



**COMMUNITY LAND AND RECREATION BOARD**

Regular Meeting (#25-10) Agenda  
CITY OF PARKVILLE, MISSOURI  
Wednesday, October 8, 2025 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  
Robert Unger  
Evan Maxon  
Phillip Wassmer (Liaison)

**2. CITIZEN INPUT**

**3. CONSENT AGENDA**

- A. Approve the minutes for the September 10, 2025, regular meeting

**4. ACTION AGENDA**

- A. Approval of Fee Schedule Adjustments to Reflect updated Shelter Reservation Fees

**5. NON-ACTION AGENDA**

- A. Review of Rotary Club Partnership for Farmers Market Landscaping Enhancements

**6. STAFF UPDATES ON ACTIVITIES**

- A. Parks Maintenance
- B. Parks Programs and Events
- C. Parks Capital Projects

**7. MISCELLANEOUS ITEMS FROM THE BOARD**

**8. ADJOURN**



**COMMUNITY LAND AND RECREATION BOARD**

Regular Meeting (#25-09)

**MINUTES**

CITY OF PARKVILLE, MISSOURI

Wednesday, September 10, 2025 6:00 PM

City Hall Board Room

**1. CALL TO ORDER**

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

**Members present were:**

Adam Zink  
Steven Sturgess  
Nate Askren  
Amanda Blackwood  
Evan Maxon  
Robert Unger  
Dana Laiben - *via videoconference - non voting*

**Absent with prior notice were:**

Michelle Flamm  
Linda Arnold

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.

The meeting was called to order at 6:00 p.m. on September 10, 2025.

- 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**

**3. CONSENT AGENDA**

- A. Approve the minutes for the August 13, 2025 Regular Meeting
  - ACTION:** Adam Zink moved to approve the August 13, 2025, regular meeting minutes. Nate Askren seconded.
  - RESULT:** Motion Passed: 6-0.

#### 4. ACTION AGENDA

- A. Eagle Scout Project: Presented by Luke Dykstra  
Brittanie Propes, Parks and Recreation Director, introduced Luke Dykstra. Luke presented his Eagle Project of Duck Boxes that was included in the CLARB packet.

The CLARB thanked Luke for his outstanding job!

#### 5. STAFF UPDATES

Brittanie Propes, Parks and Recreation Director, gave an update on the mill and overlay of the west parking lot gap where the permanent bollards are installed. These bollards will be replaced with removable bollards to allow carnival trailer access into the parking lot.

Wetland ribbon cutting is scheduled for 9/23 at 10:00 a.m. An invitation will be emailed to the CLARB.

There was discussion of the carp fish that are in the wetlands and additional signage or a wildlife camera to help deter the misuse of the wetlands and the possible illegal dumping of fish in the wetlands.

There will be parking lot re-striping done in the Friends Shelter and dog park parking lots.

Brittanie presented the all-inclusive playground rendering for comments and recommendations. The budget for the playground element is \$200,000, which does not include the parking lot. Discussion focused on the phasing of the projects and the need for a playground on the west side of Parkville. Brittanie will attach the drawing of the playground in minutes.

Brittanie asked CLARB if they wanted to rearrange the order of projects. There was discussion of completing a project earlier in the year which would move the west side park up the list. CLARB also would like to consider staff time in completing the projects.

- A. Parks Maintenance
- B. Programs and Events  
Programs and Events are listed on the City's website.
- C. Parks & Recreation Projects

#### 6. MISCELLANEOUS ITEMS FROM THE BOARD

Member Unger mentioned some maintenance items in the parks that include a frame

around the chain link fence on one of the ballfields.

Liaison Wassmer asked if the specialized dog days at the dog parks are successful. Brittanie felt that yes, depending on the weather and said that it seems that the dog parks are busy whether we promote an event or not.

**7. ADJOURN**

**ACTION:** Adam Zink moved to adjourn the September 10, 2025, regular meeting at 7:12 p.m. Nate Askren seconded.

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

The minutes for September 10, 2025, having been read and considered by the Community Land and Recreation Board, were approved on the 8th day of October 2025.

\_\_\_\_\_  
Bonnie Buckmaster, Public Works Assistant

\_\_\_\_\_  
Approval date

**CITY OF PARKVILLE  
Policy Report**

Date: October 7, 2025

Prepared By:  
Brittanie Propes, Parks & Recreation Director

Reviewed By:

ISSUE:  
Approval of Fee Schedule Adjustments to Reflect updated Shelter Reservation Fees

BACKGROUND:  
During the 2025 Board of Aldermen (BOA) Annual Strategic Planning Meeting, the Board recommended that City staff explore potential cost adjustments within the Parks and Recreation Schedule of Fees to better reflect facility maintenance costs and current market standards. Additionally, the City’s Parks and Recreation Master Plan consultants, SWT Design, recommended that Parkville routinely evaluate and adjust its fee structure for rentals and events to support long-term sustainability.

As part of this review, shelter house reservation fees were identified as the first category for evaluation. These fees have remained unchanged for several years despite increasing costs in facility upkeep, cleaning, and staffing. Staff also evaluated the Scout Cabin at Parkville Nature Sanctuary, identifying a need for a supplemental fee related to fireplace usage due to the additional staff time and resources required to safely accommodate this amenity.

A regional fee comparison was conducted using data from neighboring communities, including Riverside, Platte City, Gladstone, and Liberty. Results showed that Parkville’s current shelter house rates are below average, particularly given the scenic quality and amenities of Parkville’s park system.

To maintain affordability for residents while aligning with market standards and cost recovery goals, staff recommends the following adjustments:

<b>Amenity / User Type</b>	<b>Current Fee</b>	<b>Proposed Fee</b>	<b>Increase (\$)</b>	<b>Percentage Increase</b>
Shelter House – Resident (per block)	\$25	\$35	+\$10	<b>40%</b>
Shelter House – Non-Resident (per block)	\$35	\$50	+\$15	<b>43%</b>
Scout Cabin Fireplace Use (with reservation)	N/A	\$30	+\$30	<i>New Fee</i>

Each shelter reservation block represents a three-hour period (7:30 am-10:30 am, 11:00 am-2:00 pm, 2:30 pm-5:30 pm, and 6:00 pm-9:00 pm). The Scout Cabin Fireplace Fee would be applied per reservation and covers the cost of firewood supply and staff time to safely extinguish the fire and

ensure post-use cleanup.

These proposed rates bring Parkville's pricing structure in line with surrounding municipalities while addressing increased maintenance costs and resource allocation.

**BUDGET IMPACT:**

The proposed shelter rate increase and new fireplace fee will generate modest but meaningful additional revenue for the Parks Fund, estimated at an annual increase of 15–20% based on prior years' usage trends. The additional funds will directly support park maintenance, facility operations, and staff time.

This projected increase is based on historic shelter reservation patterns and comparable outcomes observed in nearby municipalities following similar fee adjustments. Because usage levels tend to remain steady despite moderate price changes, the department anticipates a reasonable rise in total revenue without a significant impact on reservation volume. These adjustments will help the City recover a greater share of operational costs while continuing to offer affordable community access to high-quality park facilities.

**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 that CLARB approve the following updates to the Parks and Recreation Schedule of Fees for City facilities:

- Increase Shelter House Resident Rate from \$25 per block to \$35 per block
- Increase Shelter House Non-Resident Rate from \$35 per block to \$50 per block
- Add a \$30 Scout Cabin Fireplace Use Fee, which includes staff oversight and firewood provision.

These adjustments are consistent with the direction of the Board of Aldermen and consultant recommendations to ensure Parkville's park system remains safe, sustainable, and competitively priced within the regional market.

**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 recommend approval of the proposed updates to the Parks and Recreation Schedule of Fees to include revised Shelter House reservation rates and the addition of a Scout Cabin fireplace use fee at the Parkville Nature Sanctuary.

**ATTACHMENTS:**

1. Shelter Fee Evaluation Summary



## Attachment A – Shelter Fee Evaluation Summary

### Purpose

To provide background and comparative data supporting the recommended updates to the City of Parkville Schedule of Fees for Shelter House Reservations and the new Scout Cabin Fireplace Use Fee.

### How We Reached This Recommendation

- The Board of Aldermen directed staff at the 2025 Strategic Planning Meeting to review and update park rental fees to better reflect maintenance and operational costs.
- SWT Design, the City’s Parks and Recreation Master Plan consultant, also recommended a periodic review of rental and reservation fees.
- Staff conducted a regional fee comparison and reviewed three years of Parkville reservation data to evaluate market position, affordability, and cost recovery.
- Findings showed that Parkville’s rates were among the lowest in the Northland, despite offering high-quality, riverside park facilities and well-maintained shelters.

### Observed Comparable Rates (2024–2025 Data)

City / Jurisdiction	Resident Rate	Non-Resident Rate	Duration / Notes
Riverside, MO	\$25 (small shelter)	\$50–\$75	Half-day or full-day options
Liberty, MO	\$80	\$120	Full reservation period
Platte County, MO	\$25	N/A	Per time slot (9 am–3 pm or 4 pm–10 pm)
Gladstone, MO	\$40–\$70	\$50–\$85	4-hour block, based on size
North Kansas City, MO	\$30–\$50	\$70–\$100	4-hour block
Blue Springs, MO	\$30–\$60	\$30–\$60	5-hour block
Johnson County, KS (JCPRD)	\$70–\$95	\$80–\$120	Half-day / full-day options
Parkville (Current)	\$25	\$35	3-hour block
Parkville (Proposed)	\$35	\$50	3-hour block

### Key Takeaways

- Parkville’s shelter fees have not been adjusted in several years, while surrounding cities have increased rates to offset maintenance and staffing costs.

- The proposed 40–43% increase keeps Parkville’s rates within the regional average while maintaining affordability for residents.
- The new \$30 Scout Cabin Fireplace Use Fee reflects the additional staff time and materials required for safe use of this feature (firewood provision, monitoring, and extinguishment).
- Modest increases are projected to generate a 15–20% annual revenue increase, directly supporting park maintenance, staffing, and operations without creating financial barriers for community use.

### **Conclusion**

The proposed fee adjustments are consistent with regional standards, reflect responsible fiscal management, and align with the Board of Aldermen’s direction to strengthen cost recovery while maintaining Parkville’s commitment to accessibility and quality.



# Rotary Club

## Farmer's Market Project



# Monthly Activity Report



<b>Reporting Date</b>	September 2025
<b>Project Report</b>	Parks Maintenance Report
<b>Meeting</b>	October 7, 2025 Community Land and Recreation Board Meeting
<b>Reviewed By</b>	Brittanie Propes, Parks and Recreation Director
<b>Prepared By</b>	Travis Phelan, Parks Foreman

## Summary

The following summary highlights key accomplishments and special projects completed by Parks staff during the month of September 2025. These efforts extend beyond our standard maintenance and operational duties, reflecting the team's ongoing commitment to enhancing Parkville's public spaces, improving safety, and supporting ecological stewardship.

### Park and Trail Maintenance

- **September 2 – Invasive Species Management (North Sullivan Trail):**  
Staff conducted targeted spraying and removal of invasive vegetation to restore native habitat and maintain trail accessibility in the northern section of Sullivan Nature Area.
- **September 2 – Tree Trimming (South Sullivan Trail):**  
Pruning and clearance work were completed along South Sullivan Trail to improve visibility, pedestrian safety, and the overall health of the tree canopy.
- **September 3 – Trail Improvements (North Sullivan):**  
Chipped and resurfaced portions of the trail to address erosion and enhance the walking experience for park visitors.
- **September 9, 12, 19, 20 – Native Planting Area Restoration (North Sullivan):**  
Multiple workdays focused on clearing, prepping, and planting native species in designated habitat restoration zones. A rock perimeter was installed to protect the site and define planting boundaries. The project concluded on September 20 with all initial native planting completed.

### Beautification and Landscape Projects

- **September 4 – Farmers Market Green Space Enhancements:**  
Staff seeded the green areas surrounding the Farmers Market to promote healthy turf growth, as a temporary solution until the landscaping plans are complete.

- **September 10 – Fall Planting at Pocket Park/Sculpture Area:**  
Seasonal plantings were added to Pocket Park and the sculpture area to refresh the space for fall visitors.
- **September 11 – Depot Tree and Landscaping Removal:**  
Removal of overgrown or declining trees and landscaping at the Train Depot area to prepare for future replanting and visual improvements.
- **September 25 – Seeding and Fertilization (Grigsby, Ball Field 3, River Shelter):**  
Turf restoration efforts included seeding and fertilizing high-traffic areas to maintain healthy playing and gathering surfaces ahead of the fall season.

## **Wetlands Management and Partnership Coordination**

- **September 5 – Drone Mapping of Wetlands Perimeter:**  
Conducted drone flights to capture updated aerial data for mapping and monitoring wetland boundaries and vegetation conditions.
- **September 8 – Drone Spraying of Wetlands Perimeter:**  
Used drone-assisted application methods to target invasive species efficiently and safely.
- **September 15–17 – Wetlands Maintenance and Coordination with USACE and ERDC:**  
Collaborative maintenance sessions were held with the **U.S. Army Corps of Engineers (USACE)** and the **Engineer Research and Development Center (ERDC)**. Activities included vegetation management, site inspection, and documentation updates.
  - **September 15:** Final inspection conducted by USACE/ERDC teams.
  - **September 16:** Operations Manual (OM) reviewed and edited collaboratively to ensure compliance and improve maintenance guidance.
  - **September 17:** ERDC treated invasive species and tended to the native aquatics plantings at the Wetlands.
- **September 19 – Wetlands Sign Installation:**  
Installed interpretive signage to educate visitors about the Wetlands project.

## **Facility and Infrastructure Maintenance**

- **September 18 – Invasive Clearing at PLP Boat Ramp:**  
Cleared invasive brush to improve public access, enhance visibility, and maintain safe boating operations.
- **September 24 – Storm Debris Removal (PNS/ELP):**  
Post-storm cleanup was conducted at **Parkville Nature Sanctuary (PNS)** and **English Landing Park (ELP)** to ensure trails and facilities remained safe and accessible for the public.
- **September 24 – Spirit Fountain Maintenance:**  
The Spirit Fountain was fully drained, cleaned, and refilled to maintain water quality and extend mechanical lifespan.
- **September 29 – Parkville Nature Sanctuary Railing Repair:**  
Repaired sections of walkway railing within the Nature Sanctuary to ensure visitor safety and trail integrity.

## **Staff Training & Development**

- **September 17 – Chainsaw Safety Course:**  
Staff participated in a **Chainsaw Safety Course** hosted by Midwest Public Risk (MPR). The

training emphasized safe operating techniques, maintenance practices, and certification requirements, ensuring staff readiness for tree work and storm response tasks across city parks.

## Ongoing Routine Maintenance

Throughout the month of September, our team continued to carry out the core responsibilities that ensure the daily functionality, cleanliness, and safety of our parks and trails:

- **Restroom Cleaning & Supply Restocking:** Performed daily across all park facilities to maintain health and sanitation standards for visitors.
- **Shelter & Ballfield Prep:** Setup and cleanup for public reservations and private league reservations.
- **Special Event Support:** Provided logistical support including setup, signage, and coordination for scheduled events throughout the parks system.
- **Trash & Litter Removal:** Conducted consistently to maintain aesthetics and public health across trails, playgrounds, shelters, and high-traffic areas.
- **Trail System Inspections & General Maintenance:** Ensured all trails remained safe, passable, and free of hazards. Maintenance included brush trimming, clearing debris, and surface repairs as needed.
- **Mowing & Turf Management:** Regular mowing performed across all park grounds, including trails, fields, open spaces, and facility areas to ensure safe and well-maintained public use areas.

## Summary

September was a productive month, emphasizing **habitat restoration, interagency collaboration, and community beautification**. Staff balanced ongoing park operations with large-scale efforts such as the Wetlands partnership work and native planting restoration in Sullivan Nature Sanctuary. These projects continue to advance Parkville's goals of sustainability, accessibility, and public engagement within our park system.

# Monthly Activity Report



<b>Reporting Date</b>	October 5, 2025
<b>Project Report</b>	Parks and Recreation Program Report
<b>Meeting</b>	October 7, 2025 Community Land and Recreation Board Meeting
<b>Reviewed By</b>	Brittanie Propes, Parks and Recreation Director
<b>Prepared By</b>	David Mullen, Parks and Recreation Program Manager

## Summary

### New & Upcoming Parks and Recreation Programs

#### Rock the Park Concert Series (School of Rock Parkville Partnership)

- **Date:** October 17
- **Location:** McKeon Stage
- **Details:** A free concert series hosted by the School of Rock Parkville, taking place every third Friday of the month from June through October. Concerts begin at **5:00 p.m.**

#### Pumpkin Carving

- **Date:** October 23, 2025
- **Time:** 6:00–8:00 p.m.
- **Location:** McKeon Stage – English Landing Park
- **Details:** Free event! Enjoy pumpkin carving and live music from the **KC Bear Fighters** band.

#### Ghost Stories

- **Date:** October 25, 2025
- **Time:** 5:00–9:00 p.m. (First hour for Little Goblins)
- **Location:** Parkville Nature Sanctuary
- **Details:** Free family-friendly event featuring spooky stories, crafts, and characters along the trail.
  - **Volunteer Opportunity:** We are looking for volunteers to help bring this event to life!
    - Read a spooky story
    - Host a craft
    - Portray a character on the trail

- If interested, please contact **David Mullens** at [Dmullens@parkvillemo.gov](mailto:Dmullens@parkvillemo.gov) for more information.

## Other Items

- The **Parkville Nature Sanctuary** will be **closed October 24-26** for Ghost Stories preparation, the event, and tear-down.

★ **MCKEON STAGE - ENGLISH LANDING PARK** ★

JUNE 20   July 18   August 15

Sept. 19   October 17   5:00 PM

**Rock The Park**

**School of Rock Parkville**   **Parkville Parks and Recreation**

**SCHOOL OF ROCK**  
PARKVILLE (KANSAS CITY)

*Parkville*  
Missouri

**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!**

Oct 23

FREE

# PUMPKIN CARVING

6-8pm

McKeon Stage  
at English Landing Park

PARKVILLE PARKS & RECREATION

Compost  
COLLECTIVE KC  
SUSTAINABLE COMPOSTING

Parkville  
Missouri



## JOIN US FOR OUR ANNUAL PUMPKIN CARVING EVENT

We will transform hundreds of pumpkins into Jack-O-Lanterns that will be used to decorate the trails at Parkville Nature Sanctuary Ghost Stories

*Pumpkins are provided  
Please bring your own carving tools if possible.*

Live Music with  
Kansas City Bearfighters

Friends of Parkville Animal Shelter (FOPAS) will be on site promoting pet adoptions



PARKVILLE PARKS & RECREATION

SATURDAY, OCTOBER 25

# GHOST STORIES

PARKVILLE NATURE SANCTUARY

LITTLE GOBLINS HOUR 5:00-6:00PM

S'MORES & SPOOKY CAMPFIRE MUSIC 6:00PM-9:00PM

GHOST STORIES 6:30-9:00PM

HAUNTED TRAIL 7:00-9:00PM

MUSICAL PERFORMANCES BY SHORTLEAF BAND AND BENTLEY GUITAR. HAUNTED TRAIL BY LITTLE THEATER OF WESTON. FOOD WILL BE AVAILABLE FOR PURCHASE FROM FOOD TRUCKS ON SITE.

\*THE LITTLE GOBLINS HOUR IS DESIGNED FOR YOUNGER CHILDREN. THE HAUNTED TRAIL IS FRIGHTNING AND NOT SUITABLE FOR THOSE WHO SCARE EASILY.\*

FREE

PARKVILLE  
Nature  
SANCTUARY

Parkville  
Missouri

**Parkville Parks and Recreation 2025 Events**

<b>Event Name</b>	<b>Organization</b>	<b>Date</b>	<b>Type</b>	<b>Location</b>
Time Travelers Marathon	Bodies Race Company	1/4/2025	Race	ELP
Electronics Recycling and Paper Shredding	Midwest Recycling Center	2/1/2025	Program	PLP
Couple Shuffle 5K	Bodies Race Company	2/16/2025	Race	ELP
Sporting KC Rec League	Sporting KC	3/10/2025	League	Friends Field
Hero Hustle	Bodies Race Company	3/30/2025	Race	ELP
Soccer Shots Spring Season	Soccer Shots	4/2/2025	League	Friends Field
Electronics Recycling and Paper Shredding	Midwest Recycling Center	4/5/2025	Program	PLP
Path to Change 5K/Youth with Vision (cancelled)	Beacon Mental Health	4/12/2025	Race	ELP
Pruning for Beginners Class	Parkville Parks and Rec/Bridging the Gap	4/12/2025	Program	PLP
RiverPark Church Services	RiverPark Church	4/18/2025	Event	McKeon Stage
Community Heros Storytime	MCPL	4/23/2025	Program	ELP
Final Fridays in the Alley	American Legion	4/25/2025	Event	Alley
Parkville Brewfest	MSPA	4/26/2025	Festival	ELP
Parkville Farmers Market	Farmers Market Association	4/26/2025	Market	Downtown
Symphony in the Park	The Kansas City Symphony	5/1/2025	Event	ELP
Women on the Move 5K	AWLF (Womens Lawyers)	5/3/2025	Race	ELP
Storytime in the Park	Parkville Parks and Rec/Mid-Continent Public Library	5/5/2025	Program	ELP
Intro to Birding Hike	Parkville Parks and Rec/Missouri Department of Conservation	5/9/2025	Program	PLP
Northland Mothers Day 5K	Equal Start	5/10/2025	Race	ELP
Brock Allen Graduation Party	Jay Allen	5/10/2025	Event	Alley
RiverPark Church Services	RiverPark Church	5/11/2025	Event	McKeon Stage
Storytime in the Park	Parkville Parks and Rec/Mid-Continent Public Library	5/12/2025	Program	ELP
Pruning for Beginners Workday	Bridging the Gap	5/14/2025	Program	PLP
PHHS Senior Day Celebration	PHHS	5/15/2025	Event	ELP
Gateway Park Ribbon Cutting	Pincrest Neighborhood	5/16/2025	Program	ELP
Midwest Walk-Run-N-Roll	SRNA	5/17/2025	Race	ELP
Path to Parenthood 5K	KC Infertility Clinic	5/18/2025	Race	ELP
Storytime in the Park	Parkville Parks and Rec/Mid-Continent Public Library	5/19/2025	Program	ELP
Martin Luther Academy Event	End of School Celebration	5/21/2025	Program	ELP
Memorial Day Carnival	CID	5/23/2025	Festival	Downtown
Hiking with Baby!	Parkville Parks and Rec/Missouri Department of Conservation	5/24/2025	Program	PNS
RiverPark Church Services	RiverPark Church	5/25/2025	Event	McKeon Stage
Storytime in the Park	Parkville Parks and Rec/Mid-Continent Public Library	5/26/2025	Program	ELP
Urban Hike: Parkville	Parkville Parks and Rec/Missouri Department of Conservation	5/27/2025	Program	ELP
Final Fridays in the Alley	American Legion	5/30/2025	Event	Alley
Parkville 4 The Gospel	River Park Church	6/1/2025	Event	ELP
Jazz Festival	Banneker Foundation	6/7/2025	Concert	ELP
Dog Days at Barkville	Parkville Parks and Recreation	6/7/2025 +	Event	Barkville
Rolling on the River Bike Ride	Parkville and Platte County	6/7/2025	Race	ELP
Electronics Recycling and Paper Shredding	Midwest Recycling Center	6/7/2025	Program	PLP
RiverPark Church Services	RiverPark Church	6/8/2025	Event	McKeon Stage
Hometown Half Marathon	Bodies Race Company	6/14/2025	Race	ELP
School of Rock Concert	Parkville Parks and Recreation	6/20/2025	Concert	McKeon Stage
DBN Fest - CANCELLED VIA ORGANIZER	Lucas Mertz	6/21/2025	Concert	McKeon Stage
RiverPark Church Services	RiverPark Church	6/22/2025	Event	McKeon Stage
Heartland Tree Alliance	Parkville Parks and Recreation	6/25/2025	Program	PLP

Final Fridays in the Alley	American Legion	6/27/2025	Event	Alley
The Provence Wedding - CANCELLED VIA ORGANIZER	Kaitlyn Njoo Wedding	6/28/2025	Wedding	ELP
Dani Beyer Party in Parkville	Dani Beyer Real Estate	6/28/2025	Event	ELP
4th of July Parade	MSPA	7/4/2025	Parade	Downtown
RiverPark Church Services	RiverPark Church	7/6/2025	Event	McKeon Stage
Storytime in the Park	Parkville Parks and Rec/Mid-Continent Public Library	7/7/2025	Program	ELP
Storytime in the Park	Parkville Parks and Rec/Mid-Continent Public Library	7/14/2025	Program	ELP
School of Rock Concert	Parkville Parks and Recreation	7/18/2025	Concert	McKeon Stage
Storytime in the Park	Parkville Parks and Rec/Mid-Continent Public Library	7/21/2025	Program	ELP
Final Fridays in the Alley	American Legion	7/25/2025	Event	Alley
Storytime in the Park	Parkville Parks and Rec/Mid-Continent Public Library	7/28/2025	Program	ELP
AYSO Soccer Camp - CANCELLED VIA ORGANIZER	Parkville Parks and Recreation	7/28/2025	Program	Friends Field
AYSO Soccer Camp - CANCELLED VIA ORGANIZER	Parkville Parks and Recreation	7/29/2025	Program	Friends Field
AYSO Soccer Camp - CANCELLED VIA ORGANIZER	Parkville Parks and Recreation	7/30/2025	Program	Friends Field
AYSO Soccer Camp - CANCELLED VIA ORGANIZER	Parkville Parks and Recreation	7/31/2025	Program	Friends Field
AYSO Soccer Camp - CANCELLED VIA ORGANIZER	Parkville Parks and Recreation	8/1/2025	Program	Friends Field
Electronics Recycling and Paper Shredding	Midwest Recycling Center	8/2/2025	Program	PLP
Intro to Sporting Clays	Missouri Department of Conservation	8/2/2025	Program	Parma Woods
Intro to Archery	Missouri Department of Conservation	8/3/2025	Program	Parma Woods
Goudie/Quintang Wedding	Terri Rhoades	8/7/2025	Wedding	Lewis and Clark
Whispering Leave and Wild Critters	Missouri Department of Conservation	8/9/2025	Program	PNS
RiverPark Church Services	RiverPark Church	8/10/2025	Event	McKeon Stage
School of Rock Concert	Parkville Parks and Recreation	8/15/2025	Concert	McKeon Stage
Scottish Highland Games	Scottish Athletics	8/16/2025	Event	PLP
Ronald McDonald House 5k	RMHC	8/17/2025	Race	ELP
Parkville Days	MSPA	8/22/2025	Festival	Downtown
BB Gun Fun	Missouri Department of Conservation	8/23/2025	Program	PNS
Final Fridays in the Alley	American Legion	8/29/2025	Event	Alley
Intro to Sporting Clays	Missouri Department of Conservation	8/30/2025	Program	Parma Woods
RiverPark Church Services	RiverPark Church	8/31/2025	Event	McKeon Stage
Movie Night at Creekside	Parkville Parks and Recreation	9/6/2025	Event	Infield at Creekside
Bethel Neighborhood Center Pickleball Tournament - CANCELLED VIA ORGANIZER	Bethel Neighborhood Center	9/13/2025	Event	Pickleball Courts
RiverPark Church Services	RiverPark Church	9/14/2025	Event	McKeon Stage
Jazz in the Alley	Prima Facie	9/17/2025	Event	Alley
School of Rock Concert	Parkville Parks and Recreation	9/19/2025	Concert	McKeon Stage
U.S. Engineering Family Celebration	U.S. Engineering	9/20/2025	Event	ELP
Seize the Day 5k	EFMK	9/21/2025	Race	ELP
Final Fridays in the Alley	American Legion	9/26/2025	Event	Alley
Bourbon in the Park	Rose Productions	9/27/2025	Event	ELP
RiverPark Church Services	RiverPark Church	9/28/2025	Event	McKeon Stage
Out of the Darkness Walk	American Foundation for Suicide Prevention (AFSP)	10/4/2025	Race	ELP
Electronics Recycling and Paper Shredding	Midwest Recycling Center	10/4/2025	Program	PLP
MOJO Real Estate Octoberfest	MOJO Real Estate	10/11/2025	Event	ELP
Ian's Rainbow Flu Foundation Walk	Ians Rainbow Flu Foundation	10/11/2025	Race	ELP
School of Rock Concert	Parkville Parks and Recreation	10/17/2025	Concert	McKeon Stage
Dani Beyer Pumpkin Patch	Dani Beyer Real Estate	10/18/2025	Event	ELP
Pumpkin Carving	Parkville Parks and Rec	10/23/2025	Event	ELP
Strong Like Lisa 5K	Strong Like Lisa	10/25/2025	Race	ELP

Ghost Stories and Haunted Trail	Parkville Parks and Rec	10/25/2025	Event	Nature Sanctuary
Nelson Wedding	Chelsea Caldwell/Wyatt Nelson Wedding	10/25/2025	Wedding	Lewis & Clark Area
Turkey Trot 5K	Turkey Trot	11/27/2025	Race	ELP
Christmas on the River	MSPA	12/5/2025	Festival	Downtown
Trek w/Santa	Parkville Parks and Rec	12/6/2025	Event	Nature Sanctuary
Candy Cane Course 5K	Bodies Race Company	12/13/2025	Race	ELP
RiverPark Church Sports Bash - CANCELLED VIA ORGANIZER	River Park Church	7/7/2025 & 7/8/25	Event	ELP/PLP

# Monthly Activity Report



<b>Reporting Date</b>	September 2025
<b>Project Report</b>	Parks Capital Improvement Project Report
<b>Meeting</b>	October 7, 2025 Community Land and Recreation Board Meeting
<b>Reviewed By</b>	Brittanie Propes, Parks and Recreation Director
<b>Prepared By</b>	Chris Ashley, Project Manager

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
- A pedestal frame has been ordered for the Wetlands entrance sign. Park Staff will install when received.
- Pedestal signage frame has been delivered. Anticipated installation by mid-September 2025.

- Staff is working with USACE to schedule a ribbon cutting for this Fall.
- Pedestal signage has been installed.
- Ribbon Cutting Ceremony was held on September 23, 2023.
- 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.
- Park Staff is working with a graphic designer to create content for the remaining (7) educational signs. When completed, pedestal sign frames will be ordered and installed.
- 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 of 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 – E. L. Crawford, from St. Joe, Missouri, was the low bidder.
- November 4, 2024: Staff conducted an interview with E. L. Crawford to discuss the project scope of work and their experience with similar projects. Staff checked their references. All references were good.
- November 19, 2024: Staff will be recommending to the Board of Aldermen that the City move forward with E. L. Crawford's construction contract.
- E. L. Crawford is currently under contract and is mobilizing on site on Monday, January 6, 2024. E. L. Crawford will be providing an overall project schedule within the next (2) weeks. Shop drawing review is currently underway.
- E. L. Crawford has mobilized on site. Excavation and concrete pouring for the (18) column footings should be completed by 2/10/25. A weather delay of as much as 3-5 working days, starting on 2/12/25, is anticipated.
- E. L. Crawford will update staff on the project schedule at our first bi-weekly construction meeting on 2/12/25.

- Contractor has completed the following work: Column footings & CMU backup, demolition of the existing asphalt parking lot around the new structure, installation of the concrete “floor” underneath the new structure.
- It is anticipated that the wood trusses will arrive on site in the first week of May. Installation will begin immediately thereafter. The stone on the columns will also begin in early May.
- Work completed includes installation of the wood trusses, the roofing, the permanent metal bollards, concrete curbs and flatwork.
- Work currently under way includes installation of the stone column surrounds, truss and canopy wood staining, and east parking lot grading. Work to be started includes parking lot asphaltting, installation of the removeable bollards, gutters/downspouts, signage, electrical fixtures and handicap ramp handrails.
- It is anticipated that the structure and the east parking lot will be completed by July 18, 2025, and the west parking lots by August 15, 2025.
- The Farmers Market is open for business. The ribbon cutting was held on July 24, 2025.
- Building signage has been installed.
- Topsoil has been installed around the site. Park Staff will plant grass seed this Fall.
- **Building lighting, ceiling fans and handicap ramp guardrails will be installed by the end of October 2025.**
- The West Parking Lot drawings have been revised and are currently being reviewed by City Staff. Comments will be sent back to the Architect (BBN) by September 10, 2025. It is anticipated that these will be sent to the Contractor for pricing by September 12, 2025.
- Construction should take approximately 30 days.
- Change order sent to BOA on October 7, 2025.
- **Waiting on schedule from contactor to announce parking lot closure dates**
- **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.
- Tree has been removed.
- (2) new curvilinear benches should be delivered and installed by the end of February 2025. They will be located either side of the existing lamp post.
- Staff will be installing bike rack and fix-it station by the end of February 2025 (weather permitting).
- The Pinecrest Neighborhood has scheduled a ribbon cutting for May 16, 2025.

- Staff is getting quotes for a project sign.
- The bike fix-it stations and racks have been installed along the 9 HWY trail.
- The new curvilinear benches have arrived and have been assembled. They will be installed the week of April 6, 2025.
- A project sign has been ordered. Installation is anticipated around the second week of May 2025.
- *STATUS – COMPLETE*

#### 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.
- The Master Plan Survey was distributed to all households in Parkville
- The Master Plan Survey responses were collected and met the quota to reach a statistically valid reading
- The Master Plan Steering Committee met with ETC Institute and SWT Design to review the survey results
- A Joint Work Session is scheduled for January 21, 2025, at 5:15pm with the CLARB and BOA to review the Survey Results. ETC Institute and SWT Design will present the survey findings.
- The Joint Work session was rescheduled due to the weather. The new date of the joint CLARB and BOA work Session is February 18, 2025 at 5:45pm.
- The final Master Plan was presented to, and approved by, the Board of Aldermen at the July 15, 2025 meeting.
- *STATUS – COMPLETED*

## **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.
- Park Staff will be soliciting quotes next week for flashing installation between the existing chimney and roof.
- *STATUS – IN PROGRESS*

## 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.
- November 7, 2024: Ribbon cutting held.
- Additional work will be contracted out as future fundraising efforts allow. This work will include an enclosure for the existing pump controls, a Veteran's Memorial sign and a mounting surface for the braille flag that was donated by the DAR.
- The Veterans Committee is applying for a \$40,000 Platte County Outreach Grant for the purchase and installation of (6) military service branch monuments. The application deadline is January 17, 2025.
- 2/25/25: Staff will assist in a presentation of our Outreach Grant proposal to Platte County Officials. Supporters are encouraged to attend – time TBD.
- Staff was awarded a \$40,000 Outreach Grant from Platte County for the Arm Services Memorials.
- Staff has solicited quotes for (2) granite kiosks, one recognizing project donors and the other recognizing service members.
- Staff will be installing (3) memorial benches when the weather permits.
- City Staff is waiting for direction from the Veteran's Committee on which remaining portion of the project to construct next (based on available funding).
- Johnson Granite Supply has been hired to fabricate and install the granite donor kiosk. This will be located along the sidewalk adjacent to the parking lot.
- Staff is looking into graphics for a temporary wooden project sign (similar to Gateway Park). When selection has been made Staff will solicit quotes from signage companies.
- A 30 ft. long antique artillery gun is being donated by Mike Vogt. Staff will be meeting with him on site the week of 7/6/25 to identify the best location for its mounting.
- Park Staff is soliciting a quote from Metal Supermarkets out of Wichita for a mounting stand for the braille flag that was donated by the DAR.
- The braille flag has been mounted and delivered. City Staff will install once the Veteran's Committee has confirmed the final location.
- The braille flag was installed on Wednesday, October 1<sup>st</sup>.
- Fabrication of both the memorial and donor kiosks should begin this month and is anticipated to take about (3) months.
- City Staff is working with the Veteran's Committee on planning out future phase work.
- **STATUS – IN PROGRESS**

#### 9. **Bride 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
- Staff is working with McClure to determine exact location of the pedestrian bridge based on connectivity of the existing trails. Design work is continuing.
- Staff is meeting with McClure on Monday, January 6, 2025 to review 90% complete construction documents.
- It is anticipated that the project will go out to bid in mid-January 2025.
- Staff is currently reviewing the final construction documents. It is anticipated that this project will go out to bid on the week of 2/24/25.
- It is anticipated that this project will go out to bid the week of April 6, 2025.
- Bids were received on May 28, 2025. Linaweaver Construction was the low bidder and awarded the project. We are currently finalizing their contract.
- It is estimated that the project will be completed around the end of 2025.
- Linaweaver Construction has been issued a Notice to Proceed with the project.
- Shop drawings have been issued and reviewed by the Project Engineer and City Staff.
- **Fabrication of the new pedestrian bridge should begin this month. It is anticipated that it will arrive on site by the end of November.**
- **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, 2034: 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.
- November 7, 2024: RIC presented several design alternatives to Staff. Staff is currently reviewing these along with their associated cost estimates.
- City Staff is currently putting together the final bid documents for the Gabion design. It is anticipated that this project will go out to bid on the week of 2/17/24.
- City Staff held a public bid opening on March 4, 2025. It was decided to put this project on hold due to interference with the on-going construction of the Farmers Market.
- *STATUS – ON HOLD*

#### **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.
- November 5, 2024: Contractor finished work.
- *STATUS – COMPLETE*

#### **13. Friend's Shelter and Dog Park Parking Lot Restriping**

- Staff is soliciting quotes for the restriping of the Friends Shelter parking lot and the adjacent crosswalk on South Main Street.
- Heartland Traffic was the low bidder on this project. City Staff have begun the contract process.
- Contract with Heartland Traffic has been signed.
- **The striping work is scheduled for October 3<sup>rd</sup> for Friend's Shelter lot and October 6<sup>th</sup> for the Barkville/Boat Ramp lot.**
- ***STATUS – IN PROGRESS***