



COMMUNITY LAND AND RECREATION BOARD

Regular Meeting (#25-10)

MINUTES

CITY OF PARKVILLE, MISSOURI
Wednesday, October 8, 2025 6:00 PM
City Hall Board Room

1. CALL TO ORDER

The meeting was called to order at 6:00 p.m. on October 8, 2025.

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

Members present were:

Michelle Flamm
Steven Sturgess
Dana Laiben
Nate Askren
Amanda Blackwood
Evan Maxon
Robert Unger

Absent with prior notice were:

Adam Zink
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.

- 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

ACTION: Robert Unger moved to approve the minutes for the September 10, 2025, regular meeting. Dana Laiben, seconded.

RESULT: Motion Passed: - 7-0

4. ACTION AGENDA

- A. Approval of Fee Schedule Adjustments to Reflect updated Shelter Reservation Fees
Brittanie Propes, Parks and Recreation Director, presented a fee schedule adjustment to reflect updated shelter reservation fees for approval. Fees that are included were the shelter house reservation rates and the addition of the scout cabin fireplace use fee at the Parkville Nature Sanctuary. The proposed fee schedule was included in the CLARB packet.

Discussion focused on the number of users of the facilities and the resident vs. non-resident fees.

ACTION: Robert Unger moved to increase the rates for the parks and recreation schedule fees to include shelter house reservation rates at a rate of \$40 for a resident, \$60 for a non-resident, \$50 for the Girl Scout cabin fireplace. Michelle Flamm seconded.

RESULT: Motion Passed: 7-0.

5. NON-ACTION AGENDA

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

Brittanie Propes, Parks and Recreation Director, provided information about the partnership with the Rotary Club for the Farmers Market landscaping enhancements. The Rotary Club will maintain the area for the first few years. The CLARB was in favor of the enhancements.

6. STAFF UPDATES ON ACTIVITIES

Brittanie gave the following updates:

- Farmers Market ADA ramp guardrails installed
- Platte Landing Park parking lots were re-stripped
- ADA parking stalls were repainted
- Veterans Memorial braille flag was installed
- Wetlands ribbon cutting

Chair Steven Sturgess wanted to thank all that contributed to getting the Wetlands to completion.

- Forest ReLeaf Program — Free native trees planted throughout the parks
- Two parks staff completed MDC Controlled Burn Training
- Travis Phelan has accepted the position of Parks Superintendent and was recognized by the Mayor for recently completing his Certified Arborist Certification

- Great turn out for Yoga in the Park
- Train Depot renovations are underway
- Platte Landing Park/Main Street Bridge is anticipated for completion by the end of the year.
- The Veterans Memorial will host a fundraiser on November 1st from 6:30-9:00 p.m.
- Wetlands Management - Johnson Grass removal
- Brush Creek Trail Extension — Ribbon cutting for the Thousand Oaks Trail extension
- Trail Certification — Re-certified the parks 5k and 10k courses.

A. Parks Maintenance

B. Parks Programs and Events

The list of parks programs and events is listed on the city's website and was included in the CLARB packet.

C. Parks Capital Projects

7. MISCELLANEOUS ITEMS FROM THE BOARD

8. ADJOURN

ACTION: Michelle Flamm moved to adjourn the regular meeting at 6:50 p.m.
Nate Askren seconded.

RESULT: Motion Passed: 7-0.

The minutes for October 8, 2025, having been read and considered by the Community Land and Recreation Board, were approved on the 12th day of November, 2025.

Bonnie Buckmaster

Bonnie Buckmaster, Public Works Assistant

11/12/2025

Approval date