



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#24-09)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, October 16, 2024 6:00 PM

City Hall Board Room

1. CALL TO ORDER

The meeting was called to order on October 16, 2024. Roll was called by Bonnie Buckmaster, Public Works Department Assistant.

Members present were:

Adam Zink
Michelle Flamm
Linda Arnold - *Arrived at 6:09 p.m.*
Steven Sturgess
Dana Laiben
Nate Askren
Amanda Blackwood

Absent with prior notice were:

Mary Jane Kuehn
Jessica Holtz

Phil Wassmer (Liaison)

A quorum of the Board was present.

Brittanie Propes, Parks & Recreation Director; 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 September 11, 2024 regular meeting
ACTION: Nate Askren moved to approve the September 11, 2024 regular minutes. Michelle Flamm seconded.
RESULT: Motion Passed: 6-0.

3. ACTION AGENDA

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

Brittanie Propes, Parks and Recreation Director, presented a quote for tree trimming and hazardous tree removal at English Landing and Platte Landing Park from the City's on-call certified arborist, Urban Tree Specialists, for the amount of \$11,300 for approval.

ACTION: Michelle Flamm moved 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. Dana Laiben seconded.

RESULT: Motion Passed: 6-0.

4. **STAFF UPDATES ON ACTIVITIES**

Brittanie Propes, Parks and Recreation Director, shared photos of some park projects that she was able to see when attending the National Recreation and Parks Conference. Brittanie thanked CLARB and City Administrator Alexa Barton for allowing her to go to these conferences to gain information to incorporate some of the ideas in the city parks.

A. Parks Maintenance Report

This report was included in the CLARB packet.

B. Nature Sanctuary

This report was included in the CLARB packet.

C. Parks Project Updates

The Parks report was included in the CLARB packet.

Veterans Memorial

- Chair Adam Zink asked staff to send CLARB an invitation to the Veterans Memorial ribbon cutting ceremony to be held on November 7th at 4:00 p.m.
- Member Michelle Flamm asked if the city would be maintaining the memorial and when the flags are to be at half staff, who would be doing this. Brittanie said that the American Legion would be lowering the flags and that the city entered into a maintenance agreement with the veterans.

Staff will be sending out a request for bid for land management in 2025 to contract crews to help with controlled burns and native plantings along with other land management practices. There will be more to come about this.

D. Special Events

The Special Events List was included in the CLARB packet and is listed on the City website.

5. **MISCELLANEOUS ITEMS FROM THE BOARD**

Carla Dods, 5308 Bluff Way, approached the CLARB and asked staff to protect drinking water if staff were looking to put parking near the MOAW wells. CLARB thanked Carla for her comment.

6. ADJOURN

ACTION: Michelle Flamm moved to adjourn the regular meeting at 6:40 p.m.
Nate Askren seconded.
RESULT: Motion Passed: 7-0.

The minutes for October 16, 2024, having been read and considered by the Community Land and Recreation Board, were approved on the 13th day of November 2024.

Bonnie Buckmaster
Bonnie Buckmaster, Public Works Assistant

11/13/2024
Approval date