



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#25-008)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, August 13, 2025 6:00 PM

City Hall Board Room

1. CALL TO ORDER

The meeting was called to order at 6:00 p.m. on August 13, 2025.
Roll was called by Brittanie Propes, Parks and Recreation Director

Members present were:

Adam Zink
Linda Arnold
Michelle Flamm
Steven Sturgess
Dana Laiben
Nathan Askren
Robert Unger

Absent with prior notice were:

Amanda Blackwood
Evan Maxon

Phil Wassmer (Liaison)

A quorum of the Board was present.

Brittanie Propes, Parks & Recreation Director; Chris Ashley, Project Manager; and David Mullen, Program Manager were present on behalf of the City.

- A. Adam Zink
Linda Arnold
Michelle Flamm
Steven Sturgess
Dana Laiben
Amanda Blackwood
Nathan Askren
Robert Unger
Evan Maxon
Phillip Wassmer (Liaison)

2. CITIZEN INPUT

Carol Kuhns, 15300 Trailside Drive, Parkville MO 64152 made comments regarding the accessible parking in English Landing Park.

3. CONSENT AGENDA

- A. Approve the minutes for the July 9, 2025 regular meeting
ACTION: Adam Zink moved to approve the minutes for the July 9, 2025,

regular meeting. Robert Unger seconded.

RESULT: Motion Passed: 7-0.

4. ACTION AGENDA

A. Eagle Scout Project: Presented by Mark Brewster

Brittanie Propes, Parks and Recreation Director, introduced Boy Scout Mark Brewster from Troop 261, who is working on his Eagle Scout. Mark presented his project that included obstacles for the English Landing Dog Park, which was included in the CLARB packet. There will be three different obstacles, with two being in the large dog park and one obstacle in the small dog park. Mark will work with the city's park maintenance staff on specifics. The CLARB members thanked Mark for his work on this project and look forward to its completion.

ACTION: Adam Zink moved to approve the Eagle Scout Project as presented. Linda Arnold seconded.

RESULT: Motion Passed: 7-0.

B. 2026 Parks & Recreation Capital Improvement Program

Bryan Kidney, Deputy City Administrator, presented the 2026 Parks & Recreation Capital Improvement Program included in the CLARB packet.

Brittanie Propes, Parks & Recreation Director, highlighted potential conceptual projects for 2026 if the CIP is approved. The projects included an all-inclusive playground in Platte Landing Park, a pedestrian bridge from the parking lot near the parks' maintenance building to extend over the creek to English Landing Park and another pedestrian bridge from the Farmers Market to the restrooms and pickleball courts. Brittanie emphasized that approving the CIP Plan is not a blanket approval for these projects. All projects will come before the CLARB and the Board of Aldermen for approval.

Brittanie asked CLARB to confirm the order of the projects for 2026 with the following order, which CLARB confirmed.

- PLP All-Inclusive Playground
- Pedestrian Bridges
- West Side Park

ACTION: Adam Zink moved to approve the 2026 Parks & Recreation Capital Improvement Program. Dana Laiben seconded.

RESULT: Motion Passed: 7-0.

C. Consideration of Vehicle Access Policy Options for English Landing Park and Recommendation to Board of Aldermen

Brittanie Propes, Parks and Recreation Director, presented the consideration of vehicle access policy options for English Landing Park to recommend to the Board of Aldermen. There were letters from Staff, Mayor, Chief of Police and citizen input included in the CLARB packet. There were four options presented for consideration, outlined in detail in the CLARB packet.

Chair Steven Sturgess opened for public comment.

- Heather Versfeld, who did not provide an address, spoke with regard to not removing the asphalt in ELP that was shown in the rendering.
- Sheryl Bierman, 5310 NW Bluffs Way, provided comments regarding ADA parking, pedestrian bridges, and signage.
- Leon Versfeld, who did not provide an address, is in support of vehicle access in the park.
- John Carter, 8650 NW Hwy N, KCMO, provided comments regarding safety in the park.
- Brent Uhrmacher, 6241 Northlake Dr., provided comments to reinstate ADA parking in the park.
- Mark Hill, 8114 Forest Park Drive, provided comments regarding limited access for ADA parking.
- Tom Hutsler, Riverhills, provided comments regarding the lack of safety, ADA parking, and supports vehicular access in ELP

ACTION: Robert Unger moved to adopt option 4, which keeps the current status of no vehicular traffic; Dana Laiben Seconded.

RESULT:

Michelle Flamm wanted to add to the motion to provide better accessibility to the park.

Robert Unger withdrew the first motion

ACTION: Robert Unger moved to recommend that the Board of Aldermen maintain the current closure of English Landing Park east of White Alloe Creek to all parking and general vehicular access, and not add new ADA parking stalls inside the park. The City already meets and exceeds ADA requirements; therefore, no additional interior ADA spaces or accessible routes are required for compliance.

However, enhancements beyond ADA obligations should be pursued to further improve safety and convenience for all park users, including upgrading accessible routes from existing parking areas, adding wayfinding and comfort amenities where appropriate; and continuing to allow controlled access during permitted events.

To preserve the long-term safety benefits of a vehicle-free park interior, the City should also implement a permanent barrier at the White Alloe Creek bridge to prevent unauthorized vehicle entry while maintaining emergency and authorized event access.

Adam Zink seconded.

RESULT: Motion Passed: 7-0.

5. STAFF UPDATES ON ACTIVITIES

Updates on activities were included in the CLARB packet.

A. Parks Maintenance

An overview of parks' maintenance was included in the CLARB packet with additional information attached to the minutes.

B. Nature Sanctuary

C. Capital Improvement Projects

D. Parks Programs and Special Events

David Mullen, Parks and Recreation Program Manager, outlined the upcoming events included in the CLARB packet.

6. MISCELLANEOUS ITEMS FROM THE BOARD

Member Adam Zink expressed that it was a tough meeting and thanked the residents that appeared and spoke along with thanking staff for the research.

7. ADJOURN

ACTION: Adam Zink moved to adjourn the regular meeting at 8:55 p.m. Dana Laiben seconded.

RESULT: Motion Passed: 7-0.

The minutes for August 13, 2025, having been read and considered by the Community Land and Recreation Board, were approved on this the 10th day of September, 2025

Bonnie Buckmaster
Bonnie Buckmaster, Public Works Assistant

9/10/2025
Approval date



1



2

Eagle Scout Project Presentation

Mark Brewster

3



Parks & Recreation Fund (41)
Year-to-date 06/30/2025

Category	2024 Unaudited	2025 Adopted	2025 Year to Date	2025 Revised	2026 Forecast	2027 Forecast	2028 Forecast	2029 Forecast	2030 Forecast
Revenues									
Taxes	\$ 1,049,041	1,062,000	\$ 520,398	\$ 1,050,000	\$ 1,059,000	\$ 1,064,000	\$ 1,069,000	\$ 1,074,000	\$ 1,079,000
Program Revenue	45,803	45,000	41,534	45,000	45,800	46,600	47,400	48,300	49,200
Other	76,340	-	30	-	-	-	-	-	-
Grants/Donations	100,805	-	-	-	1,000	1,000	1,000	1,000	1,000
Transfers	426,000	433,000	216,500	433,000	440,000	447,000	455,000	463,000	471,000
Total Revenues	1,697,989	1,540,000	778,462	1,528,000	1,545,800	1,558,600	1,572,400	1,586,300	1,600,200
Expenditures									
Salary and Benefits Parks	583,485	775,000	311,008	775,000	791,000	807,000	823,000	839,000	839,000
Operating	258,805	347,000	147,127	347,000	354,000	361,000	368,000	375,000	375,000
Capital	355,827	850,000	43,379	500,000	950,000	600,000	225,000	100,000	450,000
Transfer to Farmers Mrkt	104,592	520,000	198,812	910,000	-	-	-	-	-
Nature Sanctuary Operations	71,705	47,000	10,832	47,000	47,000	80,000	80,000	80,000	80,000
Total Expenditures	1,374,414	2,539,000	711,158	2,579,000	2,142,000	1,848,000	1,496,000	1,394,000	1,744,000
Increase (decrease)	323,575	(999,000)	67,304	(1,051,000)	(596,200)	(289,400)	76,400	192,300	(143,800)
Beginning FB	1,756,951	1,832,951	2,080,526	2,080,526	1,029,526	433,326	143,926	220,326	412,626
Ending FB	\$ 2,080,526	\$ 833,951	\$ 2,147,830	\$ 1,029,526	\$ 433,326	\$ 143,926	\$ 220,326	\$ 412,626	\$ 268,826
Fund Balance % (of OPS)	204%	49%			36%	12%	17%	32%	21%

4



Use Tax - Park Trail Detail - Fund (48)
Year to Date 06/30/2025

Category	2024 unaudited	2025 Adopted	2025 year to date	2025 Revised	2026 Forecast	2027 Forecast	2028 Forecast	2029 Forecast	2030 Forecast
Revenues									
Taxes	\$ 208,990	\$ 201,000	\$ 134,596	\$ 201,000	\$ 220,000	\$ 222,200	\$ 224,400	\$ 226,600	\$ 228,800
Total Revenues	208,990	201,000	134,596	201,000	220,000	222,200	224,400	226,600	228,800
Expenditures									
Park Trail Maint & Capital	-	250,000	-	250,000	150,000	175,000	200,000	200,000	250,000
Total Expenditures	-	250,000	-	250,000	150,000	175,000	200,000	200,000	250,000
Increase (decrease)	208,990	(49,000)	134,596	(49,000)	70,000	47,200	24,400	26,600	(21,200)
Beginning FB	-	127,151	208,990	208,990	159,990	229,990	277,190	301,590	328,190
Ending FB	\$ 208,990	\$ 78,151	\$ 343,585	\$ 159,990	\$ 229,990	\$ 277,190	\$ 301,590	\$ 328,190	\$ 306,990
Fund Balance % (of OPS)		31%			153%	158%	151%	164%	123%

5



Parkville Nature Sanctuary (60)
Year to Date 06/30/2025

Category	2024 Unaudited	2025 Adopted	YTD 2025	Revised 2025	2026 Forecast	2027 Forecast	2028 Forecast	2029 Forecast	2030 Forecast
Revenues									
Program Revenue	\$ -	\$ 1,000	280	300	300	300	-	-	-
Donations/Grants	3,012	1,000	3,970	4,000	3,000	3,000	-	-	-
Transfers	-	-	-	-	-	-	-	-	-
Total Revenues	3,012	2,000	4,250	4,300	3,300	3,300	-	-	-
Expenditures									
Salary and Benefits	-	-	-	-	-	-	-	-	-
Operating	26,202	-	22	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-
Capital	8,530	200,000	-	10,312	100,000	100,000	-	-	-
Total Expenditures	34,732	200,000	22	10,312	100,000	100,000	-	-	-
Increase (decrease)	(31,720)	(198,000)	4,228	(6,012)	(96,700)	(96,700)	-	-	-
Beginning FB	231,132	198,000	199,412	199,412.29	193,400	96,700	0	0	0
Ending FB	\$ 199,412	\$ 0	\$ 203,640	\$ 193,400	\$ 96,700	\$ 0	\$ 0	\$ 0	\$ 0
Fund Balance %	761%	0%	0%	0%	0%	0%	0%	0%	0%

6

Project No	Name	City Funding Source	Amount from City Funds	Grant	Source of Grant	Total Sources	2026	2027	2028	2029	2030	Future Years	City Funds five year Cost
NS2601	Nature Sanctuary Trail Upgrades	Parks Nature Sanctuary	200,000	-	-	200,000	100,000	100,000	-	-	-	-	200,000
PK2602	All inclusive playground in Platte Landing Park	Parks Sales Tax	300,000	700,000	Platte County Platte County	1,000,000	100,000	200,000	-	-	-	-	300,000
PK2603	ADA accessible bridge in English Landing Park	Parks Sales Tax	300,000	700,000	Platte County Platte County	1,000,000	200,000	100,000	-	-	-	-	300,000
PK2802	Park Maintenance Building Improvements and Storage	Parks Sales Tax	75,000	-	-	75,000	-	75,000	-	-	-	-	75,000
PK2604	Parkville West Bike/Park design	Parks Sales Tax	250,000	-	-	250,000	-	125,000	125,000	-	-	-	250,000
PK2501	Future Master Plan Priority Project (s)	Parks Sales Tax	1,250,000	-	-	1,250,000	-	-	-	-	250,000	1,000,000	250,000
PK2605	Parkville West Bike/Park construction	Parks Sales Tax	650,000	650,000	Platte County Platte County	1,300,000	-	-	-	-	150,000	500,000	150,000
PK2703	English Landing Park Stream bank Stabilization (in progress)	Parks Sales Tax	210,000	40,000	-	250,000	210,000	-	-	-	-	-	210,000
PK2407	Main Street Bridge pedestrian Bridge	Parks Sales Tax	340,000	-	-	340,000	340,000	-	-	-	-	-	340,000
PK2405	Annual Park Beautification and Maintenance	Parks Sales Tax	250,000	-	-	250,000	50,000	50,000	50,000	50,000	50,000	-	250,000
PK2502	Conservation Land Management	Parks Sales Tax	250,000	-	-	250,000	50,000	50,000	50,000	50,000	50,000	-	250,000
Total Park Sales Tax			3,875,000	2,090,000	-	5,965,000	950,000	600,000	225,000	100,000	500,000	1,500,000	2,375,000
PK2503	Park Trails Program (use tax)	Use Tax	975,000	-	-	975,000	150,000	175,000	200,000	200,000	250,000	-	975,000
Total Parks and Recreation			5,050,000	2,090,000	-	7,140,000	1,200,000	875,000	425,000	300,000	750,000	1,500,000	3,550,000

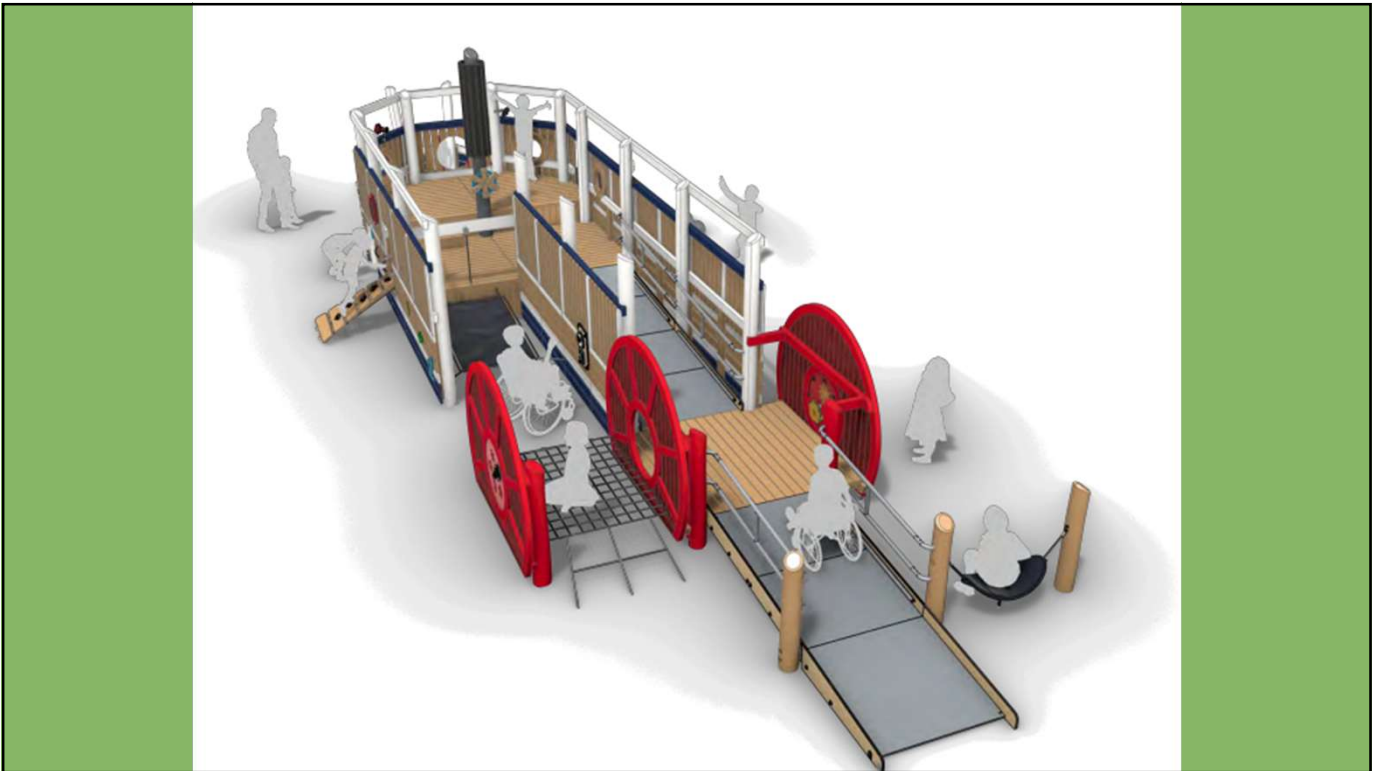
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ELP Parking Policy



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ELP Parking Policy



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ELP Parking Policy



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20

Wetlands

- ERDC and USACE are continuing work to remove invasive species like Johnson Grass
- ERDC is maintaining the newly planted aquatic plants
- Current Issues Facing: Johnson Grass, Carp, Muskrats, Illegal fishing

SAVE THE DATE:
Ribbon Cutting for Wetlands 9/23



21

Other Updates

- **TRAIN DEPOT:** Updated Lease Agreement returning to BOA on 8/19
- **PLATTE LANDING PARK/MAIN STREET BRIDGE:** Shop drawings have been issued and reviewed by the Project Engineer and City Staff
- **PLP PARKING LOT:** Parking Lot Re-Striping went to bid and was awarded. Anticipated completion by October.
- **VETERANS MEMORIAL:** Made adjustments to the granite memorials, proceeding with Phase 2

22



DOG DAYS AT BARKVILLE
Dog Breed Meetups

1st & 3rd Saturday's of the month from March-October. 10am-Noon.
Barkville Dog Park in Platte Landing Park.







Parkville Parks and Recreation & Missouri Department of Conservation August Programs

- Introduction to Sporting Clays**
August 2: 10am-1pm or 1:30pm-4:30pm
Ages 11+ (11-17 must be accompanied by an adult)
Parma Woods Shooting Range
REGISTRATION REQUIRED!
- Intro to Archery**
August 3: 8:30am-10am
Ages 8+ (youths must be accompanied by an adult)
Parma Woods Shooting Range
REGISTRATION REQUIRED!
- Whispering Leaves & Wild Critters**
August 9: 9am-Noon
All Ages
Parkville Nature Sanctuary
REGISTRATION REQUIRED!
- BB Gun Fun**
August 23: 8:30am-9:30am
Ages 8-11 (Must be accompanied by an adult)
Parma Woods Shooting Range
REGISTRATION REQUIRED!
- Introduction to Sporting Clays**
August 30: 10am-1pm or 1:30pm-4:30pm
Ages 11+ (11-17 must be accompanied by an adult)
Parma Woods Shooting Range
REGISTRATION REQUIRED!



★ MCKEON STAGE - ENGLISH LANDING PARK ★





Rock The Park



SCHOOL OF ROCK
PARKVILLE (KANSAS CITY)



Enjoy an evening in the park with a free performance from the School of Rock Parkville - Presented by Parkville Parks and Recreation! Showtime is 5:00 PM at McKeon Stage in English Landing Park!

23



24

Upcoming Events

- 8/15 Rock the Park: School of Rock Concert at McKeon Stage
- 8/16 Scottish Highland Games
- 8/17 Ronald McDonald House charity 5K Run
- 8/22-8/24 Parkville Days
- 8/29 Final Fridays in the Alley
- 8/31 River Park Church Services on McKeon Stage
- 9/13 Bethel Neighborhood Pickleball Tournament
- 9/14 River Park Church Services on McKeon Stage
- 9/19 Rock the Park: School of Rock Concert at McKeon Stage
- 9/20 U.S. Engineering Family Celebration
- 9/26 Final Fridays in the Alley
- 9/27 Bourbon in the Park
- 9/28 River Park Church Services on McKeon Stage
- 10/4 Out of the Darkness Walk

City of Parkville Capital Improvement Plan (CIP)

2026–2030 Capital Program Overview

Presented to: CLARB

Date: August 13, 2025



1

What is the CIP?

- The Capital Improvement Program (CIP) is a long-range planning tool for municipalities that:
 - Identifies public infrastructure and major equipment projects
 - Establishes a multi-year schedule for execution
 - Aligns financing strategies by fund source
 - Bridges the gap between master plans, the comprehensive plan, and annual budgeting



2

Purpose of the CIP

- Guide systematic investment in infrastructure
- Ensure coordinated planning across departments
- Promote transparency on future project funding
- Identify funded vs. unfunded capital needs
- Adjust based on evolving needs, development, and financial realities



3

CIP Criteria - What Qualifies?

- Projects included must meet at least one of the following:
 - New construction or expansion of a public facility
 - Nonrecurring rehab/repair of \$50,000+ for existing infrastructure
 - Equipment purchases of \$50,000+ with a 2-year+ lifespan
 - Studies/designs directly related to a capital project
 - Recurring maintenance \$50,000+ per year specific if part of an on-going program and expenditures are significant portion of operational budget.



4

CIP vs. Operating Budget

- Operating Budget: Recurring costs (e.g., salaries, utilities, routine maintenance)
- Capital Budget (CIP): One-time, large-scale investments in assets with long-term use funding via capital funds, grants, debt, etc.



5

2026–2030 CIP Overview

- Covers 5 fiscal years: January 2026 to December 2030
- Projects span public safety, parks, facilities, sewer, and planning
- Fluid document, reviewed and amended annually



6

Parks and Recreation Projects

Source: Parks Sales Tax, Parks Nature Sanctuary and Use Tax

Name	City Funding Source	Amount from City Funds	% of Project Debt funds	Grant	Source of Grant	Total Sources
Nature Sanctuary Trail Upgrades	Parks Nature Sanctuary	200,000		-	-	200,000
All inclusive playground in Platte Landing Park	Parks Sales Tax	300,000		700,000	Platte County Platte County	1,000,000
ADA accessible bridge in English Landing Park	Parks Sales Tax	300,000		700,000	Platte County	1,000,000
Parks Maintenance Building Improvements and Storage	Parks Sales Tax	75,000		-		75,000
Parkville West Bike/Park design	Parks Sales Tax	250,000				250,000
Future Master Plan Priority Project (s)	Parks Sales Tax	1,250,000		-	-	1,250,000
Parkville West Bike/Park construction	Parks Sales Tax	650,000		650,000	Platte County Platte County	1,300,000
English Landing Park Stream bank Stabilization (in progress)	Parks Sales Tax	210,000		40,000	Platte County	250,000
Main Street Bridge pedestrian Bridge	Parks Sales Tax	340,000		-		340,000
Annual Park Beautification and Maintenance	Parks Sales Tax	250,000		-	-	250,000
Conservation Land Management	Parks Sales Tax	250,000		-		250,000
Park Trails Program (use tax)	Use Tax	975,000	-	-	-	975,000
		5,050,000	29%	2,090,000	-	7,140,000



7

Parks and Recreation Projects

By Year

Name	City Funding Source	Through 2025	2026	2027	2028	2029	2030	Future Years	City Funds five year Cost
Nature Sanctuary Trail Upgrades	Parks Nature Sanctuary	-	100,000	100,000	-	-			200,000
All inclusive playground in Platte Landing Park	Parks Sales Tax		100,000	200,000	-	-			300,000
ADA accessible bridge in English Landing Park	Parks Sales Tax		200,000	100,000	-	-			300,000
Parks Maintenance Building Improvements and Storage	Parks Sales Tax	-	-	75,000	-	-			75,000
Parkville West Bike/Park design	Parks Sales Tax			125,000	125,000				250,000
Future Master Plan Priority Project (s)	Parks Sales Tax		-	-	-	-	250,000	1,000,000	250,000
Parkville West Bike/Park construction	Parks Sales Tax			-	-		150,000	500,000	150,000
English Landing Park Stream bank Stabilization (in progress)	Parks Sales Tax	-	210,000						210,000
Main Street Bridge pedestrian Bridge	Parks Sales Tax	-	340,000						340,000
Annual Park Beautification and Maintenance	Parks Sales Tax	-	50,000	50,000	50,000	50,000	50,000		250,000
Conservation Land Management	Parks Sales Tax	-	50,000	50,000	50,000	50,000	50,000		250,000
Park Trails Program (use tax)	Use Tax	-	150,000	175,000	200,000	200,000	250,000		975,000
		-	1,200,000	875,000	425,000	300,000	750,000	1,500,000	3,550,000



8

Strategic Alignment

- Projects reflect 2025 Strategic Planning outcomes
- Aligned with draft Parks Master Plan initiatives
- Infrastructure investments targeted to enhance service delivery and community well-being



9

CIP Review Timeline

- - August 5, 2025: Board of Aldermen Work Session
- - August 12, 2025: Planning & Zoning Commission Review
- - August 13, 2025: CLARB Review
- - August 19, 2025: Final Consideration by Board of Aldermen



10

Summary and Next Steps

- CIP is a dynamic roadmap guiding infrastructure development
- Supports efficient, equitable delivery of City services
- Stakeholder feedback and fiscal evaluations remain key to refining future iterations
- Continued collaboration essential to meet strategic goals

