



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#24-09) Agenda
CITY OF PARKVILLE, MISSOURI
Wednesday, October 16, 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 September 11, 2024 regular meeting

3. ACTION AGENDA

- A. Tree Trimming and Hazardous Tree Removal at English Landing Park and Platte Landing Park

4. STAFF UPDATES ON ACTIVITIES

- A. Parks Maintenance Report
- B. Nature Sanctuary
- C. Parks Project Updates
- D. Special Events

5. MISCELLANEOUS ITEMS FROM THE BOARD

6. ADJOURN

Posted 10/15/2024 By: Bonnie
Date & 1:00 p.m. Buckmaster
Time:



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#24-008)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, September 11, 2024 6:00 PM

City Hall Board Room

1. CALL TO ORDER

The meeting was called to order at 6:00 p.m., on September 11, 2024. Roll was called by Bonnie Buckmaster, Public Works Department Assistant.

Members present were:

Adam Zink
Linda Arnold
Dana Laiben
Nate Askren - Arrived after 2A.
Amanda Blackwood - Arrived after 2A
Mary Jane Kuehn
Jessica Holtz

Absent with prior notice were:

Michelle Flamm
Steven Sturgess

Phil Wassmer (Liaison)

A quorum of the Board was present.

Brittanie Propes, Parks & Recreation Director; Tom Barnard, Parks Superintendent; Chris Ashley, Project Manager; 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. CONSENT AGENDA

- A. Approve the minutes for the August 14, 2024, regular meeting
ACTION: Dana Laiben moved to approve the Minutes for the August 14, 2024, Regular Meeting. Linda Arnold seconded.
RESULT: Motion Passed: 5-0.

Note: Nate Askren and Amanda Blackwood arrived after the approval of 2A.

3. ACTION AGENDA

- A. Recommend the Parks and Recreation Capital Improvement Program for the 2025 Budget.
Bryan Kidney, Deputy City Administrator/Finance Director, presented the Capital Improvement Program for the 2025 budget. These are projects and programs that are \$50,000 or more.

Discussion included whether the parking lot and landscaping should be included in the parks budget, which would be a topic to take to a Board of Aldermen meeting. CLARB appreciated being kept up to date on the budget.

The presentation is attached to the minutes.

ACTION: Linda Arnold moved to recommend the Board of Aldermen approve the 2025 Parks and Recreation Capital Improvement Program. Jessica Holtz seconded.

RESULT: Motion Passed: 7-0.

4. NON-ACTION AGENDA

- A. Sullivan Nature Sanctuary Maintenance Report
Brittanie Propes, Parks and Recreation Director, gave a presentation of the maintenance report for Sullivan Nature Sanctuary. Tom Barnard, Parks Superintendent, provided additional information on the removal of the invasive plantings. Parks staff are actively maintaining this area to take control of the invasive species and non-native species to do a conversion to native plantings. Brittanie showed several pictures of the before and after clearing of this area. There were also pictures of diseased trees that would need to be removed for trail safety.

Discussions included a suggestion of having volunteers help maintain this area and to provide training for them. It was also suggested to add a volunteer section on the city website to include volunteer opportunities. Brittanie shared the city website detailing volunteer opportunities that were listed under the Nature Sanctuary and will add this under the Parks section of the website as well.

- B. Platte Landing Park vehicular bridge and foot bridge design
Brittanie Propes, Parks and Recreation Director, gave an update on the project. McClure is now the current design consultant instead of the previous consultant due to costs. The survey is complete, and the next step is the soil borings. The estimated cost is \$37,000, the city received a grant of \$40,000.

5. STAFF UPDATES ON ACTIVITIES

The updates were included in the CLARB Packet.

- A. Parks Maintenance Updates
The updates were included in the CLARB Packet.
- B. Nature Sanctuary

The updates were included in the CLARB Packet.

C. Parks Project Updates

The updates were included in the CLARB Packet.

The Veterans Memorial Committee just approved additional work at the Memorial in the amount of up to \$30,000.

D. Special Events

The Special Events were included in the CLARB Packet and are listed on the City's website.

6. MISCELLANEOUS ITEMS FROM THE BOARD

There was a comment about the millings being stored in an area near the dog park parking lot. Brittanie will look into this.

Member Mary Jane Kuehn requested annual training for the CLARB. City Administrator Alexa Barton approached the Board and said that there has been training brought to the CLARB and recommended waiting until the Master Plan is completed before looking into more training opportunities.

Brittanie shared that she has been working on bringing an "Advisory Board Training" through UMKC that focuses on Good Governance training. Brittanie is also working with Bridging the Gap to host a Tree Keepers Course in Platte Landing Park.

Marcus Flores, Founder and Executive Director of the Parkville Living Center, approached CLARB and said that he was intrigued and excited by the direction that Parkville has been going, and has been a natural support for the overwhelmed institutions, and to continue the work as a community to make sure that people are aware that it takes involvement and support of the community. He also appreciated open meetings. The CLARB thanked Mr. Flores for his comments.

Chair Adam Zink asked to have park branded clothing for the community to purchase and for the CLARB members to wear. Brittanie would send options.

7. ADJOURN

ACTION: Jessica Holtz moved to adjourn the meeting at 7:19 p.m. Linda Arnold seconded.

RESULT: Motion Passed: 7-0.

The minutes for September 11, 2024, having been read and considered by the Community Land and Recreation Board, were approved on the 16th day of October 2024.

Bonnie Buckmaster, Public Works Assistant

Approval date



**City of Parkville, Missouri
Parks Sales Tax Fund (41)
31-Aug-24**

| Revenues | 2023 Audited | 2024 Adopted | 2024 Year to Date | 2024 estimate | 2025 Forecast | 2026 Forecast | 2027 Forecast | 2028 Forecast | 2029 Forecast |
|---------------------------|---------------------|---------------------|---------------------|---------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Taxes | \$ 952,254 | 975,000 | 685,090 | 1,038,000 | \$ 1,048,000 | \$ 1,058,000 | \$ 1,069,000 | \$ 1,080,000 | \$ 1,091,000 |
| Program Revenue | 34,614 | 37,000 | 38,111 | 37,000 | 37,700 | 38,400 | 39,100 | 39,800 | 40,500 |
| Other | | | 76,340 | 76,340 | | | | | |
| Grants/Donations | 432,093 | 1,000 | 24,308 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 |
| Transfers | 350,000 | 426,000 | 284,000 | 426,000 | 439,000 | 452,000 | 466,000 | 480,000 | 494,000 |
| Total Revenues | 1,768,963 | 1,439,000 | 1,107,849 | 1,578,340 | 1,525,700 | 1,549,400 | 1,575,100 | 1,600,800 | 1,626,500 |
| Expenditures | | | | | | | | | |
| Salary and Benefits Parks | 452,949 | 771,000 | 428,272 | 771,000 | 870,000 | 896,000 | 923,000 | 951,000 | 980,000 |
| Operating | 173,034 | 228,000 | 125,378 | 228,000 | 350,000 | 361,000 | 372,000 | 383,000 | 394,000 |
| Capital | 273,113 | 496,000 | 310,120 | 496,000 | 1,370,000 | 450,000 | 425,000 | 350,000 | 350,000 |
| Transfers Out | | | | | | | | | |
| Total Expenditures | 899,096 | 1,495,000 | 863,770 | 1,495,000 | 2,590,000 | 1,707,000 | 1,720,000 | 1,684,000 | 1,724,000 |
| Increase (decrease) | 869,867 | (56,000) | 244,079 | 83,340 | (1,064,300) | (157,600) | (144,900) | (83,200) | (97,500) |
| Beginning FB | 887,084 | 1,756,951 | 1,756,951 | 1,756,951 | 1,840,291 | 775,991 | 618,391 | 473,491 | 390,291 |
| Ending FB | \$ 1,756,951 | \$ 1,700,951 | \$ 2,001,030 | \$ 1,840,291 | \$ 775,991 | \$ 618,391 | \$ 473,491 | \$ 390,291 | \$ 292,791 |
| Fund Balance % (of OPI) | 281% | 170% | 361% | | 64% | 40% | 37% | 28% | 21% |

| Name | Total Cost | Grant/Other | 2025 | 2026 | 2027 | 2028 | 2029 |
|---|-------------|-------------|---------|---------|---------|---------|---------|
| Parks Sales Tax Fund | | | | | | | |
| PK2402 Farmers Market (in progress) | \$1,870,000 | 1,350,000 | 520,000 | 0 | 0 | 0 | 0 |
| Parks | | | | | | | |
| Item Score/Strategic Plan Score | | | 5 | | | | |
| Parks and Recreation | | | 5 | | | | |
| PK2405 Annual Park Beautification and Maintenance | \$250,000 | 0 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| Parks | | | | | | | |
| Item Score/Strategic Plan Score | | | 4 | | | | |
| Parks and Recreation | | | 5 | | | | |
| PK2407 English Landing Park Scenic Viewing Area Event Space | \$50,000 | 0 | 50,000 | 0 | 0 | 0 | 0 |
| Parks | | | | | | | |
| Item Score/Strategic Plan Score | | | 4 | | | | |
| Parks and Recreation | | | 3 | | | | |
| PK2501 Master Plan Priority Project (s) | \$1,250,000 | 0 | 250,000 | 250,000 | 250,000 | 250,000 | 250,000 |
| Parks | | | | | | | |
| Item Score/Strategic Plan Score | | | 5 | | | | |
| Parks and Recreation | | | 5 | | | | |

| Name | Total Cost | Grant/Other | 2025 | 2026 | 2027 | 2028 | 2029 |
|---|------------|-------------|---------|---------|--------|--------|--------|
| Parks Sales Tax Fund | | | | | | | |
| PK2502 Conservation Land Management | \$250,000 | 0 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| Parks | | | | | | | |
| Item Score/Strategic Plan Score | | | 5 | | | | |
| Parks and Recreation | | | 5 | | | | |
| PK2502 English Landing Park entrance Streetscape | \$350,000 | 0 | 350,000 | 0 | 0 | 0 | 0 |
| Parks | | | | | | | |
| Item Score/Strategic Plan Score | | | 4 | | | | |
| Parks and Recreation | | | 4 | | | | |
| PK2703 English Landing Park Stream bank Stabilization (in progress) | \$400,000 | 200,000 | 100,000 | 100,000 | | | 0 |
| Parks | | | | | | | |
| Item Score/Strategic Plan Score | | | 5 | | | | |
| Parks and Recreation | | | 4 | | | | |
| PK2802 Parks Maintenance Building Improvements and Storage | \$75,000 | 0 | 0 | 0 | 75,000 | 0 | 0 |
| Parks | | | | | | | |
| Item Score/Strategic Plan Score | | | 3 | | | | |
| Parks and Recreation | | | 3 | | | | |

| Name | Total Cost | Grant/Other | 2025 | 2026 | 2027 | 2028 | 2029 |
|-----------------------------------|--------------------|--------------------|--------------------|------------------|------------------|------------------|------------------|
| Parks Sales Tax Fund | | | | | | | |
| Total Parks Sales Tax Fund | \$4,495,000 | \$1,550,000 | \$1,370,000 | \$450,000 | \$425,000 | \$350,000 | \$350,000 |

City of Parkville, Missouri
Parkville Nature Sanctuary (60) 2024 Adopted Budget
31-Aug-24

| Revenues | | | | | | | | |
|-----------------------|---------------|---------------|--------------|--------------|---------------|---------------|---------------|---------------|
| Category | 2023 Audited | 2024 Adopted | 2024 YTD | 2024 Est | 2025 Forecast | 2026 Forecast | 2027 Forecast | 2028 Forecast |
| Program Revenue | | \$ 5,500 | \$ 330 | \$ 1,000 | \$ 1,000 | \$ - | \$ - | \$ - |
| Donations/Grants | 8,141 | 4,500 | 909 | 1,000 | 1,000 | - | - | - |
| Transfers | 63,000 | - | - | - | - | - | - | - |
| Total Revenues | 71,141 | 10,000 | 1,239 | 2,000 | 2,000 | - | - | - |

| Expenditures | | | | | | | | |
|---------------------------|-------------------|------------------|-------------------|-------------------|------------------|---------------|---------------|---------------|
| Category | 2023 Audited | 2024 Adopted | 2024 YTD | 2024 Est | 2025 Forecast | 2026 Forecast | 2027 Forecast | 2028 Forecast |
| Salary and Benefits | 85,724 | - | - | - | - | - | - | - |
| Operating | 17,298 | 26,000 | 19,084 | 26,000 | - | - | - | - |
| Equipment | - | - | - | - | - | - | - | - |
| Capital | - | 46,000 | 3,380 | 10,000 | 100,000 | 99,132 | - | - |
| Total Expenditures | 103,022 | 72,000 | 22,464 | 36,000 | 100,000 | 99,132 | - | - |
| Increase (decrease) | (31,881) | (62,000) | (21,225) | (34,000) | (98,000) | (99,132) | - | - |
| Beginning FB | 263,013 | 154,813 | 231,132 | 231,132 | 197,132 | 99,132 | - | - |
| Ending FB | \$ 231,132 | \$ 92,813 | \$ 209,907 | \$ 197,132 | \$ 99,132 | \$ 0 | \$ - | \$ - |

2025-2029 CIP by Funding

| Name | Total Cost | Grant/Other | 2025 | 2026 | 2027 | 2028 | 2029 |
|--|------------------|-------------|------------------|------------------|------------|------------|------------|
| Parks Nature Sanctuary Fund | | | | | | | |
| NS2601 Trail Upgrades | \$200,000 | 0 | 100,000 | 100,000 | 0 | 0 | 0 |
| Nature Sanctuary | | | | | | | |
| Item Score/Strategic Plan Score | | | 5 | | | | |
| Parks and Recreation | | | 4 | | | | |
| Total Parks Nature Sanctuary Fund | \$200,000 | \$0 | \$100,000 | \$100,000 | \$0 | \$0 | \$0 |

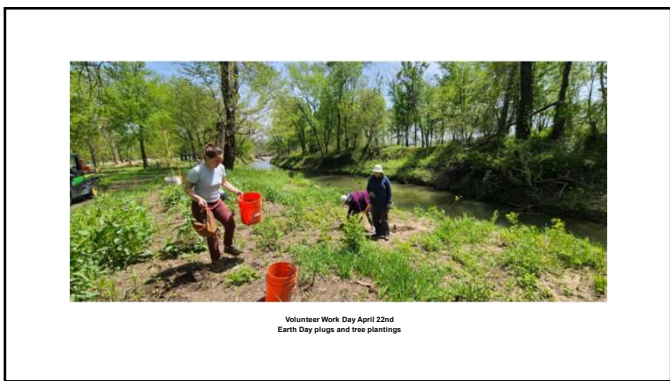
City of Parkville, Missouri
Use Tax Fund (48) 2025 Adopted Budget
31-Aug-24

| Revenues | | | | | | | | |
|-----------------------|--------------|----------------|-------------------|----------------|----------------|------------------|------------------|------------------|
| Category | 2023 Audited | 2024 Adopted | 2024 Year to Date | 2024 Revised | 2025 Budget | 2026 Forecast | 2027 Forecast | 2028 Forecast |
| Taxes | \$ - | \$ 350,000 | \$ 505,465 | \$ 985,465 | \$ 995,000 | \$ 1,005,000 | \$ 1,015,000 | \$ 1,025,000 |
| Other | - | - | - | - | - | - | - | - |
| Total Revenues | - | 350,000 | 505,465 | 985,465 | 995,000 | 1,005,000 | 1,015,000 | 1,025,000 |

| Expenditures | | | | | | | | |
|----------------------------------|--------------|-------------------|-------------------|-------------------|-------------------|--------------------|-------------------|-------------------|
| Category | 2023 Audited | 2024 Adopted | 2024 Year to Date | 2024 Revised | 2025 Budget | 2026 Forecast | 2027 Forecast | 2028 Forecast |
| Park Trail Maintenance & Capital | - | 70,000 | - | 70,000 | 350,000 | 200,000 | 210,000 | 215,000 |
| Street Capital | - | 204,805 | - | 204,805 | 1,000,000 | 834,000 | 500,000 | 700,000 |
| Street Maintenance | - | 56,000 | - | 56,000 | 250,000 | 150,000 | 160,000 | 170,000 |
| Total Expenditures | - | 230,805 | - | 230,805 | 1,500,000 | 1,184,000 | 870,000 | 1,085,000 |
| Increase (decrease) | - | 119,195 | 505,465 | 754,660 | (505,000) | (179,000) | 145,000 | (60,000) |
| Beginning FB | - | - | - | - | 654,660 | 149,660 | (29,340) | 115,660 |
| Ending FB | \$ - | \$ 119,195 | \$ 505,465 | \$ 654,660 | \$ 149,660 | \$ (29,340) | \$ 115,660 | \$ 205,660 |
| Fund Balance % (of CIP) | 0% | 15% | #DIV/0! | 20% | 20% | -8% | 31% | 14% |

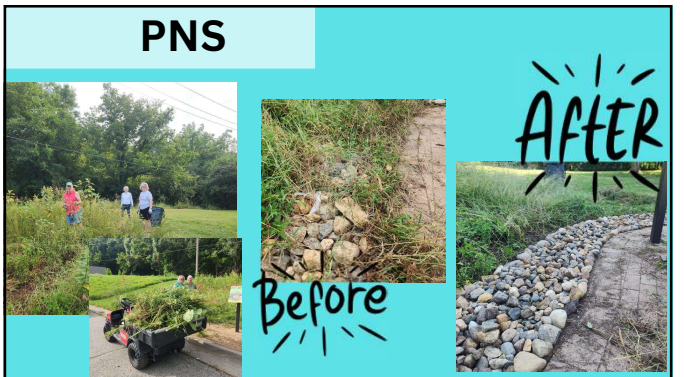
Use Tax Fund

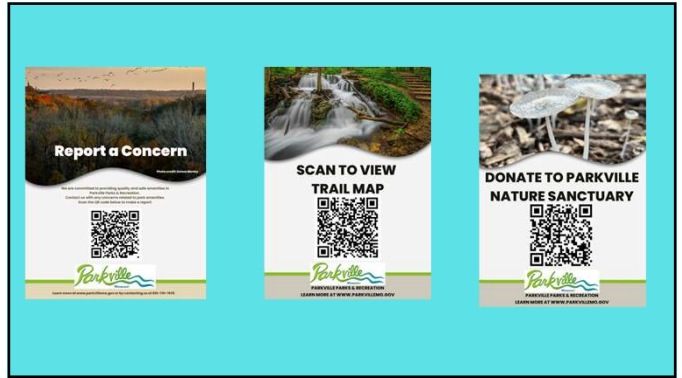
| Name | Total Cost | Grant/Other | 2025 | 2026 | 2027 | 2028 | 2029 |
|---------------------------------|------------------|-------------|------------------|------------------|------------------|------------------|------------------|
| PK2503 Park Trails Program | \$975,000 | 0 | 250,000 | 150,000 | 175,000 | 200,000 | 200,000 |
| Parks | | | | | | | |
| Item Score/Strategic Plan Score | | | 5 | | | | |
| Parks and Recreation | | | 5 | | | | |
| Total Use Tax Fund | \$975,000 | \$0 | \$250,000 | \$150,000 | \$175,000 | \$200,000 | \$200,000 |





Johnson Grass was bordering the Sanctuary





ADA Parking Upgrades


Veteran's Memorial



- Contract was awarded to Flagsource Unlimited for the purchase and installation of the flag poles and the flags
- Electrical contracts are still being reviewed
 - Electrical work consists of lighting the individual flags
 - Electrical meters will be set up separate from the Train Depot
- **Flag installation is complete**
- Electrical contract awarded and anticipated to start soon
- Tentative Ribbon Cutting on Veterans Day, **November 8, 2024**
- Veterans Committee gave staff permission to proceed with additional work up to \$30k

Farmers Market

- BBN Architecture is preparing the final construction documents
- Waiting on topographical survey from R.L. Buford
- Staff plans to meet with BBN Architecture next week for a 95% construction document review
- **BOA/CLARB Joint Work Session scheduled for Tuesday, August 20th at 5pm to review construction documents**
- Once constructions documents are approved, the project will go to bid



Customer shopping at Farmers Market



Wetlands

Brush Creek Trail Extension



McAfee Pump Replacement



Repairs at Dog Park



Fall Events

- September 14 Healing Strides 5K
- September 14 Premium Waters Company Picnic
- September 15 River Park Church Service at ELP
- September 22 Seize the Day 5K
- September 27 St Vincent De Paul Celebration at ELP
- September 28 Strawberry Swing In ELP
- September 29 River Park Church Service in ELP
- October 1 Kansas City Symphony in the Park
- October 5 Brett's Bands 5th Annual 5k
- October 5 Cruise Night



**CITY OF PARKVILLE
Policy Report**

Date: October 2, 2024

Prepared By:
Brittanie Propes, Parks & Recreation Director

Reviewed By:

ISSUE:

Tree Trimming and Hazardous Tree Removal at English Landing Park and Platte Landing Park

BACKGROUND:

Urban Tree Specialists is the City's certified on-call arborist. They work directly with City staff to identify hazardous trees in various areas of the City. Urban Tree Specialist reviewed the trees in English Landing Park for dangerous, diseased and hazardous tree removal. A full report of their recommendations is attached in this policy report.

BUDGET IMPACT:

Each year, as part of the Tree City USA requirements, the City must spend \$2 per capita on urban forestry. This includes tree trimming, removal, and planting. To assist with the cost of maintaining trees in Parkville parks, staff applied for the Missouri Department of Conservation cost share grant. The city received multiple MDC grants for a total of \$28,000 for tree maintenance in 2024. City staff also applied for the CommuniTree Grant and ForestReleaf program to fund the purchase of new trees and shrubs. Tree trimming, removal, and new tree planting is part of the regular maintenance of parkville parks and nature sanctuaries. There is money budgeted in the 2024 parks budget for the remaining tree trimming and tree removal expenses.

ALTERNATIVES:

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

STAFF RECOMMENDATION:

Staff recommends approving the recommended tree trimming and hazardous tree removal at Platte Landing Park and English Park.

POLICY:

Per Parkville Municipal Code Chapter 150, CLARB acts in an advisory capacity to the Board of Aldermen. Its recommendations must be approved by the Board of Aldermen.

SUGGESTED MOTION:

I move to approve the trimming and removal of the identified hazardous trees at Platte Landing Park and English Landing Park for a total of \$11,300.

ATTACHMENTS:

1. English Landing Park 2024 tree work 2 (1)



Parkville Parks and Recreation
 Tom Barnard
 8880 Clark Ave
 Parkville, MO 64152

Proposal Date: 8/22/2024
Work Site: English Landing Park
 Parkville, MO 64152
Proposed By: Bret Cleveland
Ad Source: City License
Work: 816-587-2593
Mobile: 816-215-4047

| Qty | Plant | Location | Cost |
|-----|----------------|--|------------|
| 1 | Cottonwood | 5195 by bathrooms -- Remove deadwood 3 inch and greater | \$1,000.00 |
| 1 | Cottonwood | 5205 North of intersection of McAfee Dr and Busch St -- Remove deadwood 3 inch and greater | \$1,200.00 |
| 1 | Cottonwood | 5185 SW corner of intersection -- Remove deadwood 3 inch and greater | \$1,000.00 |
| 1 | Cottonwood | 5182 SW of intersection by driveway to 1st shelter -- Remove deadwood 3 inch and greater | \$1,000.00 |
| 1 | Cottonwood | 5277 SE of intersection -- Remove deadwood 3 inch and greater | \$1,100.00 |
| 3 | Maple (Silver) | Tree #s 5138, 5139, 5140 -- Severely declining SW of stage closer to creek -- Remove to ground level and remove all debris (5138 = \$900, 5139 = \$600, 5140 = \$1100) | \$2,600.00 |
| 1 | Cottonwood | 5322 by Burns Bench -- Remove deadwood 2 inch and greater over bench | \$250.00 |
| 1 | Cottonwood | 5323 by Burns and Dixon bench -- Remove deadwood 2 inch and greater over bench/trail - Crown raise from light | \$350.00 |
| 1 | Cottonwood | 5478 by Fox Bench past mid-point -- Remove deadwood 2 inch and greater throughout over bench and toward trail | \$600.00 |
| 1 | Maple (Silver) | 5544 by Campbell bench -- XL decayed and split tree -- Remove to ground level and remove all debris | \$2,200.00 |

Subtotal: \$11,300.00

Tax: \$0.00

Total: \$11,300.00





Terms and Conditions

- It is agreed by and between Urban Tree Specialists LLC and the authorizing party (customer and/or customer's agent) that the following provisions are made as part of this contract:

- **Insurance by Contractor:** Urban Tree Specialists LLC warrants that it is insured for liability resulting from injury to person(s) or property and that all employees are covered by Workers' Compensation as required by law. Certificates of coverage are available upon request.

- **Cancellation Fee:** Urban Tree Specialists LLC kindly requests that the authorizing party provide at least 24 hours advance notice of any full or partial work cancellation. If a crew has been dispatched to the job site, the customer will be assessed a mobilization fee of \$150.00 for incurred expenses.

- **Completion of Contract:** Urban Tree Specialists LLC agrees to do its best to meet any agreed upon performance dates, but shall not be liable in damages or otherwise for delays because of inclement weather, labor, or any other cause beyond its control; nor shall the customer be relieved of compensation for delays.

- **Tree Ownership:** The authorizing party warrants that all trees listed are located on the customer's property, and, if not, that the authorizing party has received full permission from the owner to allow Urban Tree Specialists LLC to perform the specified work. Should any tree be mistakenly identified as to ownership, the customer agrees to indemnify Urban Tree Specialists LLC for any damages or costs incurred from the result thereof.

- **Safety:** Urban Tree Specialists LLC warrants that all arboricultural operations will follow the latest version of the ANSI Z133.1 Tree Care industry safety standards. The authorizing party agrees to not enter the work area during arboricultural operations unless authorized by the crew leader on-site.

- **All Work to Conform to ANSI A300 Tree Care Management Standards for the arboricultural Industry unless otherwise specified in this proposal.**

- **Stump Removal:** Unless specified in the proposal, stump removal is not included in the price quoted. Grindings from stump removal will be removed to approximately soil grade unless specified otherwise. Surface and subsurface roots beyond the stump are not removed unless specified in this proposal. Urban Tree Specialists LLC is not responsible for damages to underground sprinklers, drain lines, invisible fences or underground cables unless the system(s) are adequately and accurately mapped by the authorizing party and a copy is presented before or at the time the work is performed.

- **Concealed Contingencies:** Any additional work or equipment required to complete the work, caused by the authorizing party's failure to make known or caused by previously unknown foreign material in the trunk, the branches, underground, or any other condition not apparent in estimating the work specified, shall be paid for by the customer on a time and material basis.

- **Clean-up:** Clean-up shall include removing wood, brush, and clippings, and raking of the entire area affected by the specified work, unless noted otherwise on this proposal.

- **Pavement and Hardscapes:** Urban Tree Specialists LLC will do our best to avoid all damage to the customer's driveway(s), sidewalk(s), patio(s) and all other hardscaped areas, should any pavement or hardscape be damaged in any way, the customer agrees to indemnify Urban Tree Specialists LLC for any damages or costs incurred from the results thereof.

- **Lawn Repair:** Urban Tree Specialists LLC will attempt to minimize all disturbances to the customer's lawn. Lawn repairs are not included in the contract price, unless noted otherwise on this proposal.

- **Terms of Payment:** Unless otherwise noted in this proposal, the customer agrees to pay the account in full within 30 days of work completion. Failure to remit full payment within the payment term will result in a finance charge of 2.00% per month. Credit card payments will be assessed a 3% processing fee. Debit cards and ACH (Echeck) will not be assessed any fee(s).

- **Returned Check Fee:** There will be a \$100.00 fee charged for all checks returned to our office for non-sufficient funds



816.214.8327 • www.urbantreekc.com • PO Box 901422 • Kansas City, MO 64190

Monthly Activity Report



| | |
|-----------------------|--|
| Reporting Date | September 2024 |
| Project Report | Parks Maintenance Report |
| Meeting | October 16, 2024 Community Land and Recreation Board Meeting |
| Reviewed By | Brittanie Propes, Parks and Recreation Director |
| Prepared By | Tom Barnard , Parks Superintendent |

Summary

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

- ELP Lamp post light out – replaced
- Grigsby Field warning track maintenance & weed removal performed
- Rush Creek bank weeds cut
- Cruise Night – set up, cones, barricades staged
- Farmers Market- Set up, cones, barricades staged weekly
- Ball Field 1 Seeded and Fertilized
- PNS – Augered holes for tree plantings
- PNS – Removed benches for replacement
- PNS – wood purchase for replacements
- Tree pruning initiated
- Tree plantings initiated
- Watered hydroseeding at Gateway Park
- Parkville Entry Sign – feed and seed
- Parkville Entry Sign – Johnson grass treated along the roadside
- Toilet Paper Dispenser damaged in ELP bathroom – replacement ordered and repaired.
- Bicycle Yield sign replaced behind Grigsby Field
- ADA Signs in English Landing Park Parking lot re-centered and erected after new markings/alignment
- Controlled brush pile burn at Platte Landing Park
- Trees / Plants water schedule re-stated. MWF Dry/Hot conditions
- Vine and invasive removals - ongoing
- Hustler mower repair ongoing, parts back ordered
- Ball Fields groomed weekly

- Right of Way Mowing, English Landing Park, Platte Landing Park, and Small Parks mowed as needed with drought conditions.
- Restrooms cleaned & stocked- ongoing/ air freshener batteries replaced.
- Dog stations stocked regularly.

Monthly Activity Report



| | |
|-----------------------|--|
| Reporting Date | September 2024 |
| Project Report | Parkville Nature Sanctuary Report |
| Meeting | October 16, 2024 Community Land and Recreation Board Meeting |
| Reviewed By | Brittanie Propes, Parks and Recreation Director |
| Prepared By | Brittanie Propes, Parks and Recreation Director |

Summary

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

- Set up booth with FOPNS at the YMCA Block Party
- Set up booth at union Chapel Career on Wheels Day with PNS Volunteer
- Continued meetings with PNS Volunteer to plan Little Goblins Hours
- Continued meetings with Little Theater of Weston for planning Ghost Stories Haunted Trail
- Coordinated with Streets Department for Assistance with Ghost Stories

Trail Maintenance:

- Repaired entryway sign
- Met with Taylor Neff and Cassandra Messer to check on the vegetation at Sullivan Nature Sanctuary
- Sprayed signs for ant- significant ant damage
- Wayne and Brittanie observed fallen trees near White Tail Trail and determined the wildlife disturbance to remove the trees outweighed the benefit of removing the trees. The trees will remain as is.

FOPNS:

- Participating in Ghost Stories
 - Dan will assist with S'mores, Pat will assist with Cabin Decor, and other members will oversee the entrance table and donation collections

Volunteer Hours:

- Pollinator Garden Work Day (let by Pat)

- Ghost Stories Planning Meetings
- FOPNS Meeting
- Weekend Restroom check-ins
- Dog Patrol (to keep dogs out of PNS)
- Assisting Wayne with moving and repairing Memorial Benches
- Trash clean-up

Parkville Nature Sanctuary Volunteer Hours

| Month | Hours | Total Hours YTD |
|-----------|-------|-----------------|
| January | 12 | 12 |
| February | 48 | 60 |
| March | 58 | 118 |
| April | 113 | 231 |
| May | 97 | 328 |
| June | 42 | 370 |
| July | 109 | 479 |
| August | 22 | 501 |
| September | 54.5 | 555.50 |

Monthly Activity Report



| | |
|-----------------------|--|
| Reporting Date | September 2024 |
| Project Report | Parks Capital Improvement Project Report |
| Meeting | October 16, 2024 Community Land and Recreation Board Meeting |
| Reviewed By | Brittanie Propes, Parks and Recreation Director |
| Prepared By | Chris Ashley, Project Manager |

Project Updates

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 in previous packets

Updates

- Staff continued discussions with Missouri Department of Conservation to determine next steps. Staff had a site visit with MDC in early November.
- In January staff met with the Army Corps of Engineers to begin discussions about how we can move forward with repairs for the Wetlands.
- Staff received the new appraisal for Platte Landing Park.
- *Site visited with USACE at the end of April. This was the first step in discussing plans for the Wetland Reset/Liner Installation.*
- Conversations have continued with USACE to determine local soil that is available from developers that may be used for the clay liner. USACE has been conducting soil testing on development sites
- On July 5, 2023 USACE soil engineers began sampling areas near the Wetlands and areas in Platte Landing Park to test for compatible clay to be used for the liner.
- The USACE will provide the City with an update on their findings and a recommended plan to move forward later this summer.
- On August 1, 2023 Leigh Mitchell, USACE Project Manager, attended a joint Work Session with the BOA and CLARB to present their recommended approach to the restoration of the Wetlands project.

- The last few months have included funding acquisition, geotechnical assessment, and project scoping.
- Within the next 1-2 weeks the area will be mowed to allow construction and staging, including delivery of materials.
- Over the next 2-4 months the USACE plan to complete the necessary earthwork.
- The City and the USACE will continue discussions regarding the vegetation management and potential water sources. That work is anticipated to be done in Spring 2024.
- Staff mowed roughly 80 acres at PLP to prepare for the earthwork.
- The USACE began construction and have been moving dirt since the end of August. No other significant updates to report.
- The USACE experience delays getting the bentonite but progress continues. Parks Staff and USACE have a site visit scheduled to review progress the week of October 23rd.
- 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 presented 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.
- Staff is meeting on site with the ERDC vegetation experts on Friday, May 10, 2024 to discuss vegetation plans for this summer and planting plans
- **Windmill installed and inspected**
- **Great Plains Windmill Company hosted on-site tutorial with parks staff**
- **USACE and ERDC began work on invasive species removal**
- **ERDC hosted on-site staff training for invasive species control**
- **ERDC planted the aquatics plant species. Parks Staff worked alongside ERDC and assisted with the plantings.**
- **USACE and ERDC will continue monitoring the invasive species**
- **USACE installed additional native plantings in and around the wetlands**
- **USACE met on site to inspect and test the Wetlands Pump with Parks Staff**
- **ERDC scheduled a follow-up invasive species work day with Parks Staff on August 14, 2024**
- **Three work days have been held with Parks staff and ERDC**
- **ERDC and USACE are continuing maintenance and management of the pools and vegetation through Fall of 2025**
- **Staff is mowing a 2 foot easement on both sides of the trails through the Wetlands**
- **The first educational field trip at the Wetlands is scheduled for November 2024**
- *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.
- April 19, 2024: Informational kiosk frames were delivered.
- Staff is continuing to work on the information and graphics for the signs themselves.
- Stone bench slabs have been ordered. It is anticipated they will be delivered by the end of May 2024.
- **Bench blocks installed on 6/7/24**
- **Moving forward with interpretive signage**
- **Signage locations for interpretive signs and directional signs have been verified**
- **Waiting on final sign design**
- *STATUS – IN PROGRESS*

3. Farmers Market

Full Project History in previous packets

Updates

- Staff participated in a joint work session with the Board of Aldermen and members of CLARB on September 5th, 2023. 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 and potential for future phases.
 - 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 put together a scope of work for the upcoming design phase.
- April 2, 2024: The agreement with BBN for final design documents and construction documents was approved.
- April 30, 2024: BBN met with CLARB and BOA input at the joint work session on April 30th at 5:30pm. The Work Session included 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.
- April 30, 2024: Joint CLARB/Board of Aldermen work session. BBN presented the latest open and future enclosed design schemes. It was decided to add approval of the design schemes to the May 7, 2024 Board meeting agenda for a formal vote.
- Electrical FEMA-related issues resolved
- Signage dimensions from existing building sent to BBN
- Site survey to be completed week or July 8th
- Staff anticipates meeting with BBN week of July 22 for a 95% construction document review meeting
- Construction documents will be submitted for BOA/CLARB review
- Joint CLARB and BOA Work Session was held to review construction documents on August 20, 2024
- Staff reviewed construction documents of minor changes with BBN Architectures on September 9, 2024

- Details related to traffic control and stormwater run-off are being discussed with RIC to coordinate the adjacent streambank stabilization project
- **October 2, 2024: Project put out to bid**
- **October 10, 2024: Pre-bid Meeting with potential contractors**
- **October 23, 2024: Bid opening**
- *STATUS – IN PROGRESS.*

4. **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.
- Contract being drawn up with McClure Engineering for Phase 2 work (additional concrete sidewalk and culvert piping).
- Contract drawings to be completed by mid-May, 2024. Staff will then solicit bids for this work.
- Construction duration estimated to be from June 1 – June 30, 2024.
- (3) quotes being solicited for delivery and spreading of additional top soil.
- (3) quotes being solicited for landscaping.
- (3) quotes being solicited for hydro-seeding.
- Mo. American Water to tap into main and connect drinking fountain. They are currently waiting for a Right-of-Way permit from MODOT (est. start date unknown).
- Waiting for installation of electric meter and final connection of decorative pole light
- Waste container, bike rack and bike fix-it station have been ordered.
- By the Blade Landscaping completed the culvert and the final phase of the sidewalk

- By the Blade Landscaping installed the landscaping and hardscaping in July
- Additional backfill dirt was added to the lower level of the park
- Hydroseeding will follow the landscaping, weather dependent
- Staff has been treating and removing Johnson Grass
- Staff has been watering new plants 2-3 times per week
- **Northland Erosion Control has hydroseeded and has been contracted to do watering**
- **A ribbon cutting is being coordinated with the Pinecrest neighbors tentatively this Fall**
- **10/13/24: Tree fell over onto stairs. Staff has removed limbs from stairs. Urban Trees has been scheduled to remove remainder of tree.**
- *STATUS – IN PROGRESS*

5. **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*

6. **Parks & Recreation 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.**
- **SWT Design met with three community groups consisting of residents, park users, and local organizations from April 26-May 6.**
- **Initial public engagement meeting was held on June 20, 2024**
- **Master Plan website is live**
- **Social Pinpoint is live and staff is reviewing data bi-weekly with SWT Design**
- **Steering committee met on July 29, 2024 to review the initial public input meeting and prepare for survey**
- **CLARB/BOA work session was held August 6, 2024**
- **ETC institute and SWT Design are taking feedback from the Steering committee and Work Session to prepare the final draft of the Master Plan Survey**
- **Survey is anticipated to be finalized and published by the end of September**
- **SWT Design is still collecting public input on the Social Pinpoint website.**
- *STATUS – IN PROGRESS*

7. 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*

8. 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.
- April 26, 2024: 4 Star Electric visited the site and marked existing electrical lines to the fountain and flag pole light.
- City will meet on-site next week with Evergy to discuss how to meter the Memorial area separately from the Train Depot building.
- City will solicit bids to add additional flag poles and lighting by mid-May 2024.
- Contract agreement signed July 8 by Flagsource,; work is complete
- Staff met with Veterans Committee representatives, Jim McCall and Aldermen Bennett , to discuss project updates and next steps
- Staff met with Pat Vogt from By the Blade to discuss hardscaping plans for Veterans Memorial
- Tentative Ribbon Cutting set for Veterans Day, November 11, 2024
- Contract agreement signed August 12 by NKC Electric for the electrical work
- Veterans Committee Meeting held on September 10, 2024 to discuss bench installation, landscaping/hardscaping, and signage.
- 10/10/24: By the Blade installed a perimeter sidewalk that will be used for viewing the future memorial monuments.
- The following work to be installed by the first week of November: flagpole spotlights, landscaping, pump control enclosure, project signage, and memorial benches.
- STATUS – IN PROGRESS

9. **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 the City its full grant request of \$40,000.
- Staff is currently writing up a Request for Qualifications for engineering design work. It is anticipated that this RFQ will be issued by May 10th, 2024
- Staff is in contact with on-call consultants to finalize the design scope of work
- McClure Engineering has been contracted to design the vehicular and pedestrian bridge
- Soil borings have been taken and are currently being analyzed by Kaw Valley Engineering for the foundations of the future pedestrian bridge
- McClure is currently putting together a design schedule. It is anticipated that this project will go out to bid after the first of the year
- STATUS – IN PROGRESS

10. 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, 2024: 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.
- Staff is finalizing contract with Renaissance Infrastructure Consulting (RIC)
- RIC is working on the Streambank Stabilization design while also coordinating with BBN Architects to ensure the adjacent projects work congruently
- Soil borings have been taken and are currently being analyzed by Kaw Valley Engineering.
- RIC is currently working on the design.
- STATUS – IN PROGRESS

11. 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 May 2024.
- Work was completed in June 2024
- STATUS – COMPLETE

12. Train Depot Drainage Control

- Staff solicited quotes for a drainage swale around the north and east sides of the building. Downing Construction was awarded the contract
- Staff is waiting for a project schedule from the contractor
- STATUS – IN PROGRESS

CITY OF PARKVILLE
Policy Report

Date: October 2, 2024

Prepared By:

Reviewed By:

ISSUE:

Special Events

BACKGROUND:

BUDGET IMPACT:

ALTERNATIVES:

STAFF RECOMMENDATION:

POLICY:

SUGGESTED MOTION:

ATTACHMENTS:

1. 2024 Special Events
2. 2024 Park Reservations

| Event | Date | Type | Location |
|---|------------------------------|-----------------|----------------------------|
| Spring Break 5K10K | Friday, March 1, 2024 | 5K | ELP |
| Easter Bunny at Pocket Park | Saturday, March 23, 2024 | Event | Pocket Park |
| Rally in the Alley | Saturday, March 23, 2024 | Event | Downtown Alley |
| Cruise Night | Saturday, April 6, 2024 | Event | Downtown Parking Lot |
| Electronic and Paper Recycling | Saturday, April 6, 2024 | Event | PLP |
| Boy Scout Recruiting Event | Saturday, April 20, 2024 | Event | PLP |
| Earth Day and Arbor Day Celebration | Monday, April 22, 2024 | Event | Sullivan Nature Sanctuary |
| Kansas City Symphony in the Park | Wednesday, April 24, 2024 | Event | ELP |
| Parkville Microbrew Fest | Saturday, April 27, 2024 | Festival | ELP |
| Women's Lawyer 5k | Saturday, May 4, 2024 | 5K | ELP |
| Callery Pear Buyback Program | Saturday, May 4, 2024 | Program | PLP |
| Summer Concert Series at Pocket Park | Saturday, May 4, 2024 | Event | Pocket Park |
| Cruise Night | Saturday, May 4, 2024 | Event | Downtown Parking Lot |
| Northland Mothers Day 5K | Saturday, May 11, 2024 | 5K | ELP |
| Park Hill Senior Day | Thursday, May 16, 2024 | Event | PLP |
| Legion Graduation Party | Friday, May 17, 2024 | Event | Alley |
| Midwest Walk-Run-N-Roll | Saturday, May 18, 2024 | 5K | ELP |
| Memorial Day Carnival | Friday, May 24, 2024 | Festival | Downtown Parking Lot |
| Memorial Day Carnival | Saturday, May 25, 2024 | Festival | Downtown Parking Lot |
| Memorial Day Carnival | Sunday, May 26, 2024 | Festival | Downtown Parking Lot |
| Riverpark Church Service | Sunday, May 26, 2024 | Event | McKeon Stage |
| Rolling on the River Bike Ride | Saturday, June 1, 2024 | Bike Ride | ELP |
| Summer Concert Series at Pocket Park | Saturday, June 1, 2024 | Event | Pocket Park |
| Cruise Night | Saturday, June 1, 2024 | Event | Downtown Parking Lot |
| River Park Church Combined Church Event | Sunday, June 2, 2024 | Event | ELP |
| Banneker School Foundation Jazz Festival | Saturday, June 8, 2024 | Event | PLP |
| Farmers Market: Wednesday Market 1st Day | Wednesday, June 12, 2024 | Event | Downtown Parking Lot |
| Bodies Race: Hometown Half Marathon | Saturday, June 15, 2024 | Half | ELP |
| Riverpark Church Service | Sunday, June 16, 2024 | Event | ELP |
| Kansas City Symphony in the Park | Thursday, June 20, 2024 | Event | ELP |
| Outdoor Movie Night | Friday, June 21, 2024 | Event | Creekside Infield |
| Dani Beyer Summer Festival | Saturday, June 22, 2024 | Festival | McKeon and Festival |
| Vintage Style KC Alley Vendor Event | Saturday, June 22, 2024 | Event | Alley |
| Help for Huntington's 5K | Saturday, June 29, 2024 | 5K | ELP |
| Riverpark Church Service | Sunday, June 30, 2024 | Event | McKeon Stage |
| 4th of July Parade and Festival | Thursday, July 4, 2024 | Parade/Festival | ELP/Downtown |
| Summer Concert Series at Pocket Park | Saturday, July 6, 2024 | Event | Pocket Park |
| Cruise Night | Saturday, July 6, 2024 | Event | Downtown Parking Lot |
| Riverpark Church Service | Sunday, July 7, 2024 | Event | McKeon Stage |
| Scottish Highland Games | Saturday, July 13, 2024 | Event | PLP |
| Outdoor Movie Night | Friday, July 26, 2024 | Event | Creekside Infield |
| Electronic and Paper Recycling | Saturday, August 3, 2024 | Event | PLP |
| Cruise Night | Saturday, August 3, 2024 | Event | Downtown Parking Lot |
| Summer Concert Series at Pocket Park | Saturday, August 3, 2024 | Event | Pocket Park |
| Hearts for RMHC 5K | Sunday, August 18, 2024 | 5K | ELP |
| Parkville Days | Friday, August 23, 2024 | Festival | ELP |
| Outdoor Movie Night | Friday, August 23, 2024 | Event | PLP |
| Parkville Days | Saturday, August 24, 2024 | Festival | ELP |
| Parkville Days | Sunday, August 25, 2024 | Festival | ELP |
| Path to Parenthood 5K | Saturday, September 7, 2024 | 5K | ELP |
| Fall Concert Series at Pocket Park | Saturday, September 7, 2024 | Event | Pocket Park |
| Cruise Night | Saturday, September 7, 2024 | Event | Downtown Parking Lot |
| Riverpark Church Service | Sunday, September 8, 2024 | Event | McKeon Stage |
| Value Unconditional 5K | Saturday, September 14, 2024 | 5K | ELP |
| Premium Waters Company Picnic | Saturday, September 14, 2024 | Event | ELP |
| Riverpark Church Service | Sunday, September 15, 2024 | Event | McKeon Stage |
| Seize the Day 5K | Sunday, September 22, 2024 | 5K | ELP |
| St Vincent de Paul Centennial Celebration | Friday, September 27, 2024 | Event | ELP |
| Park Hill Education Foundation 5K | Saturday, September 28, 2024 | 5K | ELP |
| Strawberry Swing Festival | Saturday, September 28, 2024 | Event | Downtown Parking Lot |
| Brett's Bands 5th Annual 5K for SUDEP Awareness | Saturday, October 5, 2024 | 5k | ELP |
| Fall Concert Series at Pocket Park | Saturday, October 5, 2024 | Event | ELP |
| Cruise Night | Saturday, October 5, 2024 | Event | Downtown Parking Lot |
| Electronic and Paper Recycling | Saturday, October 5, 2024 | Event | PLP |
| MOJO Real Estate Client Event | Friday, October 11, 2024 | Event | ELP |
| Ian Rainbow Flu Foundation 5K | Saturday, October 12, 2024 | 5K | ELP |
| Rally in the Alley | Saturday, October 12, 2024 | Event | Alley |
| Riverpark Church Service | Sunday, October 13, 2024 | Event | McKeon Stage |
| Dani Beyer Pumpkin Patch | Saturday, October 19, 2024 | Event | McKeon and ELP |
| Pumpkin Carving | Thursday, October 24, 2024 | Event | ELP |
| Creepy Crawl Main Street | Friday, October 25, 2024 | Event | Pocket Park/Alley |
| Strong Like Lisa 5K | Saturday, October 26, 2024 | 5K | ELP |
| Trick or Treat Main Street | Saturday, October 26, 2024 | Event | Pocket Park |
| Ghost Stories | Saturday, October 26, 2024 | Event | Parkville Nature Sanctuary |
| Veterans Day 5K | Saturday, November 9, 2024 | 5K | ELP/PLP |

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|----------------------------------|-----------------------------|----------|-------------------------------------|
| Veterans Memorial Ribbon Cutting | Monday, November 11, 2024 | Event | Veterans Memorial (Spirit Fountain) |
| Turkey Trot | Thursday, November 21, 2024 | 5K | ELP |
| Small Business Saturday | Saturday, November 30, 2024 | Event | Pocket Park/Alley |
| Christmas on The River | Friday, December 6, 2024 | Festival | Downtown Parking Lot |

Facilities

| Location | Facility | Bookings | Total Revenue |
|----------------------------|--------------------------------|------------|---------------|
| English Landing Park | Baseball Field Ballfield #1 | 42 | \$60.00 |
| English Landing Park | Baseball Field Ballfield #3 | 3 | \$0.00 |
| English Landing Park | Baseball Field Grigsby Field | 109 | \$480.00 |
| English Landing Park | Basketball Court | 1 | \$20.00 |
| English Landing Park | Pickleball Court #1 | 8 | \$80.00 |
| English Landing Park | Pickleball Court #2 | 6 | \$80.00 |
| English Landing Park | Pickleball Court #3 | 8 | \$140.00 |
| English Landing Park | Pickleball Court #4 | 8 | \$140.00 |
| English Landing Park | Shelter West Shelter | 154 | \$1,685.00 |
| English Landing Park | Shelter East Shelter | 169 | \$1,800.00 |
| English Landing Park | Shelter River Shelter | 74 | \$1,340.00 |
| English Landing Park | Volleyball Court #1 | 11 | \$20.00 |
| English Landing Park | Volleyball Court #2 | 3 | \$0.00 |
| English Landing Park | Volleyball Court #3 | 4 | \$0.00 |
| Parkville Nature Sanctuary | Parkville Nature Sanctuary | 14 | \$0.00 |
| Parkville Nature Sanctuary | Scout Cabin | 31 | \$315.00 |
| Platte Landing Park | Friends Field | 73 | \$0.00 |
| Platte Landing Park | Friends Shelter | 66 | \$490.00 |
| Sullivan Nature Sanctuary | Sullivan Nature Sanctuary | 1 | \$0.00 |
| | | 785 | |

