



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#20-09) Agenda
CITY OF PARKVILLE, MISSOURI
Wednesday, September 9, 2020 4:00 PM
Online - Zoom

In light of public health orders from the Missouri Governor and Platte County related to the COVID-19 pandemic, and given the nature of the items to be considered at this particular meeting, the members of the Community Land and Recreation Board will meet via telephone or video conference. Members of the public interested in this meeting are encouraged to listen in on the meeting via the following – Telephone: (312) 626-6799; Meeting ID: 820 0255 7724; Password: 382525 – rather than appear at City Hall.

1. CALL TO ORDER

- A. Roll Call

2. CONSENT AGENDA

- A. Approve the minutes for the August 12, 2020, regular meeting

3. NON-ACTION AGENDA

- A. Presentation on Eagle Scout Project in the Parkville Nature Sanctuary
- B. Discuss Ballfield Financing Options

4. ACTION AGENDA

- A. Design Concepts for the Adams and Watkins Neighborhood Parks
- B. Discuss 2021 Parks Capital Projects

5. STAFF UPDATES ON ACTIVITIES

- A. Parks
- B. Nature Sanctuary
- C. Public Works

6. MISCELLANEOUS ITEMS FROM THE BOARD

7. ADJOURN



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#20-7)

MINUTES

CITY OF PARKVILLE, MISSOURI

Wednesday, August 12, 2020 4:00 p.m. Via Zoom

In light of public health orders from the Missouri Governor and Platte County related to the COVID-19 pandemic, and given the nature of the items to be considered at this particular meeting, the members of the Community Land and Recreation Board will meet via telephone or video conference. Members of the public interested in this meeting are encouraged to listen in on the meeting via the following telephone number and access code – (312) 626 6799, Meeting ID: 832 5456 4572, Password: 597483 – rather than appear at City Hall (note: occupancy will be limited).

In addition, rather than appearing at City Hall to provide input at the meeting on action agenda items, members of the public may submit written testimony to the Assistant to the City Administrator in advance by noon on the day of the meeting and the testimony will be to be provided to the Community Land and Recreation Board and presented at the meeting and made part of the official record.

1. CALL TO ORDER

The meeting was called to order at 4:00 p.m. Roll was called by Anna Mitchell, Assistant to the City Administrator.

Members present were:

Absent with prior notice were:

Neil Davidson (Chair)
Michelle Flamm (Vice Chair)
Laura Ozenberger (Secretary)
Adam Zink
Steven Sturgess
Bill Gresham
Linda Arnold
Susan Robb

Bob Stuteville

Mark Sportsman (Liaison)

A quorum of the Board was present.

Anna Mitchell, Assistant to the City Administrator; Alysén Abel, Public Works Director; Tom Barnard, Parks Superintendent; Chris Ashley, Project Manager; Kristen Bontrager, Nature Sanctuary Director; and Bonnie Buckmaster, Public Works Assistant was present on behalf of the City.

2. CONSENT AGENDA

1. Approve the minutes for the July 8, 2020 Regular Meeting

**LAURA OZENBERGER MOVED TO APPROVE THE MINUTES
FOR THE JULY 8, 2020 REGULAR MEETING; ADAM ZINK
SECONDED MOTION PASSED 8-0.**

3. NON-ACTION AGENDA

A. Park Sales Tax Update

Anna Mitchell, Assistant to the City Administrator presented a park sales tax update. The month by month breakdown was included in the CLARB packet. The impact from the Coronavirus did not affect the projected totals. Alysén Abel, Public Works Director, discussed the expenditures to date, which included:

- Ballfield's planning and the design build concept will go out to bid
- Pickleball courts - agreement is being finalized
- Dog park shade structures have been completed and the shade screens for the shelters will be installed
- Public outreach for the Adams and Watkins Parks
- Outreach grant was approved for the Waddell A Truss Bridge lighting
- Pocket Park Master Plan is underway
- The park entry signs will be approved later this year.
- Roundabout makeover – the PNS Director will be working on this within the budget.

Staff will continue to monitor the budget and revenues to be within the spending allowance.

The discussions included the allocated funds for pocket park and the planning process, which is in the preliminary stages. The ballfield project is a long range plan that may need financed with other funds, which this is being reviewed. There will be a budget priority list brought before CLARB in September and there will be work sessions, and then the priority list will go before the Board of Aldermen for approval. The pickleball court project will also include a request for bids for the sidewalks and lighting. Adams and Watkins parks' projects are in the preliminary planning stage with heavy public outreach which includes online surveys and images for community input.

B. Pocket Park Master Plan Discussion

Alysén Abel gave an update to the Pocket Park discussions. There has been a small stakeholder committee formed which included Aldermen, City Staff, and some surrounding business owners. There has been two stakeholder meetings, to date, which reviewed two concept designs for the Pocket Park Master Plan. A joint work session was held with the Board of Aldermen and Community Land and Recreation Board. A video of the work session is available on the city's website. A public forum is set for next week via zoom 3:00 p.m. Tuesday, August 18th, if CLARB members would like to attend. The two design concepts were included in the CLARB packet for review. An online survey will be available starting Monday, August 17th and will end Friday September 4th.

Discussions included the amount of money that is projected for Pocket Park. Abel and Aldermen Sportsman explained that the numbers were a surprise and that this is the investigative stage and that nothing has been committed to. According to the masterplan, the plan is to improve the community parks, which includes pocket park. Other concerns is the deterioration of the area and safety concerns.

C. Park Mural

Staff was approached by a local artist to paint a mural on several areas in the parks which could include the privacy fence near the trail, dumpster fence or on the restroom in English Landing Park. Abel showed some images to CLARB for input. Staff could also get community input. The artist would do this free of charge, with the city giving \$600 for supplies. CLARB was in favor

and directed staff to move forward. Secretary, Laura Ozenberger volunteered to assist in decision making.

4. ACTION AGENDA

A. Park Naming Recommendation

Alysen Abel, Public Works Director, gave a background on the 2020 Parks Capital Improvements Program that includes the development of design concepts for the monument signs at the entrances to English Landing and Platte Landing Parks. During the June 10, 2020 CLARB meeting, the group discussed thoughts on re-naming the river front park system. The design of the monument sign is on hold until a decision is made regarding the naming convention. Abel explained that staff recommends keeping the two named park, since it is a well-established name and makes it easier for staff to differentiate the areas. Staff is looking for a recommendation to the Board of Aldermen.

CLARB took a roll call vote with the following motion:

ADAM ZINK MOVED TO RECOMMEND TO THE BOARD OF ALDERMEN TO CHANGE THE NAME OF BOTH PARKS TO ENGLISH LANDING PARK WITH EAST AND WEST; LAURA OZENBERGER SECONDED; MOTION TIED 4-4

Michelle Flamm – Aye

Neil Davidson – Nay

Laura Ozenberger – Aye

Adam Zink – Aye

Susan Robb – Nay

Steven Sturgess – Aye

Bill Gresham – Nay

Linda Arnold - Nay

B. Approve a work authorization with Vireo for the design of park directional signage

Alysen Abel, Public Works Director, explained that on April 21, 2020, the work authorization with Vireo for the monument design concepts was approved by the Board of Aldermen in the amount of \$12,800. Vireo provided an additional scope and fee in the amount of \$12,850, which includes the style guide for the directional signage as well as the design of wayfinder signs.

Susan Robb left the meeting at 5:18 p.m.

Discussion included the cost estimate provided by Vireo and that the schedule would need to be updated due to a delay in the project. It is projected that this project could be completed by late fall.

ADAM ZINK MOVED TO RECOMMEND TO THE BOARD OF ALDERMEN TO APPROVE A WORK AUTHORIZATION WITH VIREO FOR THE DESIGN OF PARK DIRECTIONAL SIGNAGE; MICHELLE FLAMM SECONDED; MOTION PASSED 7-0

1. Declare the Boat Ramp in English Landing Park obsolete

Abel showed pictures of the boat ramp and requested that the boat ramp become obsolete and put in removable bollards to block access, and still allow access in an emergency. There are safety issues and the boat ramp is unusable for boat entry.

ADAM ZINK MOVED TO DELARE THE BOAT RAMP OBSOLETE, BILL GRESHAM SECONDED; MOTION PASSED 7-0.

5. STAFF UPDATES ON ACTIVITIES

- A. July Parks Report – Included in the CLARB Packet
- B. July Nature Sanctuary Reports – Included in the CLARB Packet. Kristen Bontrager gave a brief update which included the first Eagle Scout project that worked on trail erosion and have gotten 15 new volunteers that did a lot of trail maintenance and debris clearing from the waterfall. Volunteers from Heartland Tree Alliance with Bridging the Gap to plant over 40 native trees. The Friends of Parkville and Kristen unanimously voted to turn the ghost stories to a virtual event. More information to come. There will be two interns to start in September form the Parkhill School District with the NCAPS program. Kristen will also be helping out with the wetland project.
- C. July Public Works Report – Included in the CLARB Packet
- D. Mo Riverfront Trail Construction Update – Platte County approved the update for the contract with Blue Moon Construction. The precast bridge has been ordered which will take 3 months to complete. Will not need to hire a flagger. Mitchell will get the drawings for the fencing from Riverside and will also forward the contracts to Adam Zink to review.
- E. Wetland project – A temporary fence has been installed around the area to keep people out, so that the grasses can be established. Projected should be completed by the end of the month.
- F. Grasses between the trees – Alysén Abel has contacted the contractor to maintain this area.
- G. Pickleball courts update – still waiting on insurance documents, hoping to get by the end of the week. Will have a kick off meeting once received. Would like someone from CLARB to be involved with the north/south or east/west layout. Staff will get quotes for the fence and sidewalk and future decision of lighting. Aldermen Marc Sportsman suggested to send out an RFQ for the lighting.
- H. Basketball court size – There was a discussion of putting in a temporary community ice rink on top of the court. Staff will check into the sizes.

6. MISCELLANEOUS ITEMS FROM THE BOARD

6. ADJOURN

MICHELL FLAMM MOVED TO ADJOURN AT 6:00 P.M LAURA OZENBERGER SECONDED; MOTION PASSED 7-0.

The minutes for August 12, 2020 having been read and considered by the Community Land and Recreation Board, were approved on this the 9th Day of September, 2020.

Bonnie Buckmaster, Public Works Assistant

Approval date

ITEM 3.A.

For 9/9/2020

Community Land and Recreation Board Meeting

CITY OF PARKVILLE Policy Report

Date: September 3, 2020

Prepared By:

Kristen Bontrager

Reviewed By:

Alysen Abel, Public Works Director

ISSUE:

Presentation on Eagle Scout Project in the Parkville Nature Sanctuary

BACKGROUND:

The majority of the work performed in the Nature Sanctuary is through the generosity of its volunteers. The local Boy Scout troops have generously given several projects to the Parkville Nature Sanctuary over the year. When contacted, the City representatives meet with the Eagle Scout candidates to discuss the needs of the Nature Sanctuary to determine the best fit for them.

BUDGET IMPACT:

There is no budget impact associated with this item.

ALTERNATIVES:

1. Receive a presentation associated with the Eagle Scout project.
2. Postpone this item.

STAFF RECOMMENDATION:

The City benefits greatly from the volunteer efforts like the Eagle Scout projects. We are thankful for their contribution to our community.

POLICY:

Parkville Municipal Code Section 150.050(A) directs CLARB to act in an advisory capacity to the Board of Aldermen to develop and administer a writer plan for the care, preservation, pruning, planting, replanting, and removal or disposition of trees and shrubs along streets and in other public areas. As CLARB serves in an advisory capacity, its recommendations must be approved by the Board of Aldermen.

SUGGESTED MOTION:

Since this is a non-action agenda item, no motion is necessary.

ATTACHMENTS:

1. Eagle Scout Presentation



Prabhav Pagadala

Eagle Scout Project – Old Kate Trail Restoration

August 22nd, 2020

Old Kate Trail Restoration – Scout volunteers 16, Adult Supervision 5



Date : 8/22/2020
Time: 10 AM CST – 2:30 PM CST

ITEM 3.B.

For 9/9/2020

Community Land and Recreation Board Meeting

CITY OF PARKVILLE Policy Report

Date: September 3, 2020

Prepared By:

Alysen Abel, Public Works Director

Reviewed By:

Anna Mitchell, Asst. to the City Administrator

ISSUE:

Discuss Ballfield Financing Options

BACKGROUND:

One of the key elements from the 2016 Parks Master Plan is the construction of baseball and multipurpose fields in Platte Landing Park. The City has engaged McClure Engineering to provide a preliminary design layout for the fields. Staff is currently working on the bid documents for a design / build project delivery. These documents will be released later this month.

With the approval of the Platte County Parks Sales Tax, there is funding available for large capital projects in small communities like Parkville in the sales tax reserves. The City would like to gather support from the Community Land and Recreation Board (CLARB) to solicit the County for a portion that grant funding.

BUDGET IMPACT:

There is no budget impact associated with this item.

ALTERNATIVES:

1. Provide feedback to staff regarding the ballfield project.
2. Postpone this item.

STAFF RECOMMENDATION:

Staff recommends soliciting grant funding from Platte County for the construction of the ballfields in Platte Landing Park.

POLICY:

Parkville Municipal Code Section 150.050(A) directs CLARB to act in an advisory capacity to the Board of Aldermen to develop and administer a writer plan for the care, preservation, pruning, planting, replanting, and removal or disposition of trees and shrubs along streets and in other public areas. As CLARB serves in an advisory capacity, its recommendations must be approved by the Board of Aldermen.

SUGGESTED MOTION:

Since this is a non-action item, there is no motion necessary.

ATTACHMENTS:

None

CITY OF PARKVILLE
Policy Report

Date: September 3, 2020

Prepared By:

Alysen Abel, Public Works Director

Reviewed By:

Anna Mitchell, Asst. to the City Administrator

ISSUE:

Design Concepts for the Adams and Watkins Neighborhood Parks

BACKGROUND:

In November 2016, the Board of Aldermen adopted the Parks Master Plan. Although the primary focuses of the master plan were English Landing and Platte Landing parks, the study did address the need to upgrade the neighborhood parks, including Adams and Watkins parks located downtown.

The following recommendations were included in the 2016 Parks Master Plan:

Adams Park:

1. Replace the concrete pad under the shelter and walk leading to it.
2. Replace the shelter.
3. Provide new picnic table and seating under shelter.
4. Consider the potential for flower beds.

Watkins Park:

1. Replace play areas with updated equipment which accommodates a wider demographic.
2. Repair asphalt trail.
3. Replace shelter.
4. Consider the potential for raised bed community gardens.

The 2020 Capital Improvements Program (CIP) includes funding available for improvements to Adams and Watkins parks. Based on additional discussions associated with this project, there is a desire to gain input from the residents who would utilize the parks and their amenities.

On October 3, 2017, the Board of Aldermen approved a professional services agreement with Vireo who was selected because of their experience with the City's Parks Master Plan. In addition to their knowledge and experience with drafting the 2016 Plan, Vireo is one of the leading consultants in public engagement. As projects are identified, the City can engage the consultants through a work authorization under the master agreement. On April 16, 2020, the Board of Aldermen approved a work authorization with Vireo for the public engagement and preliminary design for Adams and Watkins neighborhood parks.

The public engagement started in July, with an in-person open house. Although there were a few people who attended the open house, there were a lot of one-on-one conversations with residents who live near both parks. An on-line survey was released following the open house, to gain feedback about both parks from the community. There were 69 responses to the survey.

Based on the feedback from the survey, the consultant developed two options to start the conversation with staff. Based on the City staff's knowledge of the parks, and input from the online survey results, the preliminary concept was refined.

BUDGET IMPACT:

The 2020 Capital Improvement Program includes funding available for the public engagement and preliminary concepts for the Adams and Watkins neighborhood parks. Additional funds will be necessary in future years to construct elements of the master plan.

ALTERNATIVES:

1. Recommend approval of the master plan concepts for Adams and Watkins Parks.
2. Provide feedback associated with the preliminary concepts.
3. Postpone this item.

STAFF RECOMMENDATION:

Staff recommends the approval of the master plan concepts for Adams and Watkins Park. There needs to be discussion about the priorities associated with each of the parks, based on funding available.

POLICY:

Parkville Municipal Code Section 150.050(A) directs CLARB to act in an advisory capacity to the Board of Aldermen to develop and administer a writer plan for the care, preservation, pruning, planting, replanting, and removal or disposition of trees and shrubs along streets and in other public areas. As CLARB serves in an advisory capacity, its recommendations must be approved by the Board of Aldermen.

SUGGESTED MOTION:

I move to recommend that the Board of Aldermen approve the master plan concepts for Adams and Watkins Parks.

ATTACHMENTS:

1. Adams Park Concept
2. Watkins Park Concept
3. Adams & Watkins Presentation



- A. New Loop Walk
- B. Stairs (as needed)
- C. Park Bench or Porch Swing
- D. Embankment Slides
- E. Existing Stairs (to remain)
- F. Stone Wall
- G. Yard Games
- H. Play Equipment
- I. Landscape Bed
- J. Drinking Fountain
- K. Shelter
- L. Dog Waste Station
- M. Dry Creekbed & Plantings
- N. Split Rail Fence
- O. Park Signage
- P. New Parking

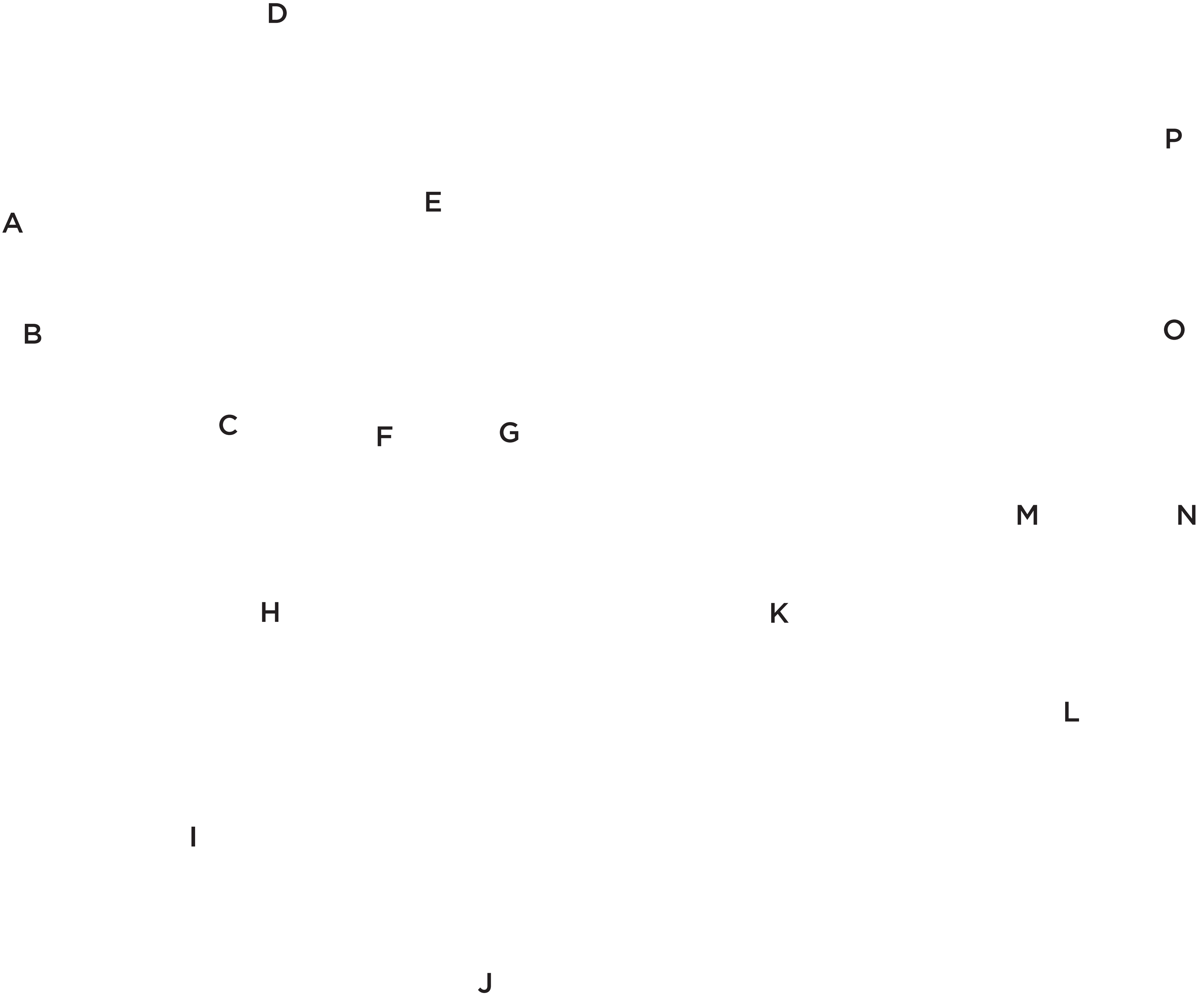
Existing Embankment

13TH ST

WALNUT ST

CONCEPT B

West St



Adams & Watkins Parks

CLARB Update
September 9, 2020

Public Input

- ▶ July 23rd - Public Open House (total of 10 attendees)
- ▶ July 23rd -31st - Online Survey (total of 72 participants)
- ▶ July 23rd - 31st - Graphic Boards & Survey Links posted at City Hall & YMCA



What is
**YOUR
VISION?**

Adams & Watkins Parks

What's Happening
On April 2, 2019, Parkville residents passed **Proposition P**, a 1/2 cent sales tax that is dedicated to the improvement of park and recreation facilities in Parkville. The City's Community Land and Recreation Board, made up of Parkville residents, has established priority improvements to the City's park system. The top three priorities include 1) trail connectivity; 2) completion of the ballfields and multipurpose fields in Platte Landing Park; and 3) upgrade and maintenance of smaller neighborhood parks and trails that have a more direct impact to community members in the area.

We want to hear from you!
As a part of this effort, the City identified the need to develop a new vision for both **Adams and Watkins Parks**. Input from all residents is important and the City wants to hear from you! Take the survey to share your thoughts. Input gathered from the survey will be used to develop initial design concepts for each park.


SCAN ME

Take the Online Survey
Scan this QR Code
or go to
<https://www.surveymonkey.com/r/AdamsAndWatkinsParks>
Chris Ashley
City Project Manager
816) 741-7876
Survey is live through July 31, 2020

THOUGHTS
CONCERNS
IDEAS
QUESTIONS

What you can do


Look at the Displays
The first round of Display Boards will be at City Hall and the YMCA.
July 27th - 31st
The second round will show final concept renderings of both Adams and Watkins parks and will be displayed Fall of 2020.


Take the Online Survey
Scan the QR Code
or go to:
<https://www.surveymonkey.com/r/AdamsAndWatkinsParks>
Input gathered from the survey will be used to develop initial design concepts for each park.


Use the Paper Survey
Paper copies of the survey are available near the displays or at City Hall.
Leave the completed survey in the box next to the display.
You can also take it to City Hall or mail in by July 31 to:
Adams and Watkins Parks Improvements
Parkville City Hall
888 Clark Ave
Parkville, MO 64152


Contact Us
Facebook: @CityOfParkville
Twitter: @parkvillemo
Chris Ashley
City Project Manager
816) 741-7876
CAshley@parkvillemo.gov

Page 15 of 36

Do you currently visit Adams Park?

Adams Park



What amenities would you most like to see at Adams Park?

			
Small Playground	Sidewalk Connections	Improved Shelter	Community Gardens / Raised Beds
			
Porch Swings	Site Furnishings & Lighting	Landscape & Beautification	Perimeter Enhancements

What other ideas do you have for Adams Park?

Parkville

Do you currently visit Watkins Park?

Watkins Park



What amenities would you most like to see at Watkins Park?

			
New Playground	Improved Loop Trail	Improved Shelter	Community Gardens / Raised Beds
			
Improved Half Court Basketball	Multigenerational Play	Landscape & Beautification	Perimeter Enhancements & Sidewalk Connections

What other ideas do you have for Watkins Park?

Parkville

Adams Park

2016 Parks Master Plan Recommendations

Adams Park

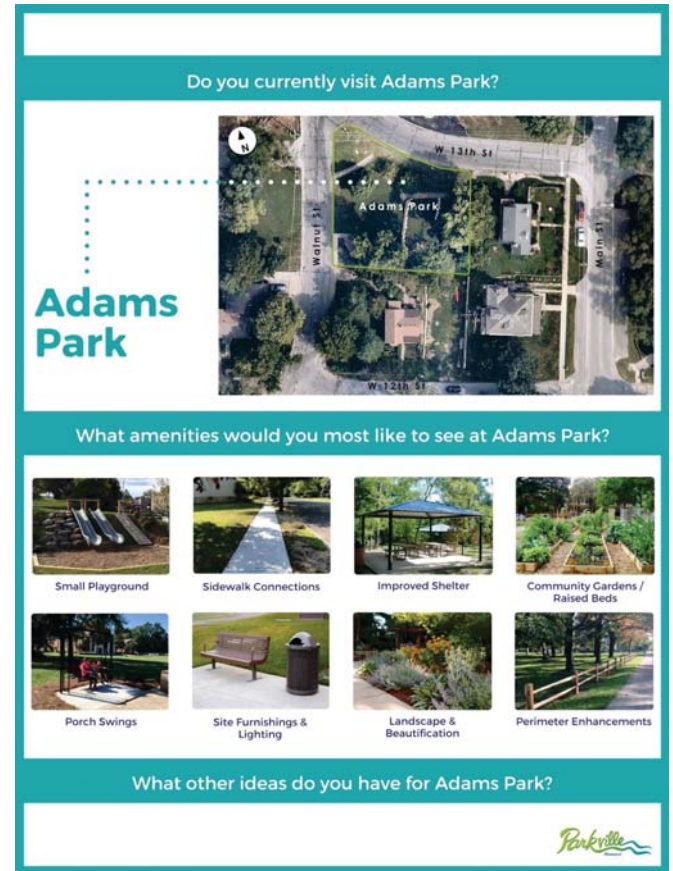
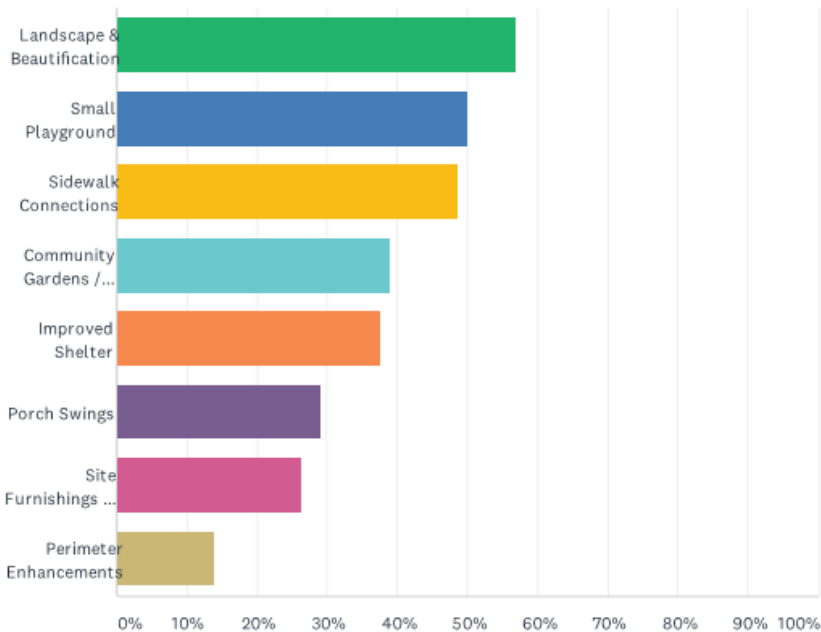
- ▶ Replace the concrete pad under the shelter and the walk leading to it.
- ▶ Replace shelter and seating underneath.
- ▶ Consider the potential for raised bed community gardens

Open House Comments

Adams Park

- ▶ Mowing is inconsistent and chemical treatments (Roundup) are killing grass unnecessarily.
- ▶ There are a lot of kids in the downtown area now so new play equipment would be good.
- ▶ There are dead trees that need to be removed.
- ▶ There is a tree with branches overhanging power lines.
- ▶ There are ruts on the hillside to the south from mowers.
- ▶ Consider a shelter with more than 1 picnic table.
- ▶ Emptying of trash cans has not been consistent.
- ▶ Consider new landscaping/beautification on the northeast corner.
- ▶ Consider adding dog poop stations with bags.
- ▶ Consider a new shelter.
- ▶ Consider adding flowering trees.
- ▶ Consider a 'sitting area' on the terrace.

Survey Responses - Adams Park



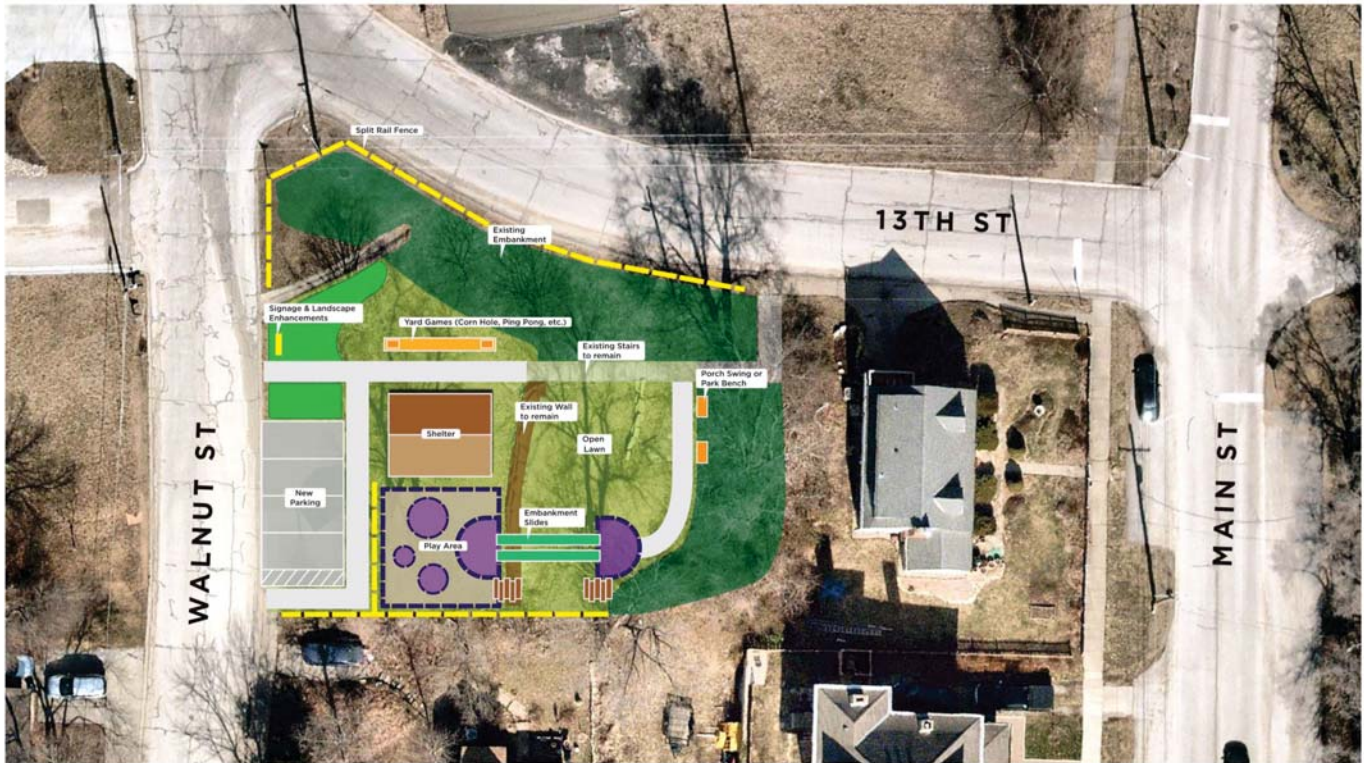
Survey Responses - Adams Park

Do you currently visit Adams Park? Please explain why, or why not.

- ▶ No, there is limited seating and no parking. It feels intrusive to the property adjoining it.
- ▶ Yes. It's an in between point for my kids and neighbor kids.
- ▶ Yes, my kids use it as a place to play with friends from time to time.
- ▶ No, we are close enough to walk there but current amenities feel sad and empty.

What ideas do you have for Adams Park?

- ▶ Please a sidewalk - if we ever go back to school it will be much safer for my kids to get to the bus. Any playground equipment, our youngest is six and we have years of use ahead of us.
- ▶ I think the most valuable enhancement would be a small playground and perhaps swingset forkids because a lot of school age children live within walking distance.
- ▶ A small, but accessible playground would be lovely. We would be there once a week at aminimum
- ▶ Nothing, sell the land and build a house



ADAMS PARK
PARKVILLE, MO

CONCEPT A



0 10 20 40 Feet



ADAMS PARK
PARKVILLE, MO

CONCEPT B



0 10 20 40 Feet

PROPOSED MASTER PLAN Adams Park

- Play equipment on 3 terraces encourages physical activity in a unique setting.
- Mulched play areas helps reduce turf maintenance.
- Landscaping serves multiple purposes: beautification, buffer between conflicting uses, and erosion control.
- Enhanced drainage gutter to be a dry creek bed with boulders and native plantings.
- Picnic Shelter – 16'x24' – accommodates approximately 3 to 4 picnic tables.
- Split-rail fence provides definition while enhancing aesthetics and sense of safety.
- Site furnishings include: benches, dog waste station, drinking fountain, and trash receptacle.
- Cornhole on the upper terrace.



Watkins Park

2016 Parks Master Plan Recommendations

Watkins Park

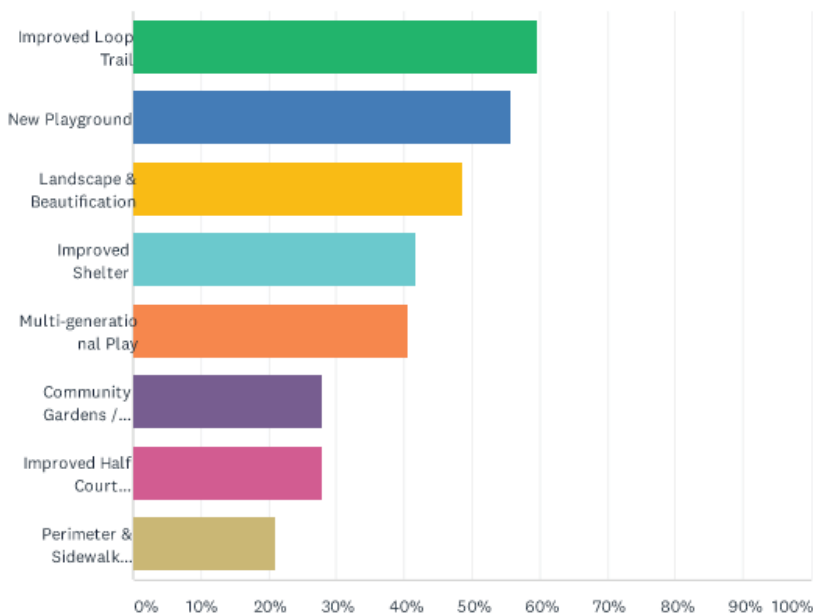
- ▶ Replace play areas with updated equipment which accommodates a wider demographic.
- ▶ Repair asphalt trail.
- ▶ Replace shelter.
- ▶ Consider the potential for raised bed community gardens - interest to champion this expressed by a Main Street resident during public engagement.

Open House Comments

Watkins Park

- Consider stabilizing the streambank and implementing water quality improvements.
- Plant natives along the streambank.
- Would like to see a new basketball court.
- Widen and resurface asphalt trail.
- Keep central green space open and unprogrammed.
- Regrade / fill in low spots in central green space to be flatter and more accommodating of a variety of uses.
- Consider adding family game types of activities.
- Hammocks?
- Beautification / landscaping improvements should be simple and low maintenance.
 - Possibly minimize only to plantings at the park sign.
- Consider adding a plaque or signage telling about Bruce Watkins and his contributions to the area.
- Keep any new play equipment simple – teenagers seem to abuse what's there now.

Survey Responses - Watkins Park



Survey Responses - Watkins Park

Do you currently visit Adams Park? Please explain why, or why not.

- ▶ No, I did not realize it was a park.
- ▶ It looks like it's part of someone's yard and I feel like I would be invading.
- ▶ Yes, my family and I frequently go on walks by the park and around the loop trail.
- ▶ Yes-I have walked the path around the playground. My kids refer to this playground as "the saddest little park that ever was". It's a great space but the park is not very appealing and out of date..

What ideas do you have for Adams Park?

- ▶ I feel like putting in some sort of fencing and more landscaping would make it feel like it's a park and not part of someone's yard because it's right next to a home.
- ▶ Our young kids would be thrilled to have a real playground here. Their current favorite place to go is the new EH Young Riverfront Park. They always beg us to take them there. If Watkins Park could be even just a tiny bit reminiscent of some of the fun features there, they would never want to leave Parkville! A small, but accessible playground would be lovely. We would be there once a week at a minimum.
- ▶ Although Watkins Park is slightly larger than the Adams Park, the fact remains that it is still a small park - as such not too many things can fit in the park. It would be best to improve current amenities: better walking path, trees & shelter maintenance, improved half court basketball.



WATKINS PARK CONCEPT A
PARKVILLE, MO



0 20 40 80 Feet



WATKINS PARK CONCEPT B
PARKVILLE, MO



0 20 40 80 Feet



WATKINS PARK
PARKVILLE, MO

PROPOSED MASTER PLAN
SEPTEMBER 2020

Watkins Park – Proposed Master Plan

- 6' wide concrete loop trail (560' total) – asphalt would reduce upfront costs but increase maintenance over time.
 - Total proposed loop trail length is approximately 1/10th of a mile and is about 100' longer than the existing.
- Pickleball - The existing asphalt paving could be repurposed (possibly resurfaced) to accommodate pickleball. This reduces the cost of base material and grading. If this featured is desired it would impact our current layout of the trail. If not desired the length of trail is maximized.
- 2 concrete ADA van accessible stalls and 6 standard asphalt stalls.
- Resurface Basketball Court and install new goal.
- Picnic shelter – 20'x30' – accommodates approximately 4-6 picnic tables.
- Regrade open lawn area and seed.
- Split-rail fence provides definition while enhancing aesthetics and sense of safety.
- Benches are provided along the trail with additional assumed to be in the playground area.
- Playground assumed to have a medium size anchor play system with a few additional stand alone pieces.
- Site furnishings include: benches, dog waste station, drinking fountain, trash receptacle.
- 2 Interpretive signs are proposed: one telling the story of Bruce Watkins, the other the history of Bannekar School.
- 3 Fitness stations are proposed including 1 or 2 pieces of equipment at each and surfacing.
- Streambank erosion control measures assumed to include some grading, clearing/thinning of vegetation, seeding, and some new native plantings.

THANK YOU!

ITEM 4.B.

For 9/9/2020

Community Land and Recreation Board Meeting

CITY OF PARKVILLE Policy Report

Date: September 3, 2020

Prepared By:

Alysen Abel, Public Works Director

Reviewed By:

Anna Mitchell, Asst. to the City Administrator

ISSUE:

Discuss 2021 Parks Capital Projects

BACKGROUND:

The City operates on a January 1 to December 31 fiscal year and therefore must adopt the 2021 budget before the end of the calendar year. At the Board of Aldermen level, the process involves four budget work sessions followed by a public hearing to review and adopt the final budget. Part of this process is the adoption of the annual Capital Improvement Program (CIP). The CIP reflects the priorities of the governing body for the immediate future, but is evaluated on an annual basis and is adjusted to reflect changing needs and conditions.

Each department/division submits CIP requests to the City Administrator for preparation of the recommended budget to the Board of Aldermen during the budget process. This document is based on last year's CIP and other internal evaluations. Projects that are not anticipated to be funded or accomplished within the 6-year CIP planning period are listed as unfunded "future" projects. These future projects will assist with CIP preparation in future budget years and create a catalog of unmet community needs.

On October 10, 2018 and January 9, 2019, CLARB held work sessions to discuss the 2016 Parks Master Plan and to prioritize the projects outlined in the master plan. The priorities were approved by CLARB during the February 13th CLARB meeting. The approved list of priorities is included as Attachment 1.

City staff recommends that the Community Land and Recreation Board (CLARB) provide direction and feedback on the proposed draft CIP document. The discussion will provide the information needed to develop an informed and realistic Parks and Nature Sanctuary Division CIP. The Board of Aldermen will review the CIP recommendations during its budget work sessions in October and November. Final adoption of the budget is anticipated in December 2020.

BUDGET IMPACT:

The Parks Sales Tax includes an estimated \$500,000 each year, for park improvement projects. The Capital Improvement Program serves as a roadmap for the upcoming year.

ALTERNATIVES:

1. Recommend approval of the proposed Capital Improvement Program.
2. Provide feedback to staff associated with the proposed Capital Improvement Program.
3. Postpone this item.

STAFF RECOMMENDATION:

Staff recommends approval of the proposed Capital Improvement Program for the 2021 budget year.

POLICY:

Parkville Municipal Code Section 150.050(A) directs CLARB to act in an advisory capacity to the Board of Aldermen to develop and administer a writer plan for the care, preservation, pruning, planting, replanting, and removal or disposition of trees and shrubs along streets and in other public areas. As CLARB serves in an advisory capacity, its recommendations must be approved by the Board of Aldermen.

SUGGESTED MOTION:

I move to recommend to the Board of Aldermen the proposed 2021 Capital Improvements Program associated with the parks priorities.

ATTACHMENTS:

1. CLARB Priorities
2. Parks CIP Workbook

2018-19 Community Land and Recreation Board Priorities

High Importance

1. Trail Connectivity
 - a. Completion of the Riverfront Trail
 - b. Continuation of the Loop Trail (continuing west from Platte Landing Park and then north on to Brush Creek Trail)
 - c. Continuous trail from Highway 45 to downtown Parkville.
 - d. Increased Neighborhood trails for better connectivity to local parks
2. Ball Fields
 - a. Completion of the baseball complex and six multipurpose fields located in Platte Landing Park along with the associated parking needs.
3. Upgrade and maintenance of smaller neighborhood parks and trails
 - a. Adams and Watkins parks. Ensuring that resources brought in are not just funneled toward English Landing and Platte Landing parks, but also applied to smaller areas that have a more direct impact on community members in the area.
 - b. Pocket Park – safety and maintenance upgrades
4. Parking to accommodate a larger amount of people in the parks
5. Create a stand-alone Parks Department
 - a. Parks Director, possibly additional labor staff according to the Master Plan

Medium Importance

6. Extension of McAfee Road further into English Landing Park with additional parking in the area. Keep Busch drive as a pedestrian walkway to continue its use for events and festivals.
7. An additional playground in the ball park area.
8. Picnic areas near Sullivan Nature Sanctuary to accommodate for ball park users.
9. Entry Gateway on Main Street just South of the Railroad tracks. To be done after the completion of the main upgrades to the park.
10. Parking stalls with a view of the river in Platte Landing Park for more access to the trail.

Low Importance

11. Pedestrian Bridge over White Alloe Creek once additional parking is installed for easier access to English Landing Park.
12. River and creek bank stabilization and beautification
13. Farmers Market Refurbishment or Relocation.
14. Purchase work order software system for easier communication for the park's needs.
15. Stage to be used for future events in the large plaza area.
16. Canoe lockers for visitors traveling down the river to use for a stopping point.

PARKS BUDGET IMPACT															
Priority	Division	Type	New or Replacement?	Name	Project Description	Funding Source	Total Cost	Parks Sales Tax Total	2021	2022	2023	2024	2025	Future	
1	Parks	Project	New	PLP BallFields Phase One	Engineer and construct new practice fields in Platte Landing Park.	100% Parks Sales Tax	\$ 2,500,000	\$ 2,500,000	\$ 800,000	\$ 1,500,000					
2	Parks	Project	New	PLP BallField Phase Two	PLP BallFields Donation Projects (Concession Stand, Restrooms, other amenities)	Parks Donations/General Fund	\$ 500,000	\$ -	\$ 500,000						
3	Parks	Project	New	Pickleball Courts	Engineer and construct new two pickleball courts in English Landing Park.	100% Parks Sales Tax	\$ 100,000	\$ 100,000							
4	Parks	Project	New	Dog Park Shade Structure	Construct a shade structure at the entrance of the two dog parks in Platte Landing Park.	50% Outreach Grant 50% Parks Sales Tax	\$ 32,000	\$ 16,000							
5	Parks	Project	Replacement	Adams/Watkins Parks Planning	Community Engagement Adams and Watkins Park	100% Parks Sales Tax	\$ 18,500	\$ 18,500							
6	Parks	Project	Replacement	Adams Park Improvements	Improvements based on community engagement	100% Parks Sales Tax	\$ 50,000	\$ 25,000	\$ 25,000						
7	Parks	Project	Replacement	Watkins Park Improvements	Improvements based on community engagement	100% Parks Sales Tax	\$ 25,000	\$ 25,000	\$ 25,000						
8	Parks	Project	New	Waddell Bridge Improvements	Paint the existing bridge structure and install lighting.	100% Parks Sales Tax	\$ 100,000	\$ 50,000							
9	Parks	Study	New	Pocket Park Master Plan	Hire consultant to perform master plan for long-term improvements to Pocket Park.	100% Parks Sales Tax	\$ 50,000	\$ 25,000							
10	Parks	Project	New	Pocket Park Construction	Pocket Park Master Plan Improvements	50% Parks Sales Tax 50% General Fund	\$ 150,000	\$ 75,000	\$ 25,000	\$ 125,000					
11	Parks	Project	New	Entry Signs for ELP / PLP	Hire consultant to design the concepts for the entry signs for ELP/PLP	100% Parks Sales Tax	\$ 30,000	\$ 15,000							
12	Parks	Project	New	Entry Signs for ELP / PLP	Entry Sign Construction	100% Parks Sales Tax	\$ 100,000	\$ 100,000	\$ 100,000						
13	Parks	Project	New	Roundabout Makeover	Improve the appearance of the landscape island located at the end of Busch Drive in English Landing Park.	100% Parks Sales Tax	\$ 120,000	\$ 60,000	\$ 60,000						
14	Parks	Equipment	New	Ballfield Drag	Replace the existing a 3-wheel drag for ballfield maintenance.	100% General Fund	\$ 20,000	\$ 10,000	\$ 10,000						
15	Park	Equipment	New	ELP Playground Upgrade	Upgrade the existing playground areas in English Landing Park.	50% Outreach Grant 50% Parks Sales Tax	\$ 25,000	\$ 25,000	\$ 25,000						
16	Park	Equipment	New	Trail Grading Equipment	Purchase trail grading equipment to maintain the chat trails in the park	100% General Fund	\$ 5,000	\$ 5,000	\$ 5,000						
17	Parks	Equipment	Replacement	JD 6-Series Tractor with Turf Tires	Replacement for aging (30+ years) tractor in fleet used primarily to mow riverfront parks. Can also handle a boom mower (shared with Streets) for mowing medians and riverbank.	100% General Fund	\$ 55,000	\$ 55,000	\$ 55,000						

Priority	Division	Type	New or Replacement?	Name	Project Description	Funding Source	Total Cost	Parks Sales Tax Total	2021	2022	2023	2024	2025	Future
Future	Parks	Project	New	Parks HQ Office Renovations	Install new vinyl floor coverings, paint finishes, plumbing fixtures, light fixtures, Kitchenette with cabinetry and minor appliances, furnishings including a desk, chairs and bookcase.	100% General Fund	\$ 10,612							\$ 10,612
Future	Parks	Multi-year Project	New	Alloe Creek/English Landing Park Flood Berm (Stream bank upgrade)	Multi-year project to construct the White Alloe Creek flood berm in phases. Will involve flat rock creek banks between railroad tracks and Alloe crossing.	100% General Fund	\$ 150,000							\$ 150,000
Future	Nature Sanctuary	Project	New	Additional Access Points	Provide additional access points to the Nature Sanctuary from Park University / Riss Lake. This includes improvements to parking areas and signage.	80% General Fund; 20% Nature Sanctuary Fund	\$ 80,000							\$ 80,000
Future	Parks	Project	New	Farmers Market	Construct new Farmers Market building	100% Parks Sales Tax	\$ 250,000							\$ 250,000
Future	Parks	Project	New	Trail Lighting - Platte Landing Park	Install solar lighting along the loop trail in Platte Landing Park.	100% General Fund	\$ 100,000							\$ 100,000
Future	Parks	Maintenance	New	Southern Platte Pass Trail Maintenance	The City is responsible for maintenance of the multi-modal trail along Route 45 that is beginning to show wear. Funds need to be budgeted for periodic routine maintenance. The need will grow with the completion of Route 45 - Phase C.	100% Transportation Fund	\$ 50,000							\$ 50,000
Future	Parks HQ	Project	Replacement	Asphalt Pavement, Total Replacement	650 square yards of parking areas and access drives	100% General Fund	\$ 21,705							\$ 21,705
Totals							\$ 4,521,112		\$ 1,130,000	\$ 2,125,000	\$ -	\$ -	\$ -	\$ 640,612



CITY OF PARKVILLE Memorandum

Date: September 1, 2020

To: Community Land and Recreation Board Members

From: Alysén Abel, Public Works Director

CC: Anna Mitchell, Assistant to the City Administrator
Tom Barnard, Parks Superintendent

RE: August 2020 Parks Activity Report

The following Parks-related activities took place during August 2020:

- Hydrant Repair: The water hydrant was repaired in the Large Dog Park.
- Tree Maintenance: Small trees in various areas in the parking lot, playground and dog park were watered during the dry periods.
- Landscape Maintenance: The flowers at the Parkville Entry Sign and City Hall flower pots were watered three times per week.
- Tree City USA Signs: Staff installed the new Tree City USA signs, indicating Parkville being honored with this designation for 30 years.
- Ballfield Maintenance: The ballfields were groomed three times per week.
- Spirit Fountain Maintenance: The Spirit Fountain at the Train Depot was drained, cleaned and refilled.
- Train Depot Maintenance: The drain at the Train Depot building was snaked.
- Sanitizing: The playground and restrooms are sprayed daily.
- Race Markers: Two of the 5K/10K markers were replaced along the race route. They were damaged during the 2019 flood.
- Bench Foundation Repair: The concrete pad was poured and bench installed for a bench that was damaged during the 2019 flood.
- Bench Installation: Staff installed a donation bench in the dog park. The bench was originally purchased in late 2018. The installation was delayed due to the flood resoration.
- Tree Trimming: Trees in English Landing and Platte Landing Parks were pruned.
- Tree Removal in ELP: The tri-stem Maple tree was removed for the installation of the future Pickleball Courts. This tree was identified as a hazardous tree, and needed to be removed. Additional trimming of the trees in the area was done to provide space for the court construction.
- Dog Stations: The bags were restocked at the dog stations throughout the park.

- Mowing: The right-of-way along Hwy 45 was mowed weekly. The small parks were mowed weekly. The area around the PAC was mowed three times in August. The one-way split on Main Street was mowed. Areas in ELP, PLP, dog park, and Hwy 9 entryway sign were mowed.
- Wetland Maintenance: Extensive wetland maintenance was performed by the Parks staff along Rush Creek to assist the Corps and contractor with the maintenance in public areas. The maintenance included approximately 80 manhours over 3 days.
- Wetland Pump: With the new wetlands project, the City will be required to fill the wetland ponds when they are low. The pump was used by the contractor to fill the initial wetland areas, using the water from Rush Creek. To prevent strain on the pump, the contractor brought in a larger pump to adequately fill the areas, using the Missouri River instead of Rush Creek.
- City Hall Maintenance: Bag worms were treated on the trees at City Hall.
- Trail Light Maintenance: Two LED lights were installed on posts to determine the brightness and feasibility for converting the trail lighting to LED.
- Soccer Goal Relocation: The regulation size soccer goal was moved to the green space in Platte Landing Park, north of Friends Shelter, to determine the feasibility for relocating the goals permanently. There is a good stand of Bermuda grass established in this area to encourage increased use of the field. This location provides better visibility, adjacent parking and better turf for active play. The former location in English Landing Park was impacted during the flood, causing issues with establishment of vegetation.
- Brush Removal: Brush was collected and deposited to a burn pile in Platte Landing Park. The pile was burned, in accordance with state and local regulations. This is an alternative to hauling to the landfill and has a minimal impact to the environment.
- Pocket Park Drinking Fountain Maintenance: Staff received a complaint about the need for painting the drinking fountain in Pocket Park. The fountain was repainted in August. The last time it was painted was about 2 years ago.
- Dog Park Maintenance: Bermuda grass was sowed at the entrance to the large dog park, to create a durable grass entry. This area is easily damaged due to large volumes of patrons to the dog park at the entry point.
- Storm Damage: Strong winds took down several branches throughout the park. There were three truckloads of debris collected.

Parkville Nature Sanctuary

Trail maintenance August has brought about many tree removal days. PNS has had several trees unearthed and as a result I have been clearing trees from the trails weekly. I have removed more than ten trees off of White Tail Trail alone.

We had 15 volunteers come out (Aug 8th) to mulch trails and clear debris from the waterfall and streams. I have had two of those volunteers come out continuously every weekend to keep up with trail maintenance with me.

I have removed several areas of invasive Bush Honey suckle and replaced them with native shrubs. This will greatly enhance the area especially come next spring.

Stream Team #907 I have been able to change leadership from Joe Ryan to myself in order to lead our Stream Team. We will meet again September 12.

FOPNS The annual calendar photos have been chosen and designs have been finalized. Calendars to be printed for distribution first day of September.

Photo exhibit at Anita B. Gorman Conservation Discovery Center going on until mid-September, all photographers recognized but due to COVID we were unable to host a celebratory reception.

Eagle Scouts Two Eagle Scouts have now completed projects at PNS. Both projects focusing on trail maintenance, specifically on erosion prevention of our trails. Aidan Colligan completed his project on Saturday the 1st of August, and Prabhav Pragdala completed his on Saturday the 22nd of August.

Volunteer Hours Ghost Stories planning committee met twice this month to assist in planning on how to make this event virtual and fun for the community. We have decided the following:

- Pre-record all story tellers and musicians to host a live-stream type feed for our virtual ghost stories
- to do the pumpkin carving but distanced
- release a teaser video the week before Ghost Stories goes Live
- allow the video feed to remain on the website for the week leading up to Halloween
- Have haunted trails – we still need to iron out the details of this
- Contact all former donors of Ghost Stories to let them know we are going virtual

Part of our Ghost Stories planning was done at our monthly volunteer meeting. We also were able to discuss with our videographer, Emily Weber, on the logistics of video editing. She has been able to send out emails to let potential story tellers and musicians how to best record themselves if they are unable to come to PNS to do the recording for the virtual event.

Church leader, Stephen Daniel and I met to discuss hosting his group monthly at PNS to do trail maintenance and debris removal in the sanctuary. They are also willing to provide volunteer hours to assist at the Wetlands if/ when needed.

I would like to recognize Patricia Harris for her constant volunteer efforts, she is helping mow and take out trash while Wayne is out of town.

MONTH	VOLUNTEER HOURS	YTD VOLUNTEER HOURS
JANUARY	54	54
FEBRUARY	42	96
MARCH	63	159
APRIL	49	208
MAY	94	302
JUNE	48	350
JULY	43	398
AUGUST	68	466

Parks/ Wetlands I have met with both BKM and The Army Corps of Engineers and both Tom Barnard and Kevin Blair several times this month. We have walked the trails in order to see progress and discuss how the project is coming along.

I have reached out to Platte Land Trust to determine how a partnership might look between PLT and the wetlands. Carla Dods is willing to support the Wetlands by distributing literature about the wetlands and other ways that we will determine when we meet in person in September.

National Disaster Relief Grant may be pursued in order to help with beautification efforts. This grant is able to provide paid labor up to a maximum of 560 hours to assist in post-flood restoration and beautification efforts.

PUBLIC WORKS DEPARTMENT
PROJECT UPDATE
AUGUST 2020

PLP Wetlands – The City is working with the US Army Corps of Engineers on the construction of a Section 1135 Wetland Project in Platte Landing Park. The project includes the construction wetland areas and restoration of a riparian corridor. BKM Construction, along with their subcontractors Linaweaver and Natural States Landscaping, contracted with the Corps to construct this project. City staff has been involved as a local project sponsor for this project. Because of the project cost savings, the Corps increased the vegetated areas throughout the project. The contractor mobilized at the end of February and started construction. The primary focus has been grading and installation of plantings in the riparian corridor along Rush Creek. The majority of the work was completed. The landscaping contractor will be working in the upcoming months to install the remaining plugs and native plants. It is anticipated that the work will be completed in late September.

STATUS – IN PROGRESS.

Dog Park Shade Structure – In 2019, the City received an Outreach Grant from Platte County to construct shade structures in each of the dog parks, based on the recommendation from CLARB. Shergain started on the construction of the shelter buildings in May, and completed the buildings in June. Additional work has been done including pouring of the concrete pad, backfilling of the concrete pad, and installation of picnic tables under the structure. Staff is currently looking into installing a shade screen on the side of the structures.

STATUS – COMPLETE.

2020 Outreach Grants – The applications for the 2020 Outreach grants were submitted at the end of January. The requests include: (1) installation of pickleball courts; (2) improvements to the Busch Drive traffic circle; (3) improvements to the A-Truss bridge. In April, staff received notice of award of only one of the project, the improvements to the A-Truss Bridge.

STATUS – COMPLETE.

A-Truss Bridge Improvements – The improvements to the A-Truss bridge include installation of outline lighting throughout the structure. Staff is currently working with contractors to receive bids for the improvements to the A-Truss Bridge. It is anticipated that this work will be completed in late 2020.

STATUS – IN PROGRESS.

Royals Donation – In late 2019, the City received \$25,000 from the Royals Foundation for improvements to the existing baseball fields. The projects include dugouts at Ballfield #3, bullpen at Grigsby, and upgrades to the scoreboard at Grigsby. The work has been completed for the Dugout structures on Ballfield #3 and Bullpen at Grigsby Field. The scoreboard is currently being constructed, it is anticipated to be completed soon.

STATUS – IN PROGRESS.

Pickleball Courts – The 2020 budget includes funding for the design and construction of Pickleball Courts. The City released the bid documents in June. The bid document included the base bid for four courts and included two bid alternates for lighting and relocation of the basketball court. The location of the courts was approved by CLARB and the Board of Aldermen in July. Staff finalized the contract documents and received the required insurance. Staff has also been working directly with Jack Moorhead, an USAPA Ambassador and PPA Certified Coach/Pro. He has provided valuable input to staff. Staff has also contracted with McClure Engineering to assist with the layout of the courts and sidewalk connections to the courts. It is anticipated to be completed by late fall.

STATUS – IN PROGRESS.

Neighborhood Park Improvements – The 2020 budget includes funding for the improvements to the Adams and Watkins neighborhood parks. In early 2020, it was determined that a public involvement process was necessary to determine the best improvements that fit with the needs of the neighborhood. The City has engaged the services of Vireo to assist with the public engagement. The public engagement included targeting mailing, in-person open house and online survey. There were 69 responses to the online survey. Staff reviewed the responses to the survey with the consultant, using the feedback to make decisions on the concept designs. The concepts will be presented during the August CLARB meeting.

STATUS – IN PROGRESS.

Pocket Park Improvements – The 2020 budget includes funding for the improvements to Pocket Park. This process will include discussions with a small committee of business owners and other stakeholders from the downtown area to determine the best use for Pocket Park and the necessary improvements in the short-term and long-term. The City has engaged BBN Architects to lead the stakeholder discussion and develop two distinct concepts for review. There were two stakeholder meetings held to gather feedback about the Pocket Park area and review the preliminary design. A work session was held with members of CLARB and the Board of Aldermen to review the preliminary design. An open forum was held with the Main Street Parkville Association (MSPA) and Parkville Old Towne Marketplace Community Improvement District (POTMCID) to review the preliminary designs. An online survey was promoted through displays, yard signs and social media. The purpose of the survey is to get information about the area and reactions on the amenities featured in the two distinct concepts. The online survey will remain open until Friday, September 4th. Once the input is gathered, a final concept will be developed and presented to the groups again. It is anticipated that the final concept will be completed by late fall.

STATUS – IN PROGRESS.

Riverfront Park Entry Signage – The 2020 budget includes funding for the design of entry signage for the two riverfront parks. Vireo was hired to design concepts for approval. Future budget cycles will include the installation of these signs. A small committee consisting of representatives from the Board of Aldermen, CLARB and staff met to discuss the vision for the signage. Based on this feedback, Vireo will develop concepts for consideration by the committee. The Board of Aldermen approved a work authorization for the additional wayfinder signs and style guide for companion signs in the park. The naming convention was discussed at a Board of Aldermen meeting as a non-action item. Since there was no clear recommendation from the board, no action could be taken on the name of Platte Landing Park. Staff received direction from the board to keep the naming of the parks in their current form.

STATUS – IN PROGRESS.