



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. Alysen 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

Alysen 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 from 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. The locations were agreed upon and Laura Ozenberger agreed to be the representative for CLARB. 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.

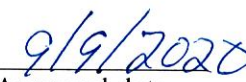
6. MISCELLANEOUS ITEMS FROM THE BOARD

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