

MINUTES OF THE JOINT BOARD OF ALDERMEN/COMMUNITY LAND & RECREATION
BOARD WORK SESSION OF MARCH 19, 2024

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1. GENERAL AGENDA

Mayor Dean Katerndahl opened the work session at 5:31 p.m. on March 19, 2024, at City Hall, 8880 Clark Avenue, Parkville, Missouri. In attendance were aldermen Tina Welch, Philip Wassmer, Brian T. Whitley, Bob Bennett, Douglas Wylie, Stephen Melton and Allyson R. Berberich. Community Land and Recreation Board members in attendance were Linda Arnold, Nate Askren, Jessica Holtz, Steven Sturgess, Mary Jane Kuehn, Adam Zink, Dana Laiben and Amanda Blackwood (*via videoconference*).

The following staff was also present:

Alexa Barton, City Administrator
Bryan Kidney, Deputy City Administrator/Finance Director
Jeffery Rhodes, Assistant City Administrator
Kevin Chrisman, Police Chief
Dan Harper, Public Works Director
Stephen Lachky, Community Development Director
Brittanie Propes, Parks & Recreation Director
Chris Ashley, Parks & Recreation Project Manager
John Mautino, City Attorney

A. Parks and Recreation Master Plan with SWT Design

Lance Klein, SWT Design, provided an overview of the project and timeline; presentation attached as Exhibit A.

Discussion focused on the number of times a citizen could complete the online survey; the statistically valid survey being conducted by the ETC Institute, which would be presented to the Board prior to its release and after it was completed in order to review the results; including the costs for projects and phased implementation; and including a recreation component in the survey.

Board members provided a list of priorities for the plan. They included: keeping the parks as natural as possible; creating a maintenance plan; setting unrealistic expectations that could exceed funding and staffing; not adding impermeable surfaces in the parks; allowing visitors to the parks complete a survey; setting expectations of what could be maintained by staff; addressing canopies and forestation to provide more shade; considering sustainability; and highlighting the natural beauty of the parks. Opportunities for the plan included making the wetlands an educational area and making the parks a platform for volunteer projects.

2. ADJOURN

The work session ended at 6:49 p.m.

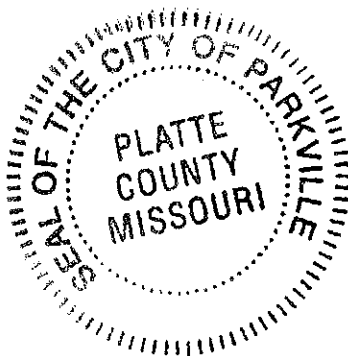
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The work session minutes for March 19, 2024, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the second day of April 2024.

Submitted by:

Melissa McChesney
City Clerk Melissa McChesney



Parks and Recreation Master Plan Joint CLARB/Board of Aldermen Meeting 01

••••• Parkville, Missouri Parks & Recreation •••••



SWTDESIGN

Ballard*King
DRAW

3.19.2024

••••• SWT Design Team •••••



- City of Parkville, Missouri
Parks & Recreation

LANCE KLEIN, PLA
PROJECT MANAGER

SWTDESIGN

Land Development Planning
Project Management
Planning & Design
Civil Engineering
Land Surveying
Environmental Planning & Design
Public Engagement
Operations + Maintenance
Branding + Identity
Graphics + Visualization
Implementation Strategies
Placemaking



JAY WOHLSCHLAEGER, PLA
PARTNER-IN-CHARGE

WILL METCALF, SITES AP
LEAD DESIGNER / SUSTAINABILITY

DOMINIQUE DAVIDSON, RA
ARCHITECTURAL DESIGN LEAD

DRAW

DARIN BARR
PROGRAMS, OPERATIONS & ANALYSIS
BALLARD* KING
ASSOCIATES LTD.

+20
ADDITIONAL
LAND, ARCH,
PLANNERS, &
DESIGNERS

PROJECT SUPPORT
SWT DESIGN

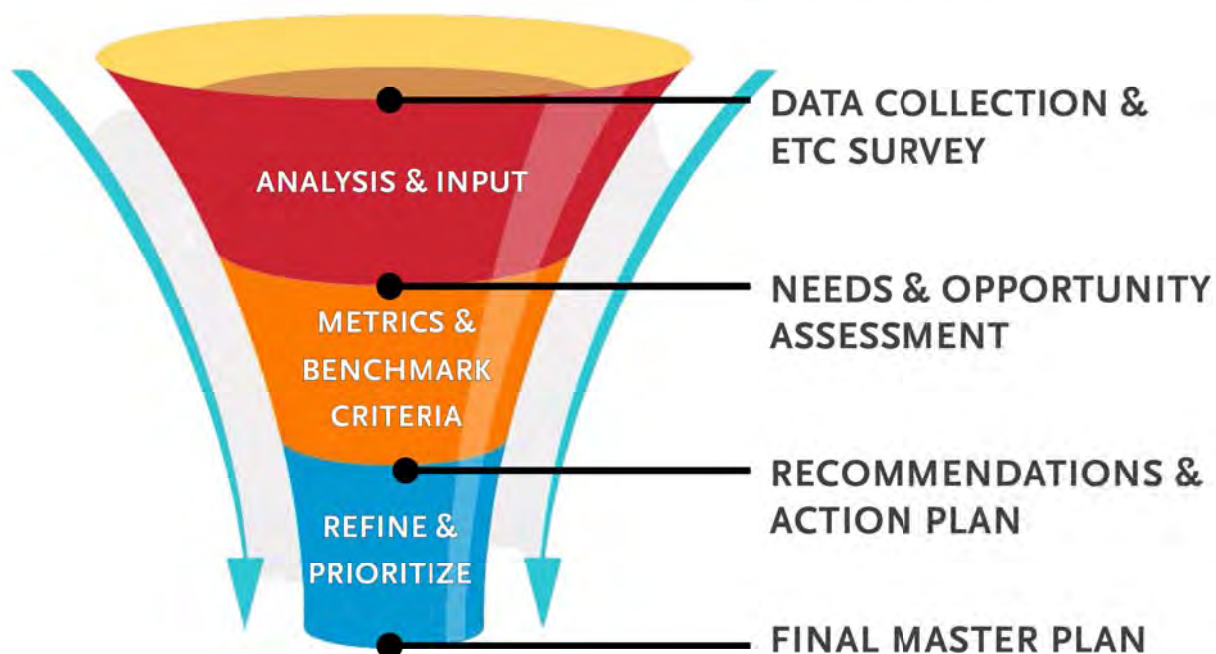
+16
ADDITIONAL
ARCHITECTS,
DESIGNERS, &
SUPPORT

PROJECT SUPPORT
DRAW ARCHITECTURE

..... Master Planning Process



..... Master Planning Process



.....

Project Approach

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The SWT Design Team approach will focus on creating a master plan process that addresses the following priorities for the City of Parkville Parks and Recreation System:

- Establish a 10+ year vision for the Parks & Recreation System
- Conduct a Community Driven Master Planning Process
- Identify Needs and Desires for the Parks and Recreation System as a basis for Master Plan Recommendations.
- Create a road map for phased implementation through Cost Estimates and Funding Opportunities.

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Schedule Coordination

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Phase 1 Data Collection & Analysis: *March - April 2024 (two months)*

- Park Tours and Staff Engagement
- Community Profile / Market Assessment
- Community Engagement Meeting #01; Joint CLARB/Board of Aldermen Meeting 01

Phase 2 Community Engagement (ETC Survey): *April - July 2024 (four months)*

- Develop, Administer, and Compile Statistically Representative Survey and Public Survey Results (separate results)

Phase 3 Needs & Opportunities Assessment: *June - August 2024 (three months)*

- Refine Phase 1 and Phase 2 Input into Overarching Goals for the Parks and Recreation System
- Community Engagement Meeting #02

Phase 4 Recommendations & Action Plan: *September - November 2024 (three months)*

- Draft Recommendations to Achieve Identified Goals and Individual Park Graphic Master Plans
- Community Engagement Meeting #03; Joint CLARB/Board of Aldermen Meeting 02
- Final Recommendations and Draft Action Plan

Phase 5 Final Master Plan Document: *December 2024 (one month)*

- Finalize Master Plan Documents
- Final Master Plan Presentation
- Deliver Final Master Plan Documents

..... Schedule Coordination

- **Confirm Identified Goals for Master Plan** (*not the only goals*):

- English Landing and Platte Landing Parks
- Park Sales Tax
- Rapid City Growth
- Distribution of Parks / Additional Parkland
- Trail Development and Integration into Operations

- **Confirm Key Milestones, Meetings & Engagement:**

- Staff Kickoff and Park Tours / Discussions
- Stakeholder Meetings
- Joint CLARB and Board of Aldermen Meetings (2 meetings)
- Steering Committee / Staff Updates (3 meetings + updates)
- In-person Engagement / Intercept Events (2 events)
- Community Engagement Meetings (3 meetings)
- Final Master Plan Presentation: Joint CLARB and Board of Aldermen



..... Community Engagement

- **Active Engagement / Intercept Events** (two total)

- Prior to Community Engagement Meeting #01 (Phase 1)
- Prior to Community Engagement Meeting #02 (Phase 3)

- **Open House Events** (three total)

- Data Collection - Phase 1
- Needs Determination - Phase 3
- Draft Recommendations - Phase 4

- **Stakeholder Meetings** – Internal & External (3 groups)

- **Statistically Representative Survey** / Open for All

- **CLARB/Board of Aldermen Progress Updates** (two total)

- Data Collection - Phase 1
- Draft Recommendations - Phase 4

- **Joint CLARB/Board of Aldermen Meeting Final Plan** - Phase 5

- **Online – Social Pinpoint**



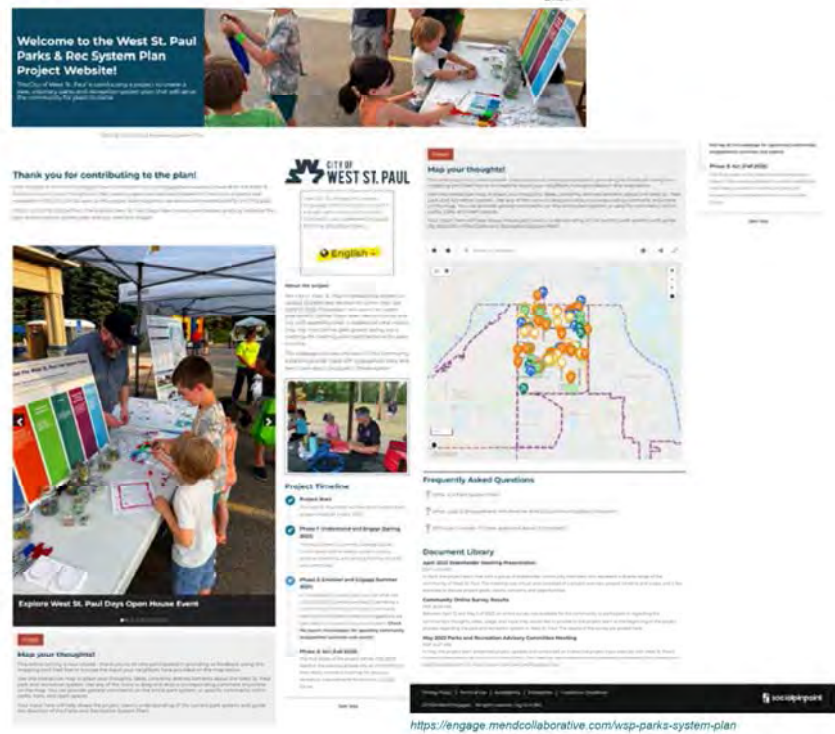
..... Social Pinpoint (Website)

• Added Value

- Link City Website & Social Media
- Home for Realtime Engagement
- Updated throughout the Process
- Share Information & Receive Input
- Participant Created Content
- Feedback is Accessible to All

• Tools

- Interactive Maps / Pin Comments
- Point in Time Specific Engagement
- Informal Surveys and Polls
- Provide Project Overview/Updates



..... Where are we now?

• Building a Foundation / Past Success

- Existing System Inventory and Offerings
- Community Profile / Market Assessment
- Existing Staffing
- Benchmark Communities
- Current Master Plans and Comprehensive Plan
- Community and Stakeholder Input
- Partnerships and Agreements

• Next Steps

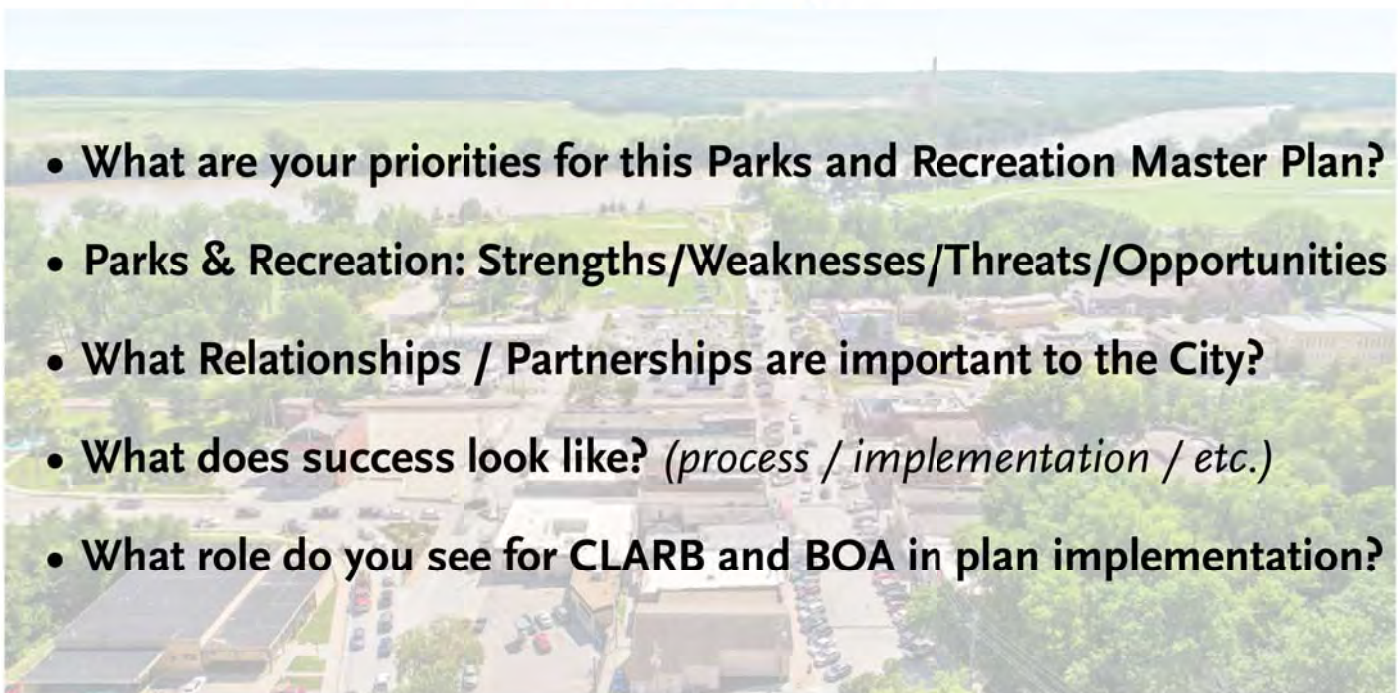
- Park Tours and Staff Workshops
- Schedule In-person Event (April 2024)
- Schedule Stakeholder Meetings (April 2024)
- Schedule Community Meeting #01 (April 2024)



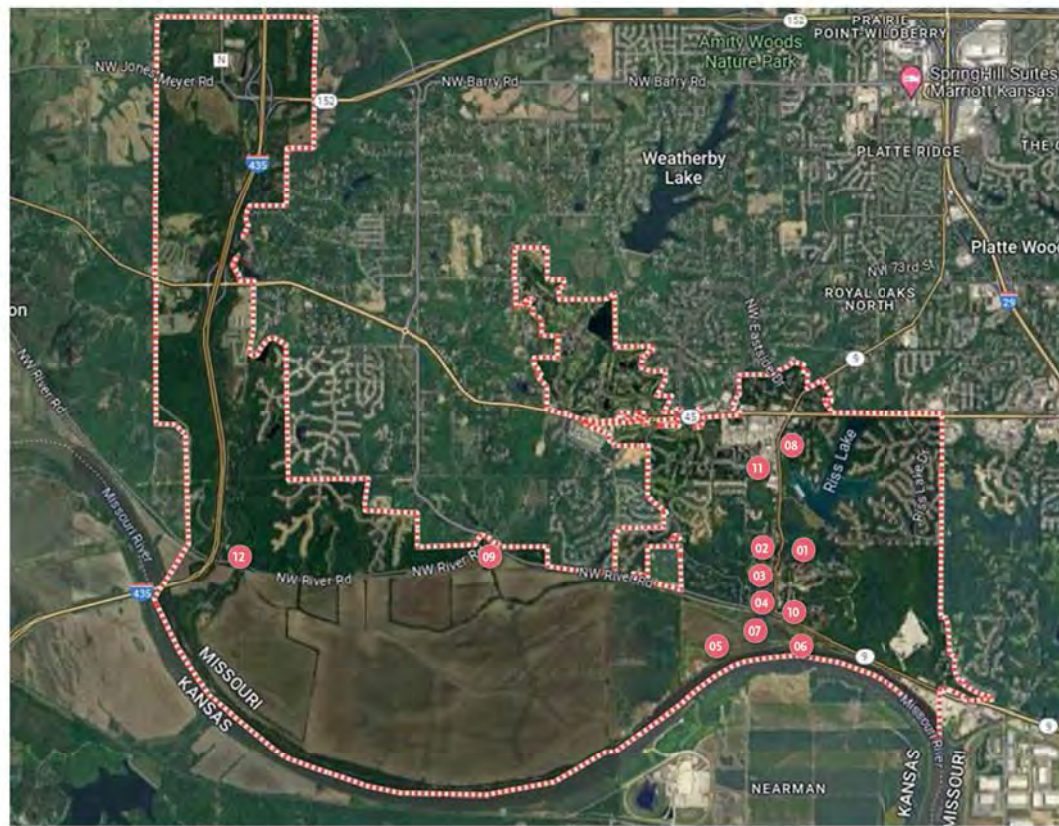
..... Workshop



..... Workshop



- What are your priorities for this Parks and Recreation Master Plan?
- Parks & Recreation: Strengths/Weaknesses/Threats/Opportunities
- What Relationships / Partnerships are important to the City?
- What does success look like? (*process / implementation / etc.*)
- What role do you see for CLARB and BOA in plan implementation?



- KEY
- 01 Parkville Nature Sanctuary
 - 02 Adams Park
 - 03 Watkins Park
 - 04 Pocket Park
 - 05 Platte Landing Park
 - 06 English Landing Park
 - 07 Sullivan Nature Sanctuary
 - 08 Gateway Park
 - 09 Vikings Field
 - 10 Trail Depot and Spirit Fountain
 - 11 PAC Park
 - 12 Brush Creek Trailhead / Trail