



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#24-007)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, August 14, 2024 6:00 PM

City Hall Board Room

1. CALL TO ORDER

The meeting was called to order at 06:02 PM on August 14, 2024. Roll was called by Bonnie Buckmaster, Public Works Department Assistant.

Members present were:

Adam Zink
Steven Sturgess (*via videoconference*)
Dana Laiben
Amanda Blackwood
Mary Jane Kuehn
Jessica Holtz

Absent with prior notice were:

Michelle Flamm
Linda Arnold
Nate Askren

Phil Wassmer (Liaison)

A quorum of the Board was present.

Brittanie Propes, Parks & Recreation Director; Chris Ashley, Project Manager; Tom Barnard, Park Superintendent; and Bonnie Buckmaster, Public Works Assistant, were present on behalf of the City.

- A. Adam Zink
Linda Arnold
Michelle Flamm
Steven Sturgess
Dana Laiben
Amanda Blackwood
Nathan Askren
Mary Jane Kuehn
Jessica Holtz
Phillip Wassmer (Liaison)

2. CITIZEN INPUT

3. CONSENT AGENDA

- A. Approve the minutes for the July 10, 2024, regular meeting
ACTION: Jessica Holtz moved to approve the minutes for the July 10, 2024, regular meeting. Dana Laiben seconded.
RESULT: Motion Passed: 6-0.

4. NON-ACTION AGENDA

A. Quarterly Budget Presentation

Bryan Kidney, Deputy City Administrator/Finance Director, presented the Quarterly Budget.

Bryan said that the 2025 Budget process will begin soon. CLARB thanked Bryan for his presentation. The presentation is attached to the minutes.

B. Parks Maintenance Management Plan: Presented by Cassandra Messer with Missouri Department of Conservation

Brittanie Propes, Parks and Recreation Director, introduced Cassandra Messer with the Missouri Department of Conservation. Cassandra gave a presentation of a Parks Maintenance Management Plan for English Landing and Platte Landing Parks. The CLARB thanked Cassandra for the information.

The presentation is attached to the minutes including the list of plantings discussed.

C. Eagle Scout Project presentation with Aedan McBride

Brittanie Propes, Parks and Recreation Director, presented a slide show of Scout Aedan McBride's Eagle Scout project. The project would be a Gaga Ball Arena, which can be disassembled and moved to the appropriate location. A possible location would be between the playgrounds in English Landing Park. The cost break down was included in the CLARB packet. The Board liked the idea.

Aedan McBride with Troop 1495 of Gloria Day approached the CLARB and was thanked for his project.

5. ACTION AGENDA

A. Recommend an MOU with Main Street Parkville Association for Holiday Lights Display in English Landing Park

Brittanie Propes, Parks and Recreation Director, introduced Alisha Blackwelder, Executive Director of Main Street Parkville Association (MSPA), and Laura Hingey, owner of the Natural Accents Outdoor Lighting LLC. Laura presented the proposed large scale holiday lights display to be located in English Landing Park. MSPA is working with Creative Displays LLC and a local organization that wishes to grant a large donation to cover the costs of the displays. The display would kick off on December 5th, which coincides with Christmas on the River and would end after the New Year. The proposed holiday walk would be approximately a one-mile loop that would contain inflatable characters and many lighting displays, including lighted tunnels. MSPA has a storage plan in place. The city is requesting to enter into a Memorandum of Understanding for this free community event.

Discussion focused on the size of the tunnels and the inflatables. CLARB agreed that the inflatables would be a great addition for the first couple of years and then possibly could move toward more lighted displays in the future. Further discussions included the days and time that the display would be lit and the cost of the electrical usage. It was anticipated that the electrical fee would be \$500 with the display

running on Fridays and Saturdays. It was suggested to keep the inflatables inflated during the day and extend throughout the week, instead of just on the weekends for more enjoyment. The donation amount for this event is \$25,000 which may also cover the electrical usage.

Brittanie asked if CLARB would support using Parks Sales Tax funds to cover part of the electrical cost, which CLARB suggested that MSPA may consider splitting the fee; and there could potentially be other donation opportunities. Alisha will get an estimate for everyday electrical usage, and will send it to Brittanie to forward to CLARB.

ACTION: Jessica Holtz moved to recommend an MOU with Main Street Parkville Association for a Holiday Lights Display in English Landing Park. Amanda Blackwood seconded.

RESULT: Motion Passed: 6-0.

6. STAFF UPDATES ON ACTIVITIES

This information was included in the CLARB packet.

Liaison Philip Wassmer mentioned that there is a pipe in the wetlands that looks to be suspended near the rock wash that goes into wet pool that may freeze in the winter. Brittanie said that she would look into this

A. Parks Maintenance Updates

These updates were included in the CLARB packet.

B. Nature Sanctuary

The updates were included in the CLARB packet.

There were two animal-proof trash cans installed today.

C. Parks Capital Improvement Program

The updates were included in the CLARB packet.

D. Special Events

The Special Events list was included in the CLARB packet and are also listed on the City's website.

7. MISCELLANEOUS ITEMS FROM THE BOARD

Train Depot - Is still under review. The Steering Committee will review the proposals regarding the costs of the improvements and then will come back before CLARB for feedback.

Mary Jane asked about the rating system document that was included in the packet. Brittanie said that the Rating System document was an attachment under the Budget Update. The Rating System is a new tool that will be used to score Capital Improvement Projects. The Parks Department will not be using the rating system this year since the Master Plan will determine those project priorities. Other City Departments will begin using the new rating system as the 2025 budget is prepared.

8. ADJOURN

ACTION: Jessica Holtz moved to adjourn the regular meeting at 7:35 p.m. Dana Laiben seconded.

RESULT: Motion Passed: 6-0.

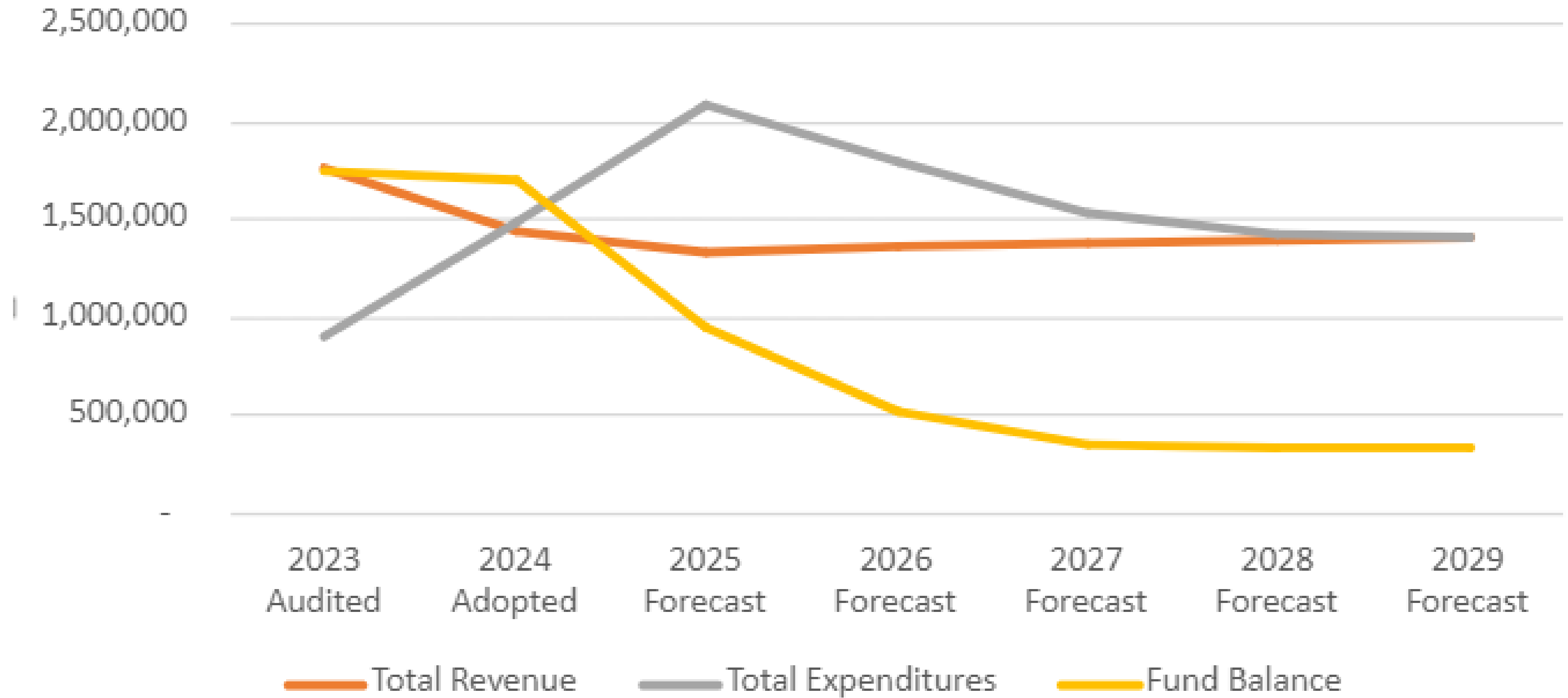
The minutes for August 14, 2024, having been read and considered by the Community Land and Recreation Board, were approved on the 11th day of September, 2024

Bonnie Buckmaster
Bonnie Buckmaster, Public Works Assistant

9/11/2024
Approval date

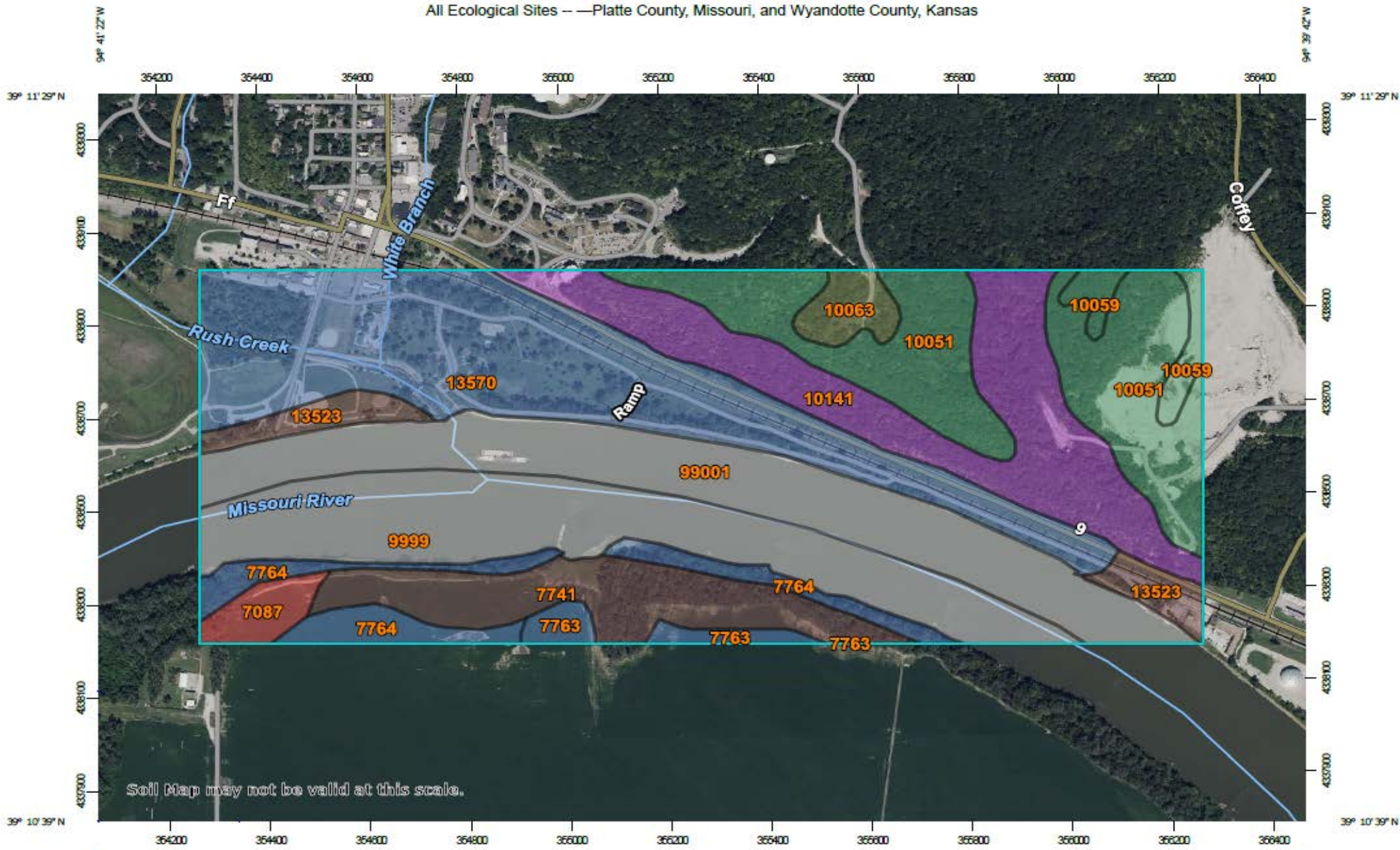
Parks Sales Tax Fund (41)									
31-Jul-24									
Revenues									
Category	2023 Audited	2024 Adopted	2024 Year to Date	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast	2029 Forecast	Percentage of Year
Taxes	\$ 952,254	975,000	586,388	\$ 1,048,000	\$ 1,058,000	\$ 1,069,000	\$ 1,080,000	\$ 1,091,000	60%
Program Revenue	34,616	37,000	34,376	37,700	38,400	39,100	39,800	40,500	93%
Other		-	76,340	-	-	-	-	-	
Grants/Donations	432,093	1,000	24,308	1,000	1,000	1,000	1,000	1,000	2431%
Transfers	350,000	426,000	248,500	255,955	264,000	272,000	280,000	288,000	58%
Total Revenues	1,768,963	1,439,000	969,912	1,342,655	1,361,400	1,381,100	1,400,800	1,420,500	67%
Expenditures									
Salary and Benefits Parks	452,949	771,000	306,882	794,000	818,000	843,000	868,000	894,000	40%
Salary and Benefits Nature	-	-	51,925	76,000	78,000	80,000	82,000	84,000	
Operating	173,034	228,000	86,067	253,000	261,000	269,000	277,000	285,000	38%
Capital	273,113	496,000	260,490	962,000	645,000	350,000	200,000	150,000	53%
Transfers Out	-	-	-	-	-	-	-	-	
Total Expenditures	899,096	1,495,000	705,364	2,085,000	1,802,000	1,542,000	1,427,000	1,413,000	
Increase (decrease)	869,867	(56,000)	264,548	(742,345)	(440,600)	(160,900)	(26,200)	7,500	
Beginning FB	887,084	1,756,951	1,756,951	1,700,951	958,606	518,006	357,106	330,906	
Ending FB	\$ 1,756,951	\$ 1,700,951	\$ 2,021,499	\$ 958,606	\$ 518,006	\$ 357,106	\$ 330,906	\$ 338,406	
Fund Balance % (of OPS)	281%	170%	454%	85%	45%	30%	27%	27%	

Parks and Recreation Forecast

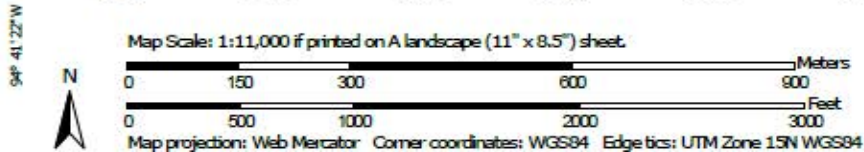


Attachment 2

ENGLISH AND PLATTE LANDING PARK CONSERVATION OPPORTUNITIES



Soil Map may not be valid at this scale.

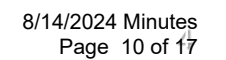


Map unit symbol	Map unit name	Component name (percent)	Ecological site	Acres in AOI	Percent of AOI
10051	Knox silt loam, 20 to 35 percent slopes, eroded	Knox (90%)	F107XB004MO — Deep Loess Protected Backslope Woodland	56.9	14.2%
			R107XB003MO — Deep Loess Exposed Backslope Savanna		
		Knox (10%)	F107XB004MO — Deep Loess Protected Backslope Woodland		
			R107XB003MO — Deep Loess Exposed Backslope Savanna		
10059	Knox silty clay loam, 14 to 20 percent slopes, severely eroded	Knox (100%)	F107XB004MO — Deep Loess Protected Backslope Woodland	5.8	1.5%
			R107XB003MO — Deep Loess Exposed Backslope Savanna		
10063	Knox silty clay loam, 9 to 14 percent slopes, severely eroded	Knox (100%)	R107XB002MO — Deep Loess Upland Prairie	6.1	1.5%
10141	Snead-Rock outcrop complex, 14 to 30 percent slopes	Snead (65%)	R109XY010MO — Interbedded Sedimentary Upland Savanna	52.3	13.1%
		Rock outcrop (20%)			
		Sampsel (5%)	R109XY010MO — Interbedded Sedimentary Upland Savanna		
		Armster, eroded (4%)	R109XY046MO — Till Upland Savanna		

Map unit symbol	Map unit name	Component name (percent)	Ecological site	Acres in AOI	Percent of AOI
		Chillicothe (4%)	R109XY002MO — Loess Upland Prairie		
		Kennebec, occasionally flooded (2%)	R109XY028MO — Loamy Upland Drainageway Savanna		
13523	Haynie silt loam, clayey substratum, 0 to 2 percent slopes, occasionally flooded	Haynie, clayey substratum (90%)	F107XB018MO — Loamy Floodplain Forest	11.1	2.8%
		Haynie, frequently flooded (5%)	F107XB015MO — Sandy/Loamy Floodplain Forest		
		Sarpy, frequently flooded (5%)	F107XB015MO — Sandy/Loamy Floodplain Forest		
13570	Parkville silty clay loam, 0 to 2 percent slopes, occasionally flooded	Parkville (85%)	F107XB017MO — Clayey Floodplain Forest	86.5	21.7%
		Haynie, occasionally flooded (5%)	F107XB018MO — Loamy Floodplain Forest		
		Parkville, frequently flooded (5%)	F107XB017MO — Clayey Floodplain Forest		
		Waldron, frequently flooded (5%)	F107XB017MO — Clayey Floodplain Forest		
99001	Water	Water (100%)		60.1	15.1%
Subtotals for Soil Survey Area				278.9	69.9%
Totals for Area of Interest				399.1	100.0%

Map unit symbol	Map unit name	Component name (percent)	Ecological site	Acres in AOI	Percent of AOI
7087	Sarpy-Haynie complex, occasionally flooded	Sarpy (55%)	F107XB015MO — Sandy/Loamy Floodplain Forest	5.9	1.5%
		Haynie (35%)	F107XB018MO — Loamy Floodplain Forest		
		Unnamed, minor component (9%)	F107XB015MO — Sandy/Loamy Floodplain Forest		
		Aquolls (1%)	R106XY065NE — Wet Subirrigated		
7741	Haynie silt loam, occasionally flooded	Haynie (90%)	F107XB018MO — Loamy Floodplain Forest	30.0	7.5%

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For English Landing Park during my site analysis. I saw room for improvement for wildlife habitat and flood control, erosion control.

1. I suggest keeping an unmowed area or native planting as far as you can along the stream corridors and river corridor. This helps maintain the stream in its banks and reduces erosion of the land surrounding the streams and waterways. Not only does it protect the soil along the stream, but it also helps to mitigate flooding issues. The turf grass that is currently in the park up to the streams, river, waterways, do not soak up any significant amount of water. The type of vegetation there currently is not much better of a water capture system than impervious surfaces. By having a native planting along the corridors, it will intake and keep much more water in the root systems, reducing the amount of runoff and flooding from the area.

2. On top of the waterway protection, I also notes several dead grass spots along the railroad side of the park and some had standing water weeks after a flooding event. Rain garden plantings would be wonderful here to assist with the use of that water in those spaces. You would have native vegetation that would be able to handle the flooding and be able to utilize it in their root systems making use of the standing water, instead of drowning the current vegetation.

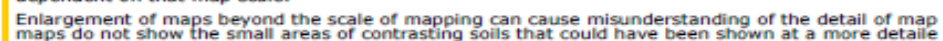
Here are some species that we think would be beneficial in either the rain garden area or the waterway plantings:

The species in **bold** are wet forest plants that are ideal for the soil and ecological site description. The other plants are ones that can be found in wet woodlands and other wetlands and have different needs for amount of sun and soil moisture but would work for rain garden type areas.

- **Buttonbush**, *Cephalanthus occidentalis*, white spherical flower blooms June-August, great pollinator plant, this is a shrub that can be large unless trimmed, [Cephalanthus occidentalis page \(missouriplants.com\)](#), available for purchase now
- **Jewelweed**, *Impatiens capensis*, orange flower blooms June-September, great hummingbird plant, [Impatiens capensis page \(missouriplants.com\)](#)
- **Monkey flower**, *Mimulus alatus*, light blue to pale purple flower bloom June-September, [Mimulus alatus page \(missouriplants.com\)](#), available for purchase now
- **Tickseed sunflower**, *Bidens aristosa*, yellow flower bloom August-October, [Bidens aristosa page \(missouriplants.com\)](#)
- **Butterweed**, *Packera glabella*, yellow flower blooms April-June, [Packera glabella page \(missouriplants.com\)](#)
- **American bugleweed**, *Lycopus americanus*, white flower blooms June-October, [Lycopus americanus page \(missouriplants.com\)](#)
- Cardinal flower, *Lobelia cardinalis*, red flower blooms July-October, must stay moist so plant in shade or mostly shade, great pollinator plant, [Lobelia cardinalis page \(missouriplants.com\)](#), available for purchase now
- Tall bellflower, *Campanula americana*, blue flower blooms July-September, [Campanula americana page \(missouriplants.com\)](#)
- Swamp milkweed, *Asclepias incarnata*, pink flower blooms June-August, great pollinator plant, must stay moist and receive some sun but not full sun all day, [Asclepias incarnata page \(missouriplants.com\)](#), available for purchase now
- False aster, *Boltonia asteroides*, white flower blooms July-October, [Boltonia asteroides page \(missouriplants.com\)](#)
- White turtlehead, *Chelone glabra*, white flower blooms July-October, good for bumble bees, [Chelone glabra page \(missouriplants.com\)](#), available for purchase now
- **Rose turtlehead**, *Chelone obliqua*, pink flower blooms August-October, good for bumble bees, [Chelone obliqua page \(missouriplants.com\)](#)
- **Green-stemmed Joe-Pye weed**, *Eutrochium purpureum*, pink flower blooms July-September, great pollinator plant, [Eutrochium purpureum page \(missouriplants.com\)](#)
- **Great blue lobelia**, *Lobelia siphilitica*, blue flower blooms August-October, needs mostly shade and perpetually moist, [Lobelia siphilitica page \(missouriplants.com\)](#), available for purchase now
- **Copper iris**, *Iris fulva*, orange or copper colored flower blooms April-June, [Iris fulva page \(missouriplants.com\)](#)
- Southern blue flag iris, *Iris virginica*, light violet to violet blue flower blooms May-July, [Iris virginica page \(missouriplants.com\)](#), available for purchase now
- **Mistflower**, *Conoclinium coelestinum*, purple to lilac flowers bloom August-October, [Conoclinium coelestinum page \(missouriplants.com\)](#), available for purchase now
- Common sneezeweed, *Helenium autumnale*, yellow flowers bloom August-November, [Helenium autumnale page \(missouriplants.com\)](#)
- **Dwarf St. John's-wort**, *Hypericum mutilum*, yellow flowers bloom July-October, [Hypericum mutilum page \(missouriplants.com\)](#)
- Bushy seedbox, *Ludwigia alternifolia*, yellow flower blooms June-August, [Ludwigia alternifolia page \(missouriplants.com\)](#), available for purchase now
- **Globe sedge**, *Carex grayii*, flowers May-October with attractive round spikes, [Carex grayi page \(missouriplants.com\)](#)
- **Hop-like sedge**, *Carex lupuliformis*, flowers May-July, [Hop-like Sedge \(Carex lupuliformis\) \(illinoiswildflowers.info\)](#)
- **Muskingum sedge**, *Carex muskinaumensis*, [Carex muskingumensis \(Muskingum Sedge\): Minnesota Wildflowers](#)

This list incorporates flowers of many different colors, plants of different structure and height, and different bloom times (though the majority bloom summer-fall) which will make for attractive plantings. Of course, you don't have to use all of these but I wanted to give you a decent list to choose from for different site requirements and availability of purchasing plants.

I'm not sure exactly how big of an area you have to work with, whether it was the whole footprint you sent or just smaller wetter portions. Keep in mind that these plants have different levels of sun needed so some will need to be in the shade while others can be in the sun part of the day. The ones that are currently available from Missouri Wildflowers Nursery are noted, other ones not currently available from them will be available in the spring most likely.



Platte Landing Park

Native Grass and Forb Establishment

Regarding the large landscape that has been untouched so far in Platte Landing Park, I suggest a pollinator/native planting. This will compliment the wetland by helping that piece of ground be a sponge for runoff and water, protecting Parkville from potential flooding issues in the future.

The key to a successful native grass and forb planting is site preparation before the planting. Tall fescue and brome grasses are considered to be undesirable species. Unfortunately, the landscape in Missouri has been overrun with these species. Following this timeline will be crucial for good site preparation and a successful planting.

Before planting of the native vegetation, the invasive species needs to be in control, most notably Johnson Grass. To control the Johnson Grass, it is important to treat it during its growing season and when it is anywhere from 12"-24" high. This treatment would occur in June typically but could potentially be moved into July as well. The best management practice is the use of Outrider, this chemical is able to kill not only the seed head but also the rhizome of the plant, which Glyphosate does not get.

There is area around the wetland that has previously been planted to a pollinator planting that does not need a complete restart. In these areas I suggest a brush hog in the fall and then a broadcast spraying of Outrider in June for the Johnson grass control. After the Johnson grass treatment, the following fall/winter I suggest a prescribed burn and potentially an overseeding into the burned area of more native seed mix. Keep that area mowed the year after and then start managing it as an established prairie, with a burn every 3-5 years and maintenance mowing in the late fall.

THANK YOU

Cassandra Messer

Private and Community Land
Conservationist

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