



COMMUNITY LAND AND RECREATION BOARD  
Regular Meeting (#25-01)  
MINUTES  
CITY OF PARKVILLE, MISSOURI  
Wednesday, January 8, 2025 6:00 PM  
City Hall Board Room

**1. CALL TO ORDER**

The meeting was called to order at 06:01 PM on January 8, 2025.

Roll was called by Bonnie Buckmaster, Public Works Department Assistant.

**Members present were:**

Adam Zink  
Dana Laiben - via zoom  
Nate Askren  
Mary Jane Kuehn  
Jessica Holtz  
Linda Arnold - via zoom - Joined after 3A  
Phil Wassmer (Liaison)

**Absent with prior notice were:**

Michelle Flamm  
Steven Sturgess  
Amanda Blackwood

A quorum of the Board was present.

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

**2. CITIZEN INPUT**

**3. CONSENT AGENDA**

A. Approve the minutes for the November 13, 2025, regular meeting

**ACTION:** Jessica Holtz moved to approve the November 13, 2025 Regular Meeting Minutes. Mary Jane Kuehn seconded.

**RESULT:** Motion Passed: 5-0.

**4. STAFF UPDATES ON ACTIVITIES**

Linda Arnold joined the meeting via zoom at 6:05 p.m.

The updates were included in the CLARB Packet and attached to the Minutes.

A. Parks Maintenance

The updates were included in the CLARB Packet.

B. Nature Sanctuary

The updates were included in the CLARB Packet and attached to the Minutes.

C. Parks Project Updates

The updates were included in the CLARB Packet and included in the Minutes.

Streambank Stabilization - Member Kuehn recommended that staff ask MDC for landscaping plans when the time comes. More to come on this project.

D. Special Events

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

**5. MISCELLANEOUS ITEMS FROM THE BOARD**

**6. ADJOURN**

**ACTION:** Jessica Holtz moved to adjourn the regular meeting at 6:35p.m. Mary Jane Kuehn seconded.

**RESULT:** Motion Passed: 6-0.

The minutes for January 8, 2025, having been read and considered by the Community Land and Recreation Board, were approved on the 9th day of April, 2025.

Bonnie Buckmaster  
Bonnie Buckmaster, Public Works Department

4/9/2025  
Approval date



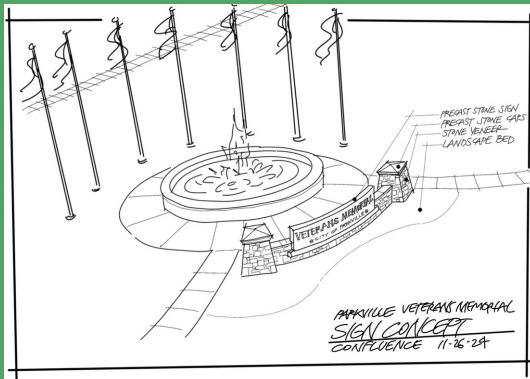
# PARKS & REC UPDATES

January Meeting



# DEPARTMENT UPDATES

# Veteran's Memorial



- Benches are anticipated to arrive late January
- Veterans Committee is raising funds for phase 2
- Veterans Committee and City Staff are preparing a grant application for the Platte County Outreach Grant
- Grant Applications are due January 17th
- The Platte County Parks and Recreation Board will review grants on February 25th

# Farmers Market

- Construction Contract with E.L. Crawford was approved November 19, 2024
- Shop drawings have are currently being submitted and reviewed by City Staff and BBN Architecture
- E.L. Crawford planned to mobilize on Monday, January 6 but was delayed due to snow event
- Expect to see crews mobilizing once weather allows
- Overall project schedule should be finalized later this month
- Bi-weekly meetings will be held with City Staff, BBN Architecture, and E.L. Crawford



Rendering of new Parkville Farmers Market

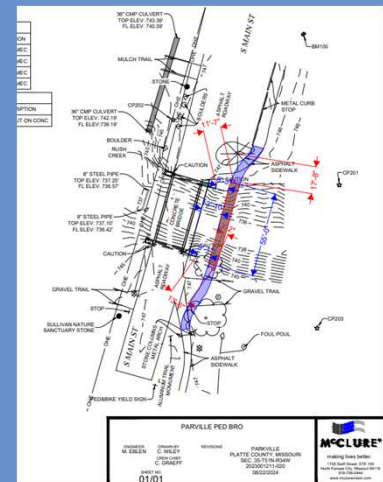
# Master Plan



- The Master Plan Survey responses were collected and compiled by ETC Institute
- The Master Plan Steering Committee met with ETC Institute and SWT Design to review the survey results
- A Joint Work Session with CLARB and BOA to review the survey results is being rescheduled due to weather. ETC Institute and SWT Design will present the survey findings.

# PLP Bridge

- Met with City Staff and McClure do the final review of Construction Documents and to discuss traffic control plan
- Currently creating a schedule to put the project out to bid



## Streambank Stabilization



- Reviewed design concepts with Renaissance Infrastructure Consultants (RIC) and City Staff. Based on conceptual designs and cost estimates, we plan to proceed with Gabion Wall Design.

## Other Updates

- Gateway Park Ribbon Cutting with the Pinecrest Residents, May 16th
- Dog Drinking Bowls were installed at Barkville
- Bike Fix-It Station was installed at English Landing Park
- Adopted Updated Landscape Design Standards in the Parkville Development Code
- Re-certifying the 5k/10k course at English Landing Park
- Building a new entry sign kiosk for English Landing Park
- Evergy removed power lines and topped off poles at Parkville Nature Sanctuary
- Working with FOPNS and Park University on signage at Parkville Nature Sanctuary
- Winter Wonder Walk at English Landing Park has ended; building a committee for 2025

# Staff Updates

- Tom Barnard and Wayne Frazier attended the Heartland Forestry Conference
- All parks maintenance staff attended the Sports Field Maintenance Training Program
- Chris Ashley and Bonnie Buckmaster attended the APWA Contracts Work Flow and Management training
- Tom Barnard and Travis Phelan are attending Kansas Arborists Association Tree Conference in January, where they will be recognized for passing their certified arborist course
- All parks maintenance staff are competing in the Missouri Parks and Recreation Association Maintenance rodeo
- Wayne Frazier will attend the Plan It Native conference in February
- Brittanie Propes will attend the Missouri Parks and Recreation Association Conference in February
- Currently interviewing for the Parks and Recreation Program Manager position

# Upcoming Events

- February 16: Couple Shuffle 5K
- March 1: 2025 Calendar Opens for Park Reservations
- March 10: Sporting KC Soccer Season Begins
- April 2: Soccer Shots Spring Season Begins
- April 12: Path to Change 5K
- April 23: Community Heroes Storytime with MCPL
- April 26: Parkville Brewfest



Photo: Time Travelers 5K/10K/Half Marathon  
January 4th