



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.

ACTION: Michelle Flamm moved to approve the agreement with Platte County Parks and Recreation for the Brush Creek Trail Maintenance. Steven Sturgess seconded.

RESULT: Motion Passed: 7-0.

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
Bonnie Buckmaster, Public Works Assistant

10/18/2023
Approval date