch	Sunday, October 15, 2023			Eent	McKeon Stage	Dani Beyer Real Estate
Symphony in the Park Postponed due to weather	Sunday, October 15, 2023	6pm	7pm	Event	ELP	
Pumpkin Carving	Thursday, October 26, 2023	4pm	8pm	Program	ELP	
Jude Matthew 5K	Saturday, October 21, 2023	6am	12pm	Race	ELP PLP	Jude Matthew Foundation
River Park Church Service	Sunday, October 22, 2023	8am	4pm	Event	ELP	
Ghouls Night Out	Friday, October 27, 2023	6pm	8pm	MSPA	Alley and Pocket Park	
Parkville Trick or Treating	Saturday, October 28, 2023	8am	4pm	MSPA	Alley and Pocket Park	
Ghost Stories	Saturday, October 28, 2023	4pm	9pm	Program	PNS	
Duckers & Fischers Wedding	Saturday, October 28, 2023	2pm	6pm	Event	McKeon Stage & West Shelter	Private Wedding
Pumpkin Compost Event	Saturday, November 4, 2023	10am	2pm	Event	PLP Parking Lot	KC Can Compost
Embassy Landscaping Fun Run and 5K	Saturday, November 4, 2023	8am	2pm	Race	ELP PLP	Embassy Landscaping
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	