



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#24-004) Agenda
CITY OF PARKVILLE, MISSOURI
Wednesday, April 10, 2024 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 March 13, 2024, regular meeting

3. ACTION AGENDA

- A. Approve the second amendment to the use agreement with the Parkville Farmers Market Association to waive the annual fee increase in 2024

4. STAFF UPDATES ON ACTIVITIES

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

5. MISCELLANEOUS ITEMS FROM THE BOARD

6. ADJOURN



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#24-003)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, March 13, 2024 6:00 PM

City Hall Board Room

1. CALL TO ORDER

A. Members Present:

Adam Zink
Linda Arnold
Amanda Blackwood *via zoom*
Dana Laiben Nathan
Askren Mary Jane
Kuehn Jessica Holtz
Phillip Wassmer (Liaison)

Members Absent:

Michelle Flamm
Steven Sturgess

A quorum of the Board was present.

Brittanie Propes, Parks & Recreation Director; Chris Ashley, Project Manager; Mayor, Dean Katerndahl; Alexa Barton, City Administrator; and Bonnie Buckmaster, PW Assistant were present on behalf of the City.

2. CONSENT AGENDA

A. Approve the minutes for the February 21, 2023, regular meeting.

ACTION: Mary Jane Kuehn moved to approve the minutes for the February 21, 2024, regular meeting with item 3B still being evaluated. Dana Laiben seconded.

RESULT: Motion Passed: 6-0.

3. NON-ACTION AGENDA

A. Presentation by Joe Wheelock from Bridging the Gap

Joe Wheelock, Heartland Tree Alliance Program Manager, gave a presentation about the overview of Bridging the Gap and Heartland Tree Alliance. Joe shared information on their different initiatives, including Invasive Species Management, Tree Planting programs, Tree Pruning programs, Native Seed Teams, Prescribed Fires and citizen engagement. Joe discussed different partnerships they currently have in the Kansas City area and plans to partner with other local communities like Parkville.

CLARB thanked Joe for the information.

4. ACTION AGENDA

5. STAFF UPDATES ON ACTIVITIES

Master Plan

- Staff parks tour with SWT Design on March 1st
- Stakeholder small group meetings later this month
- CLARB/BOA kickoff meeting March 19th at 5:30 pm.
- Active Engagement event - This will be an existing event in Parkville that we attend to promote and announce the kickoff of the Master Plan.
- Community Meeting 01 This will be a stand-alone event to present the timeline of the Master Plan.
- Social Pinpoint website is being created.
- Timeline and more details about the overview of the project will be shared on the City of Parkville Facebook page after the kickoff meeting on March 19th.

Gateway Park

- The project has been completed.

Veterans Memorial

- Veterans' Committee Meeting will be held on Tuesday, March 26th at 5:00 p.m.
- Waiting on Committee to provide direction to move forward.
- Options include: 1. Moving forward with installation of the service flags and potential lighting of the service flags, while waiting for funding to design the full project or 2. Working with SFS Architecture to design the full project in phases as funding allows.

Train Depot

- Proposals were accepted until January 31st.
- Selection Committee met February 22nd.
- Proposals are still under review and in evaluation process.
- A joint work session will be scheduled once the Selection Committee has a recommendation.

Farmers Market

- BBN will prepare the design documents and construction documents.
- Refined design documents will return to the board for approval.
- The Farmers Market Association will continue using the parking lot for the 2024 season.
- The Farmers Market Association intends to open the market on April 27th.
- There is an area adjacent to the Farmer's Market lot that is eroding. Over time this streambank will continue to erode and threaten the stability of the east end of the parking lot. Staff applied for a Platte County Stormwater Management Grant for the design of the Streambank Stabilization solution.

This grant is due March 29th.

Bridge to Platte Landing Park

- Platte County Outreach Grant was submitted in February.
- Project awards are expected to be announced in May.
- If grant funding is received, staff will pursue the vehicular and pedestrian bridge design.

Wetlands

- Work Session to be held on April 16th with USACE at 6:00 p.m.
- Staff is awaiting the vegetation proposal from ERDC and will review with USACE prior to the work session on April 16th.
- Bentonite delivery has continued, with 13 additional semi-trucks last week.
- The southern wetland cell is entirely complete, and a good amount of progress has been made on the northern cell.
- Staff is meeting on-site with Missouri Department of Conservation on April 1st to keep Neal Young, Wetlands Biologist clued into the current progress of the Wetlands.

Tree Requirements

- The Great Street Trees List 2024 version cannot be changed at a staff level and must be presented to the BOA as a text amendment via ordinance.
- The Great Trees List 2024 version will be presented in conjunction with the text amendment for the Architectural Design Standards
- The Planning and Zoning Commission plans to discuss the landscape standards on Tuesday, April 9th.
- Planning and Zoning Commission currently serves as the Steering Committee for the Architectural Design Standards project; staff would like a member of CLARB to also serve on the committee to provide comments/feedback during our discussions on landscape design standards. CLARB recommended Member Jessica Holtz to represent CLARB and to serve on the committee.

- A. Parks Maintenance Updates
New Playground Mulch was installed.
- B. Nature Sanctuary
Prescribed burn at PNS
- C. Parks Capital Improvement Projects Report
The report was included in the CLARB packet.
- D. Special Events
The events were included in the CLARB packet and are available on the City website.

CLARB would like to promote the Callery Pear /Bradford Pear buyback program.

6. MISCELLANEOUS ITEMS FROM THE BOARD

2024 Event List

Some of the events were incorrect on the event list included in the packet and will be updated and available on the city website.

Member Jessica Holz mentioned that Pac Park is in need of trash pickup. Jessica is involved with Northland Community Cleanup and will look into cleaning up this area. Members mentioned that the trash could be coming down from the stormwater. There was discussion about placing "No Littering" signs in the area.

There was also discussion of the steep hillside at Gateway Park to plant appropriate landscaping to prevent washout. Brittanie would like Pinecrest to weigh in on landscaping as well.

7. ADJOURN

ACTION: Linda Arnold moved to adjourn the regular meeting at 7:00 p.m. Nate Askren seconded.

RESULT: Motion Passed: 6-0.

The minutes for March 13, 2024, having been read and considered by the Community Land and Recreation Board, were approved on the 10th day of April 2024.

Bonnie Buckmaster, PW Assistant

Approval Date



PARKS & REC UPDATES

March Meeting



NON-ACTION AGENDA



ACTION AGENDA

Capital Improvement Program: Track Loader Purchase

- **Current budget includes \$37,000 in 2024 and \$37,000 in 2025 to lease**
- **At the end of the lease, there is an option to buy out the remaining balance**
- **Through Sourcewell, a cooperative government bid process, staff found a comparable Kubota Track Loader**
- **The Kubota track loader is less expense at \$63,628 to purchase**
- **The parks budget has the money available, but is requesting a budget amend for additional spending authority**



OTHER UPDATES

Project Updates

- Master Plan
- Gateway Park Project
- Veteran's Memorial
- Train Depot
- Farmers Market
- Bridge to Platte Landing Park
- Reservation Software
- Wetlands

Master Plan

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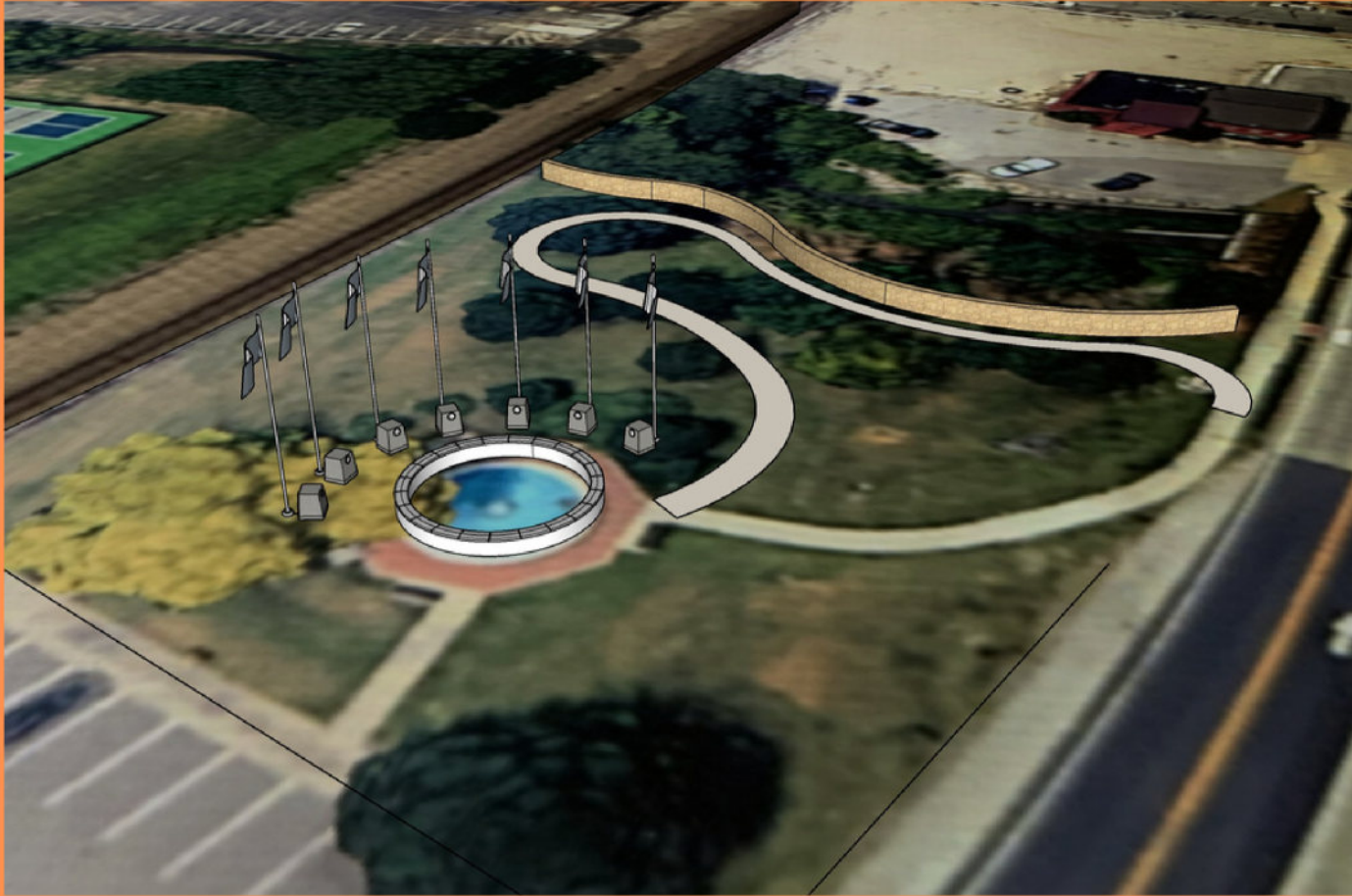
Gateway Park



Gateway Park



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Farmers Market

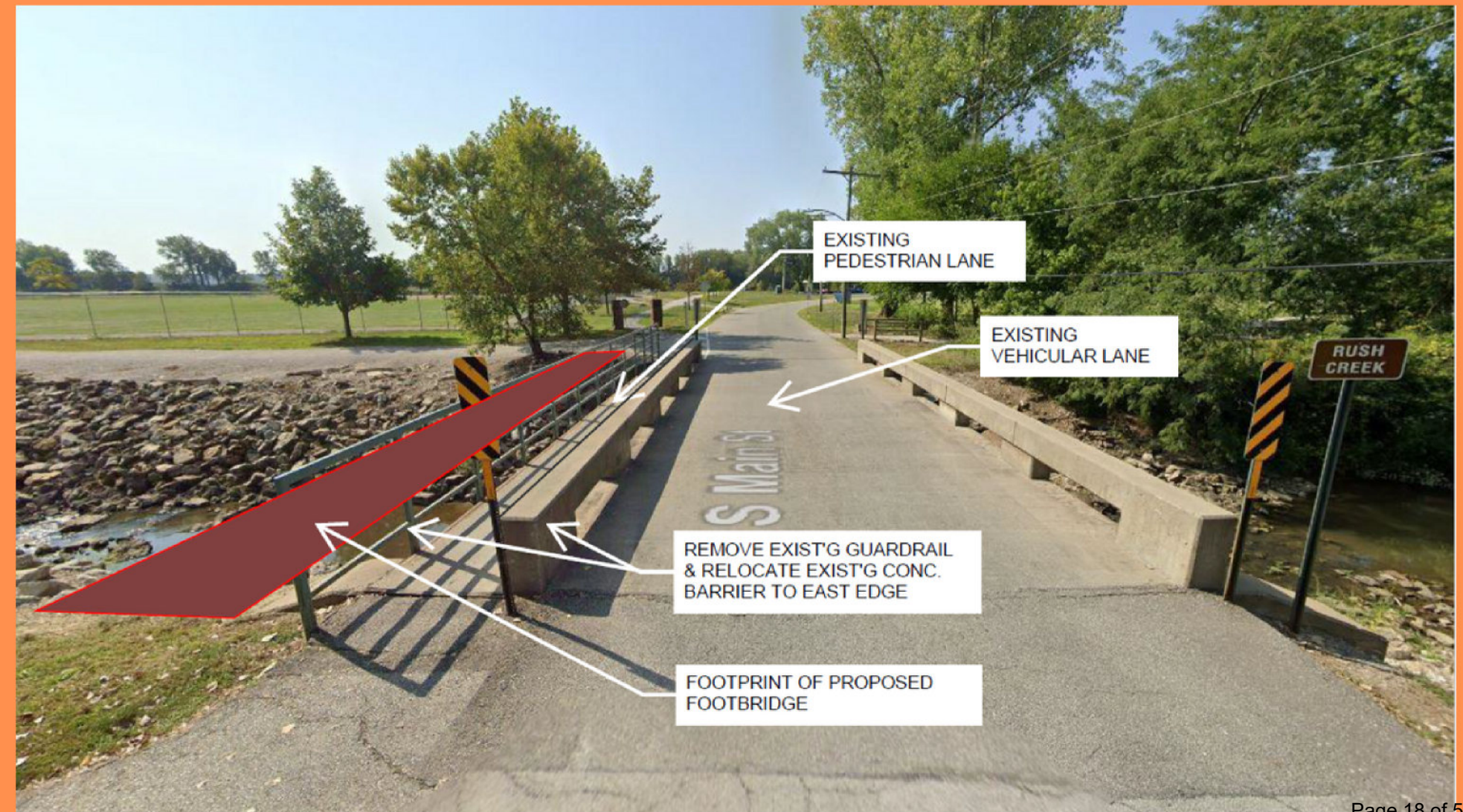
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Below is an area identified adjacent to the Farmer's Market lot that is eroding. Over time this streambank will continue to erode and threaten the stability of the East end of the parking lot. Staff applied for a Platte County Stormwater Management Grant for the design of a Streambank Stabilization solution. The grant is due March 29th.



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New Playground Mulch



Prescribed Burn at Parkville Nature Sanctuary



The Platte County
CITIZEN
Complete County Coverage

FIRE KEEPS NATURE SANCTUARY HEALTHY

Parkville Nature Sanctuary Director Kristen Bontrager (who is a certified burner) put a prescribed fire to the prairie at the nature sanctuary last weekend. Prescribed fire is an excellent way to manage natural resources and keep the prairies biodiverse and healthy. Prairies are a critically endangered ecosystem and home to thousands of different type of wildlife and ecological interactions.
Contributed Photo

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KCPD OFFICER ACCUSED IN PLATTE COUNTY

An officer with a history of violent encounters has been sued after another incident

JEANETTE FAUBION
CITIZEN STAFF

A Kansas City police officer with a history of violent encounters has been accused of using excessive force in detaining a woman at the Platte County Walmart in 2022. In the lawsuit, filed earlier this month in Platte County Circuit Court, plaintiff Bermeeka Mitchell of Lansing, Kan. accuses officer Blayne Newton of three counts and seeks a jury trial and \$25,000 in damages. Three counts are listed in the suit, including assault, battery and false

imprisonment. The case is set for a May 10 docket call. According to court documents, Newton was working an off-duty assignment Sept. 11, 2022 at the Platte County Walmart. In the parking lot, Mitchell noticed an arrest under way by Kansas City Police Department officers and started to live stream the arrest on Facebook. She followed them into the building and was approached by an individual and told she could not film on Walmart property. Mitchell said the person was in plain clothes and never identified himself as an employee of the store. She continued to film and the employee asked her to stop and leave. She refused. This employee then called for Newton, who was in uniform. Mitchell says she attempted to comply with the officer, but Newton grabbed and twisted both her arms, placed the heel of his boot on top of her foot and ground it as he forced her arms behind her back. She was handcuffed tightly and her shoulder was pinched while the officer reportedly yelled “stop resisting arrest.” Now injured, Mitchell said she was taken to a private

See LAWSUIT, PAGE 3

State Championship Maintenance Rodeo



2024 Events

- **3/15 First Volunteer Workday at Parkville Nature Sanctuary**
- **3/23 Easter Bunny at Pocket Park**
- **3/23 Spring Rally in the Alley**
- **4/6 Cruise Night**
- **4/6 Electronic and Paper Recycling at Platte Landing Park**
- **4/20 Boy Scout Recruiting Event at Downtown Parking Lot**
- **4/27 Parkville Microbrew Fest at English Landing Park**
- **5/4 Callery Pear Buyback at Platte Landing Park**
- **5/4 Women Lawyers 5K**
- **5/4 Cruise Night**

ITEM 3.A.

For 4/10/2024

Community Land and Recreation Board Meeting

CITY OF PARKVILLE Policy Report

Date: April 9, 2024

Prepared By:

Brittanie Propes, Parks & Recreation Director

Reviewed By:

ISSUE:

Approve the second amendment to the use agreement with the Parkville Farmers Market Association to waive the annual fee increase in 2024

BACKGROUND:

On January 21, 2014, the Board of Aldermen approved a use agreement to allow the Parkville Farmers Market Association (PFMA) to assume management of the downtown farmers market as a private entity. The use agreement outlines terms for PFMA to continue to use public land to operate the market.

In 2023 the PFMA approached the City and requested that, because the Farmers Market building is still damaged and they won't be able to hold the market there, the annual fee increase be waived in 2023. The increase of fees was waived in 2023.

The PFMA will still be operating in the Downtown Parking lot for the 2024 season so we are requesting to waive the increase of fees for the 2024 agreement.

BUDGET IMPACT:

There is no budget associated with this action.

ALTERNATIVES:

1. Approve the agreement.
2. Approve the item, subject to changes.
3. Do not approve the item.
4. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends amending the use agreement with the Parkville Farmers Market Association to waive the fee increase in 2024.

POLICY:

Section 18 of the Use Agreement states that the agreement may only be modified in writing, and all changes must be approved and signed by both parties.

SUGGESTED MOTION:

I move to approve the second amendment to the use agreement with the Parkville Farmers Market Association to waive the annual fee increase in 2024.

ATTACHMENTS:

1. Second Amendment to Agreement (1)

SECOND AMENDMENT TO FARMERS MARKET USE AGREEMENT

THIS SECOND AMENDMENT TO FARMERS MARKET USE AGREEMENT (this "SECOND Amendment") is dated as of the 16th day of April, 2024, and is made by and between the CITY OF PARKVILLE, MISSOURI, a municipal corporation (the "City") and the PARKVILLE FARMERS' MARKET ASSOCIATION., a Missouri not-for-profit corporation ("PFMA").

RECITALS

WHEREAS, the City and PFMA entered into an agreement beginning January 1, 2020, (the 2020 agreement), wherein the City allowed PFMA to use municipal property as the site of a seasonal farmers' market; and

WHEREAS, The 2020 agreement provided for an annual three percent (3%) increase in the user fee PFMA pays to the City; and

WHEREAS, because PFMA is without the use of their regular facilities, the City desires to waive the annual fee increase for the year 2024; and

WHEREAS, the user fee charged to the PFMA for the 2024 year will be \$1,229.88.

NOW, THEREFORE, in consideration of the foregoing and the covenants and obligations contained in this First Amendment and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, it is agreed by and among the City and PFMA as follows:

Section 4 of the Farmers Market Use Agreement is hereby amended to include the following additional text: Notwithstanding the foregoing, the annual three percent (3%) user fee increase shall not be imposed for 2024, and the annual fee will be \$1,229.88.

[Remainder of this page intentionally left blank]

In witness whereof of the parties have set their hands this 16th day of April, 2024.

Parkville Farmers' Market Association

By: Joyce McFarland, PFMA President

By: PFMA Manager

The City of Parkville, Missouri

By: Dean Katerndahl, Mayor

ATTEST

By: Melissa McChesney, City Clerk



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

CITY OF PARKVILLE Memorandum

Date: April 3, 2024

To: Community Land and Recreation Board

From: Tom Barnard

CC: Brittanie Propes

March Parks Activity Report:

The following Parks-related activities took place during March 2024:

- Park crew competed at State for MPRA Park Rodeo held in St. Louis, MO
- Rain event – closed Dog Park over the weekend.
- Electrical hum heard at Frank's on Main St. Electric contactor gone bad, part ordered.
- Air Fresheners / Batteries changed at ELP/PLP Restrooms
- Approximately 100 cubic yards of playground mulch added to the ELP Playgrounds
- Seasonal interviews initiated – ongoing
- Wetlands onsite progress meeting
- Spirit Fountain cleaned out in preparation for new pump install
- Picked up trash at PAC gathered by weekend volunteer group.
- Graded creek slopes and provided rock stabilization for washed out drainage area south of A-Truss
- Seeded area of Rush Creek bank.
- Brushcreek Tree over trail removed.
- Black vinyl coated fencing and safety barriers over Brushcreek spillway and wading bridge installed.
- Pump installed at Spirit Fountain/Depot.
- Repurposed retaining block loaded up and provided for By the Blade entry sign makeover.
- Mowing initiated. Depot area mowed.
- Ornamental grasses at Depot cut to encourage spring growth, clippings removed.
- Honeysuckle by train track on Alloe Creek removed.
- Caliper trees removed South Sullivan Twin Trail
- Hazardous tree removals by Urban Tree via MDC grant work completed ELP/PLP
- Tree piles removed for MDC grant savings.
- Adam's Park Honeysuckle removed.
- First seasonal hired – Brian Briones
- Ballfields groomed
- Restrooms cleaned & stocked- ongoing
- Dog stations stocked regularly.



March 2024 Work Report
Parkville Nature Sanctuary

Kristen Bontrager

Programming: Events and Volunteer workshop/ workday schedule posted on PNS kiosk, City website, and Facebook pages.

- Events: Earth Day and Arbor Day will be officially celebrated on April 22nd. Volunteers will assist in planting shrubs, trees, and native understory plants. Other volunteers will install tree protection cages, waterbags, and fill the water bags. We will also begin mulching the trail extension if time permits. Earth Day will be from 1:00 PM – 3:30 PM.
- Workdays/ workshops: invasive species removal workshop and workday (qualifier being workshop provides a segment for education) on 03/15/2024 with 9 attendees. Pollinator garden Spring clean-up workday on 03/22/2020 with 5 attendees. Two invasive species workdays on 03/29/2024 one from 11:00 AM – 1:00 PM and another from 3:30 PM – 5:00 PM

Trail Maintenance: Hazardous trees removed in Sullivan on 03/21/2024. No other significant updates.

FOPNS: Met in March. No updates.

Professional Development: Entered PNS prairie burn into the Missouri Prescribed Fire Council database. No other updates.

Grants: Platte County Citizen wrote an article of the Platte County Parks Outreach Grant applicants who were awarded grant funding. Our grant with Little Theater of Weston was approved for \$4,915 to go towards storage shed for programming materials and Haunted Trail décor. Once confirmation letter is received further updates can be provided.

Volunteer Hours:

Current Volunteer Hours PNS only:

Month	Hours this month	Total hours
January	12	12
February	48	60
March	58	118

2024 Events and Volunteer workdays

Events:

- **Week of February 14th, self-guided Valentine's Day scavenger hunt at PNS.**
- Earth Day & Arbor Day Celebration, April 22nd, 1:00 PM – 3:30 PM, install native understory plants at Sullivan Nature Sanctuary, install watering bags on newly installed trees from 2023 at Sullivan Nature Sanctuary.
- May Day celebration, May 1st meet at picnic tables and go on a gathering hike to make May Day baskets to take home. Donations welcomed, at PNS.
- Arbor Day (actual day is April 26th), May 4th, Bradford Pear Buyback program hosted by Deep Roots at Platte Landing Park. 10:00 AM – 1:00 PM or until inventory runs out.
- Frolic in the Forest, June 6th 9:30 AM – 11:00 AM, geared towards 4-6 year olds. Guided hike to collect acorns, leaves, and grasses followed by an art project (optional). Hands on nature learning through play. \$5 fee per child. Refundable if cancel within 14 days notice, non-refundable 13 days or less notice. Parents/guardians stay.
- PNS After Dark, June 8th, 7:30 PM – 9:30 PM. Geared toward adults but participants with kids won't be turned away. Meet at picnic tables and take an evening hike, end at Scout Shelter with a fire, at PNS. \$5 fee per registrant.
- PNS After Dark, Sept. 21st, 6:30 PM – 8:30 PM. Geared toward adults but participants with kids won't be turned away. Meet at picnic tables and take an evening hike, end at Scout Shelter with a fire, at PNS. \$5 fee per registrant.
- Pumpkin Carving, October 24th, 6:00 PM – 8:00 PM All ages welcome! Come turn pumpkins into jack-o-lanterns that will be used to create a magical jack-o-lantern trail on the night of Ghost Stories (Oct. 26th). After Ghost Stories you may take your jack-o-lantern home! At McKeon Stage in English Landing Park.
- Ghost Stories, October 26th 5:30 PM – 9:00 PM
- Winter Wonderland, December 14th – 16th. Self-guided luminary hike with holiday décor along the trails that lead to the Scout Shelter. Come to PNS with your family around 4:30 to take a whimsical hike with the trails gently aglow. At PNS.

Volunteer Workdays, workshops, and meetings:

- March 15th 3:30 PM – 5:00 PM, Learn how to identify and remove invasive Garlic Mustard, Bush Honeysuckle, and Privet. We will cover what invasive species are, why we care to remove them, and best practices to post removal. We will also learn the best practices for invasive species removal. We will distribute informational literature via email or paper for those who prefer paper. We will meet at the picnic tables and hike to the Scout Shelter to learn by a fire. The last first half of class is for the “classroom learning” the second half will be for field work. Must be 16 and up to participate. Held at PNS.
- March 22nd, 11:00 AM – 1:00 PM, Garlic Mustard removal work day led by Wayne Frazier. Learn how to identify and dispose of invasive Garlic Mustard. Must be 8 and up to participate. Held at PNS
- March 22nd, 3:30 PM – 5:00 PM, Learn how to clean-up a native plant pollinator garden for spring. We will identify all the nuisance plants and any native species that are coming up. We will learn why we leave the leaves, and leave plant stems up all winter. We will then pull all the weeds, re-mulch the path, and dig up the non-native shrubs. We will replace these later in the spring. Must be 12 and up to participate, light refreshments provided.
- March 29th, 11:00 AM – 1:00 PM, Garlic Mustard removal work day led by Wayne Frazier. Learn how to identify and dispose of invasive Garlic Mustard. Must be 8 and up to participate, parents must stay. Held at PNS
- March 29th, 3:30 PM – 5:00 PM, Quick refresh of invasive Bush honeysuckle and Privet followed by 1 hour of field work removing invasive species. Must be 16 and up to participate. Light refreshments provided. Held at PNS
- May 23rd, 11:00 AM – 1:00 PM, Garlic Mustard removal work day led by Wayne Frazier. Learn how to identify and dispose of invasive Garlic Mustard. Must be 8 and up to participate. Held at PNS
- May 23rd, 3:30 PM – 5:00 PM, Pollinator garden work day. We will identify and list all plants present, re-mulch path, pull all the weeds encroaching into garden, and install native shrubs to replace the non-native ones removed in March. Must be 12 and up to participate. Light refreshments provided. Held at PNS.
- May 31st, 11:00 AM – 1:00 PM, final Garlic Mustard removal work day of the year led by Wayne Frazier. Learn how to identify and dispose of invasive Garlic Mustard. Must be 8 and up to participate. Held at PNS
- June 2nd, 9:30 AM – 12:00 PM, Stream Team Water Quality Monitoring. We will measure the rate of flow of our stream, the turbidity of the water, sample the water to count the macroinvertebrates present, and learn how to collect data. Must be 10 and up to participate. Held at PNS.
- July 12th and 19th, July is Parks and Rec. Month! Join PNS staff for two special Science Fridays in PNS for Stream Team Volunteer Water Quality Monitoring. We will be getting into the stream. Suitable for all ages. Learn all about Stream Team, what macroinvertebrates are, collect samples of macroinvertebrates, how to collect data for official science usage, and how to test the rate of flow and describe stream habitat.
- August 17th 9:00 AM – 11:00 AM First Ghost Stories volunteer meeting! Refreshments and social from 9:00 AM – 9:45 AM. Meet as a group, assign leadership roles and split into groups. Discuss

needs and assign volunteers who want to fill those needs in each group. Last 15 minutes come back as a group and share ideas/ records roles. Held at Parkville City Hall (8880 Clark Ave. Parkville, MO 64152).

- August 29th, 8:00 AM – 10:00AM, Pollinator garden work day, identify and list all plants present. Collect any seed that is ready and document what will be ready for collection soon. Thin Milkweed if needed. Pull all encroaching nuisance plants and identify them. Light refreshments provided. Held at PNS.
- September 13th, 5:30 PM – 7:30 PM Ghost Stories planning meeting. Meet on site at PNS and walk trails as a group. Split into small groups and head to locations to discuss in detail what expectations the night of will be. Meet at Scout Shelter at 7:00 PM for a fire and refreshments while we record all ideas and plans. Held at PNS.
- September 19th, 5:00 PM – 7:30 PM, Ghost Stories planning meeting. Each leader of each small group share all new updates with entire group. Meeting at Scout shelter by a fire for entirety of event. Assign tasks not yet complete. Light refreshments provided. Held at PNS.
- September 27th, 3:00 PM – 7:00 PM Haunted Trail work day. Build the necessary sets and décor needed for haunted trail. Depending on weather held at either PNS or Parkville City Hall.
- October 10th, 3:00 PM – 7:00 PM Lil Goblins Hour work day. Build and prepare all games and activities for Lil goblins Hour. Depending on weather held at either PNS or Parkville City Hall.
- October 19th, 11:00 AM – 3:00 PM Ghost Stories meeting and work day. Volunteer potluck. Organize and get all things prepared for day of event. Go over any last minute details and décor needs. Trim all branches from trails and check trails for any hazards. Set-up lights at the Scout Shelter.
- October 23rd, set-up Scout shelter and s'mores station seating. Arrange straw bales and wood plants into benches. 10:00 AM – 12:00 PM at PNS. Coffee provided.
- October 24th all day long set-up and prepare for Pumpkin Carving. Begin cutting and gutting pumpkins at 1:30 PM. Event begins at 6:00 PM. Lunch and Dinner provided. At English Landing Park.
- October 25th all day long set-up from 7:00 AM – 7:00 PM for Ghost Stories. All of PNS will be closed so we can work freely. Volunteer leads to arrive not later than 9:00 AM. 7:00 PM – 9:00 PM social time by the s'mores pit fire. Bring your own beverage of choice.
- October 26th, 9:30 AM – 4:00 PM set-up. 4:00PM – 5:00PM we eat potluck style. Volunteers bring your favorite sharable dish or drink for us to have an hour of calm before the event begins. 5:30 PM – 9:30 PM Ghost Stories!!
- October 27th, 12:00 PM- 1:00 PM meet Scout troop on site for clean-up.
- December 14th, 10:00 AM – 1:00 PM set-up luminaries for Winter Wonderland self-guided luminary walk.



PARKS CIP UPDATE

April 10, 2014

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:

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.

New Updates

- Staff continued discussions with Missouri Department of Conversation 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.
- The USACE attended the November 21st meeting to present options for a water well and energy source. This presentation will be shared at the November 29th CLARB meeting.
- 500 Tons of bentonite has arrived on site. Workers are currently grading the surrounding area so it will slope (and drain) into the wetland ponds. The next steps will be to install the bentonite and then top soil to sustain the future vegetation.
- The South Wetland pool is completely finished. The USACE is still lining the north pool with bentonite. Once all of the bentonite is added to the pool, the USACE will grade Platte Landing Park to restore the construction area.
- The USACE will present an update and a vegetation plan for CLARB and the BOA at a joint work session on April 16th at 6pm.
- The windmill for the south well has been secured and will be delivered and installed this summer.

STATUS – IN PROGRESS.

2. Wetlands Educational Areas

- This scope of this project is to add stone slab benches and informational signage in the two pedestrian cul-de-sac areas of the Wetlands. This project was first started in 2020 but was later suspended when the water retention problem began.
- January 2, 2024: Staff met on site to determine the possible locations for (6) stone slab benches and (3) informational signs in each of the cul-de-sacs.
- Staff is currently obtaining quotes from multiple vendors for both items.
- Staff has ordered the frames for the informational kiosks and is currently working on the artwork and text for the signage.
- Staff has decided to put the stone bench order on hold for approximately (2) months, until the Corp of Engineers finishes up work on the site.

STATUS – IN PROGRESS

3. Pocket Park Improvements (This item will no longer be on this report beginning in May 2024)

- 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.
- Two small child-sized chairs have been ordered to supplement the seating on the upper deck.
- The two child-sized chairs have been assembled and installed.
- Touch-up painting will be completed as soon as weather permits.

STATUS – IN PROGRESS

4. 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.

5. Busch Drive Roundabout Improvements – from City’s Capital Improvement Program. (This item will no longer be on this report beginning in May 2024)

- 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.

6. Watkins Park Improvements (This item will no longer be on this report beginning in May 2024)

- 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.

7. 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.

8. Park Outreach Grant Application – Additional Trail Lighting (This item will no longer be on this report beginning in May 2024)

- 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

9. 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.
- 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.
- October 16, 2023: The City submitted for a new Platte County Partnership Grant in the amount of \$1M for a new Farmers Market structure. The previously awarded grant for the Platte Landing Park Recreation Fields was returned by the City.
- November 14, 2023: Staff will verbally present our grant application to the Platte County Partnership Grant Committee as a part of their approval process.
- Staff and BBN will return to the Board of Aldermen with updated renderings and cost estimate.
- The Platte County Parks Board voted to recommend the full amount of \$1,000,000 to the Farmers Market Project by a vote of 4-1. The Platte County Commissioners will now vote on the Partnership Grant applications on Monday, December 4th.
- December 4, 2023: The Platte County Parks Board formally awarded the City of Parkville the \$1M grant request.
- BBN is putting together a scope of work for the upcoming community outreach effort.
- April 2, 2024: The agreement with BBN for final design documents and construction documents was approved.
- April 30, 2024: BBN is seeking CLARB and BOA input at the joint work session on April 30th at 5:30pm. The Work Session will include a presentation of preliminary plans, discussion regarding the difference in price for a basic structure vs. a basic structure that has the ability

to add additional amenities in the future, BBN's opinion of the structure's anticipated life expectancy so the governing body can have a sense of how soon the potential enhancements would need to be implemented, and direction for BBN to move forward with design plans.

STATUS – IN PROGRESS.

10. Watkins Park Streambank Stabilization (This item will no longer be on this report beginning in May 2024)

- 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

11. 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.
- October 3, 2023: At Bid Opening, (2) bids were received. J. Richardson Construction was the low bidder.
- J. Richardson's contract has been approved by the Finance Committee and the Board of Aldermen. Staff is waiting for the Contractor's insurance documents.
- February 14, 2024: Construction has begun and should take approximately (4) weeks to complete.
- March 7, 2024: Work on first phase is complete with the exception of the utility attachments. Staff will be seeking quotes to replace the remainder of the gravel trail with concrete, adding a retaining wall behind the Pinecrest Monument and adding landscaping material.
- Staff has contracted with Missouri American Water to do the watermain tap-in for the new drinking fountain.
- Staff has requested quotes from three electrical companies for connection of the decorative light fixture to Evergy's pole.
- Staff is working on the landscape plan with input from CLARB and is seeking bids from local landscape companies.

STATUS – IN PROGRESS

12. A-Truss Bridge Sidewalk and PLP Dumpster Pad/Enclosure

- October 3, 2023: At Bid Opening, (5) bids were received. J. Richardson Construction was the low bidder.
- J. Richardson's contract has been approved by the Finance Committee and the Board of Aldermen. Staff is waiting for the Contractor's insurance documents.
- Anticipated start of construction is the week after Thanksgiving.
- Project was completed last month.

STATUS – COMPLETED

13. 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.
- November 1, 2023: (5) Master Planning proposals were received from consultants.
- November 9, 2023: The Selection Committee met to review the (5) proposals. The Committee narrowed the field down to (3) finalists. The Committee will set up a Question and Answer ZOOM meeting early in the week of November 13, 2023 with each of the remaining consultants to help with the selection of a finalist.
- November 29, 2023: Final consultant recommendation will be presented at the CLARB Meeting.
- December 19, 2023: The Selection of SWT was approved by the Board of Aldermen.
- January 29, 2023: Steering Committee Kick-off Meeting. SWT re-introduced their team members and discussed their master planning process, starting with community engagement. Staff and CLARB members identified what they hoped to get out of the Master Planning Process. Issues identified are traffic congestion, lack of parking, general growing pains. Next steps are assessing park inventory (walking the park with staff, identifying what works and what doesn't) and scheduling upcoming meetings.
- March 1, 2024: Staff met with members of SWT to review their master planning process and guide them on a tour of our existing parks and facilities. This is part of their first phase of Data Collection & Analysis. The next step under this initial phase is Community Profile/Market Assessment, followed by Community Engagement Meeting (a joint CLARB & BOA Meeting) scheduled for March 19, 2024.
- March 19, 2024: Staff, CLARB and the Board of Aldermen had a joint master planning work session. Members of SWT presented their master proposed planning process and associated timeline.
- SWT Design is scheduling small group committees and kick-off community events.
- The interactive website is being created and will go live following the first community engagement event.

STATUS – IN PROGRESS

14. 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.
- November 3, 2023: Construction began on new flooring and ramp. Construction duration is anticipated to last (2) weeks.
- Construction of the new flooring and ramp entrance was completed last month.
- January 4, 2024: Construction of new handrails for the ramp has begun. It is anticipated that fabrication and installation will take approximately (2) weeks.
- February 12, 2024: Fabrication and installation of the new ramp handrails has been delayed due to weather. The contractor has indicated that this work will be completed by the end of this month.
- March 7, 2024: Handrails have been installed.

STATUS – COMPLETE

15. 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.
- October 27, 2023: Team meeting to discuss team roles, budget and conceptual design concepts.
- SFS is revising the fee proposal to reflect a reduced scope of work at the new Spirit Fountain site.
- The Veteran’s Committee agreed on a conceptual design at the November 2nd Committee Meeting. The plans were shared with SFS to begin the design phase- after a new fee is proposed.
- March 26, 2024: Staff attended a Veteran’s Memorial meeting. It was decided that the first phase of the project would be to order and install the flagpoles, flags and flood lights.
- Staff is currently pursuing quotes for this work.

STATUS – IN PROGRESS

16. Bridge Improvements at So. Main Street and Rush Creek

- The scope of this project is to remove the existing concrete traffic/pedestrian separation barrier, thus allowing for two-way traffic, and build a separate pedestrian foot-bridge to be located immediately to the east.
- Staff is applying for an Outreach Grant from Platte County for this work. Submission deadline is January 19, 2024. Staff is also looking into other bridge improvement grant funding sources.
- Staff has reached out to one of our On-Call structural engineers, Garver, to provide us with an assessment of the existing bridge. This assessment will include current condition, determining maximum allowable loads, and costs of the improvements.
- Staff has submitted a grant application request in the amount of \$40,000, and will present our application in-person to Platte County on February 27, 2024.
- Grant decision still pending.
- **Platte County has awarded us a grant in the amount of \$40,000 as requested.**
- **Staff is studying who is are most qualified on-call consultant for this work.**

STATUS – IN PROGRESS

15. White Branch Creek Bank Stabilization Grant Application

- February 1, 2024: Staff met on site to discuss existing bank erosion and scope of remediation work. Grant application deadline is March 29, 2024.
- Staff has reached out to Platte County to discuss our proposed scope of work prior to submission of our grant application.
- Staff will be reaching out to one of our on-call Engineers for a fee proposal to design the stabilization work.
- March 6, 2024: Staff received fee proposals from GBA, OWN and VSM.
- March 7, 2034: Staff submitted a draft of the Grant application (for design work) to the Finance Committee for approval.
- **March 28, 2024: Staff submitted the grant application. It is anticipated that we will know their decision by mid-May of this year.**

STATUS – IN PROGRESS

15. Sullivan Nature Sanctuary Lookout Platform Renovation

- Staff is getting quotes for new guardrail and decking replacement.
- It is anticipated that this work would be completed by the end of April 2024.

STATUS – IN PROGRESS

**CITY OF PARKVILLE
Policy Report**

Date: April 9, 2024

Prepared By:
Brittanie Propes, Parks & Recreation Director

Reviewed By:

ISSUE:
Special Events

BACKGROUND:

BUDGET IMPACT:

ALTERNATIVES:

STAFF RECOMMENDATION:

POLICY:

SUGGESTED MOTION:

ATTACHMENTS:

1. Parkville Special Events 2024 Master List- April
2. Arbor Day Celebration

Event	Date	Type
Spring Break 5K10K	Friday, March 1, 2024	5K
Easter Bunny at Pocket Park	Saturday, March 23, 2024	Event
Rally in the Alley	Saturday, March 23, 2024	Event
Cruise Night	Saturday, April 6, 2024	Event
Electronic and Paper Recycling	Saturday, April 6, 2024	Event
Boy Scout Recruiting Event	Saturday, April 20, 2024	Event
Earth Day and Arbor Day Celebration	Monday, April 22, 2024	Event
Kansas City Symphony in the Park	Wednesday, April 24, 2024	Event
Parkville Microbrew Fest	Saturday, April 27, 2024	Festival
Women's Lawyer 5k	Saturday, May 4, 2024	5K
Callery Pear Buyback Program	Saturday, May 4, 2024	Program
Summer Concert Series at Pocket Park	Saturday, May 4, 2024	Event
Cruise Night	Saturday, May 4, 2024	Event
Northland Mothers Day 5K	Saturday, May 11, 2024	5K
Midwest Walk-Run-N-Roll	Saturday, May 18, 2024	5K
Memorial Day Carnival	Friday, May 24, 2024	Festival
Memorial Day Carnival	Saturday, May 25, 2024	Festival
Memorial Day Carnival	Sunday, May 26, 2024	Festival
Rolling on the River Bike Ride	Saturday, June 1, 2024	Bike Ride
Summer Concert Series at Pocket Park	Saturday, June 1, 2024	Event
Cruise Night	Saturday, June 1, 2024	Event
Banneker School Foundation Jazz Festival	Saturday, June 8, 2024	Event
Bodies Race: Hometown Half Marathon	Saturday, June 15, 2024	Half
Kansas City Symphony in the Park	Thursday, June 20, 2024	Event
Dani Beyer Summer Festival	Saturday, June 22, 2024	Festival
4th of July Parade and Festival	Thursday, July 4, 2024	Parade/Festival
Summer Concert Series at Pocket Park	Saturday, July 6, 2024	Event
Electronic and Paper Recycling	Saturday, August 3, 2024	Event
Cruise Night	Saturday, August 3, 2024	Event
Summer Concert Series at Pocket Park	Saturday, August 3, 2024	Event
Parkville Days	Friday, August 23, 2024	Festival
Parkville Days	Saturday, August 24, 2024	Festival
Parkville Days	Sunday, August 25, 2024	Festival
Path to Parenthood 5K	Saturday, September 7, 2024	5K
Fall Concert Series at Pocket Park	Saturday, September 7, 2024	Event
Cruise Night	Saturday, September 7, 2024	Event
Value Unconditional 5K	Saturday, September 21, 2024	5K
Park Hill Education Foundation 5K	Saturday, September 28, 2024	5K
Strawberry Swing Festival	Saturday, September 28, 2024	Event
Brett's Bands 5th Annual 5K for SUDEP Awareness	Saturday, October 5, 2024	5k
Fall Concert Series at Pocket Park	Saturday, October 5, 2024	Event
Cruise Night	Saturday, October 5, 2024	Event
Electronic and Paper Recycling	Saturday, October 5, 2024	Event
Ian Rainbow Flu Foundation 5K	Saturday, October 12, 2024	5K
Dani Beyer Pumpkin Patch	Saturday, October 19, 2024	Event
Pumpkin Carving	Thursday, October 24, 2024	Event
Creepy Crawl Main Street	Friday, October 25, 2024	Event
Strong Like Lisa 5K	Saturday, October 26, 2024	5K
Trick or Treat Main Street	Saturday, October 26, 2024	Event
Ghost Stories	Saturday, October 26, 2024	Event
Turkey Trot	Thursday, November 21, 2024	5K
Christmas on The River	Friday, December 6, 2024	Festival

Location
ELP
Pocket Park
Downtown Alley
Downtown Parking Lot
PLP
PLP
Sullivan Nature Sanctuary
ELP
ELP
ELP
PLP
Pocket Park
Downtown Parking Lot
ELP
ELP
Downtown Parking Lot
Downtown Parking Lot
Downtown Parking Lot
ELP
Pocket Park
Downtown Parking Lot
PLP
ELP
ELP
McKeon and Festival
ELP/Downtown
Pocket Park
PLP
Downtown Parking Lot
Pocket Park
ELP
ELP
ELP
ELP
Pocket Park
Downtown Parking Lot
ELP
ELP
Downtown Parking Lot
ELP
ELP
Downtown Parking Lot
PLP
ELP
McKeon and ELP
ELP
Pocket Park/Alley
ELP
Pocket Park
Parkville Nature Sanctuary
ELP
Downtown Parking Lot

Let's Plant Trees

CELEBRATE EARTH DAY AND ARBOR DAY
WITH PARKVILLE PARKS AND
RECREATION



DATE

- April 22nd 2024

TIME

- 1:00 PM - 3:30 PM

LOCATION

- Sullivan Nature Sanctuary

REGISTRATION

- Email Kristen at kbontrager@parkvillemo.gov

ACTIVITIES

- Planting trees along Rush Creek
- Planting native understory plants
- Install protective trunk guards on trees
- Install and fill watering bags
- Mulch trail



Parks & Recreation