



CPPS Board Agenda

April 12, 2023

6:00 p.m.

Ex Officio: Margaret Shriver

Members: Sandy Bonfield Amber Duren Thurman Gardner
Michelle Parker Bonnie Sandburg Kenny Shaw Troy Thompson

1. Approve minutes of March 8, 2023
2. Review Cemetery Activity
3. Consider exercising buyback option for plots 6-O-8 and 6-O-9 related to Deed #657 (Kathy Dean, owner)
4. Consider extension of agreement with Stantec related to the potential redesign of the River Front Park 9th Street access
5. Hear Parks & Recreation registration report for 2023, Quarter 1
6. Consider recessing into Executive Session pursuant to K.S.A. 75-4319(b)(6) for the preliminary discussion of the acquisition of real property related to the Historic Cemetery restoration project
7. Advisory Reports
 - a. Assistant City Manager
 - b. Parks & Rec Supervisor



CPPS Meeting Minutes

March 8, 2023
6:00 p.m.

Ex Officio: Margaret Shriver **Board Chair:** Thurman Gardner
Members: Amber Duren Sandy Bonfield Michelle Parker
Bonnie Sandburg (*not present*) Troy Thomson Kenny Shaw

Prior to the start of the official activity of the board, Board Chair Gardner recognized new member Sandy Bonfield. Ms. Bonfield provided a brief summary of her background and history in the community.

1. Approve minutes of minutes of February 8, 2023

- **Motion:** Board member Thompson made the motion to accept the minutes of the February 8, 2023.
- **Second:** Board member Parker seconded the motion
- **Vote:** Passes 4-0 (Board member Duren was not yet present)

2. Review Cemetery Activity

- The consolidated balance at this time is \$28,823.01 including the MMA and CD accounts at Bank Midwest.
- Outstanding expenses yet to be invoiced were reviewed as well
- **Motion:** Board Shaw made a motion to accept the report as presented.
- **Second:** Board Chair Gardner seconded the motion
- **Vote:** Passes, 4-0 (Board member Duren was not yet present)

3. Consider the following applications for the Adopt-a-Planter Program

- a. Connie Henry**
- b. Barbara Mikel**

- Mr. Daniel reviewed the creation of this program and noted the applicable fees.
- Mr. Daniel noted that the fees would cover the cost of the signage.
- There was additional discussion on the expectations of the program, as well as the length a application is good for.
- **Motion:** Board member Parker made the motion to approve the two program applications as presented.
- **Second:** Board member Bonfield seconded the motion.
- **Vote:** Passes, 5-0 (Board member Duren joined the group at 6:30, ahead of this vote)

4. Advisory Reports

- There was additional discussion related to locating the flags ahead of the Memorial Day Service
- The group offered additional input on the potential design elements for the Riverview Crossroads round-a-bout project.

ADJOURNMENT

The meeting was adjourned at 6:49 p.m.

Zachary Daniel

City Clerk

TO: CPPS BOARD
FROM: ZACK DANIEL, ASSISTANT CITY MANAGER/CITY CLERK
DATE: APRIL 12, 2023
SUBJECT: CEMETERY ACTIVITY

RECOMMENDATION

Review the statement of financial activity as well as recent burial/plot sale information.

FINANCIAL IMPACT

The consolidated cemetery account balance currently sits at \$29,810.11. A summary of the account activity is presented in the table below:

CEMETERY FINANCIAL SUMMARY – FEB 2023	
02/07/23 Balance	\$12,711.17
03/07/23 Interest	\$0.98
03/08/23 Opening/Closing Fees	\$460.00
03/17/23 Adopt-a-Planter Fees (Henry)	\$65.00
04/04/23 Opening/Closing Fees	\$460.00
04/07/23 Interest	\$1.12
MMA BALANCE TO DATE: \$13,698.27	
CD (1201) BALANCE TO DATE: \$16,111.84	
CONSOLIDATED BALANCE: \$29,810.11	

GENERAL FUND CEMETERY ACTIVITY	
FY23 ADOPTED BUDGET	\$23,000.00
01/13/23 Holcomb Masonry (project deposit)	\$5,525.00
01/31/23 Holcomb Masonry (project completion)	\$5,975.00
03/06/23 Heartland Traffic (parking lot striping)	\$650.00
04/03/23 White Lawn & Landscape	\$1,595.00
REMAINING BALANCE: \$9,255.00	

There are also three payments due to KNA Diggin' for burial services (Brown, Ruble, Schlupp respectively), totaling \$1,400.00. These payments have not yet been invoiced by KNA. There is an additional \$1,595 recently paid to White Lawn & Landscape for a quarter 1 leaf pickup.

BACKGROUND

There has been one plot sale initiated since the last meeting, but payment has not been furnished at this time. Additionally, there have been

ITEM #3

TO: CPPS BOARD
FROM: ZACK DANIEL, ASSISTANT CITY MANAGER/CITY CLERK
DATE: APRIL 12, 2023
SUBJECT: CEMETERY ACTIVITY

RECOMMENDATION

Consider exercising the buyback option for plots 6-O-8 and 6-O-9.

FINANCIAL IMPACT

The original value of both plots combined is \$700.00

BACKGROUND

City Code Section 12.05.129 notes that “Anyone wishing to sell a vacant plot shall give the city the right of first refusal at the original purchase price by giving the city 30 days’ notice in writing.” The current owner of plots 6-O-8 and 6-O-9 (Kathy Dean), no longer has a need for them and wishes to resell them. Pursuant to City Code, the CPPS Board shall consider exercising its buyback option at the original price of \$350.00 each.

**EDWARDSVILLE
CITY
CEMETERY**

OWNERSHIP CERTIFICATE

No. 657

Amount \$ 700.00

This CERTIFICATE, made this 4 day of May in the year of our Lord, 20 07, between the City of Edwardsville, of the County of Wyandotte, and State of Kansas, party of the first part, and Ruthy Dear party of the second part, WITNESSETH, that in consideration of the sum of \$ 700.00 DOLLARS, to said party duly paid, said part 4 of the second part ha S become the first owner(s) of Block 6 Row 0 Plot(s) 849 of the Edwardsville City Cemetery, according to the survey and plat of said Cemetery, filed and recorded in the office of the Register of Deeds of Wyandotte County, Kansas, and the said Dear _____ heirs and assigns have hereby vested in them a right in fee simple to such Lot(s) for the sole purpose of interment(s) under the Statutes of the State of Kansas and the Ordinances of the City of Edwardsville, Kansas as promulgated by the Edwardsville City Cemetery Board of Directors.

IN WITNESS WHEREOF, the Edwardsville City Cemetery Board has, this 4 day of May, A.D. 20 07, caused this Certificate to be signed by its Registrar.

Ola Howerton
Registrar

TO: CPPS BOARD
FROM: ZACK DANIEL, ASSISTANT CITY MANAGER/CITY CLERK
DATE: APRIL 12, 2023
SUBJECT: REVIEW OF RIVER FRONT PARK 9TH STREET ACCESS

RECOMMENDATION

Consider extension of the current agreement with Stantec related to the potential redesign of the River Front Park 9th Street access.

FINANCIAL IMPACT

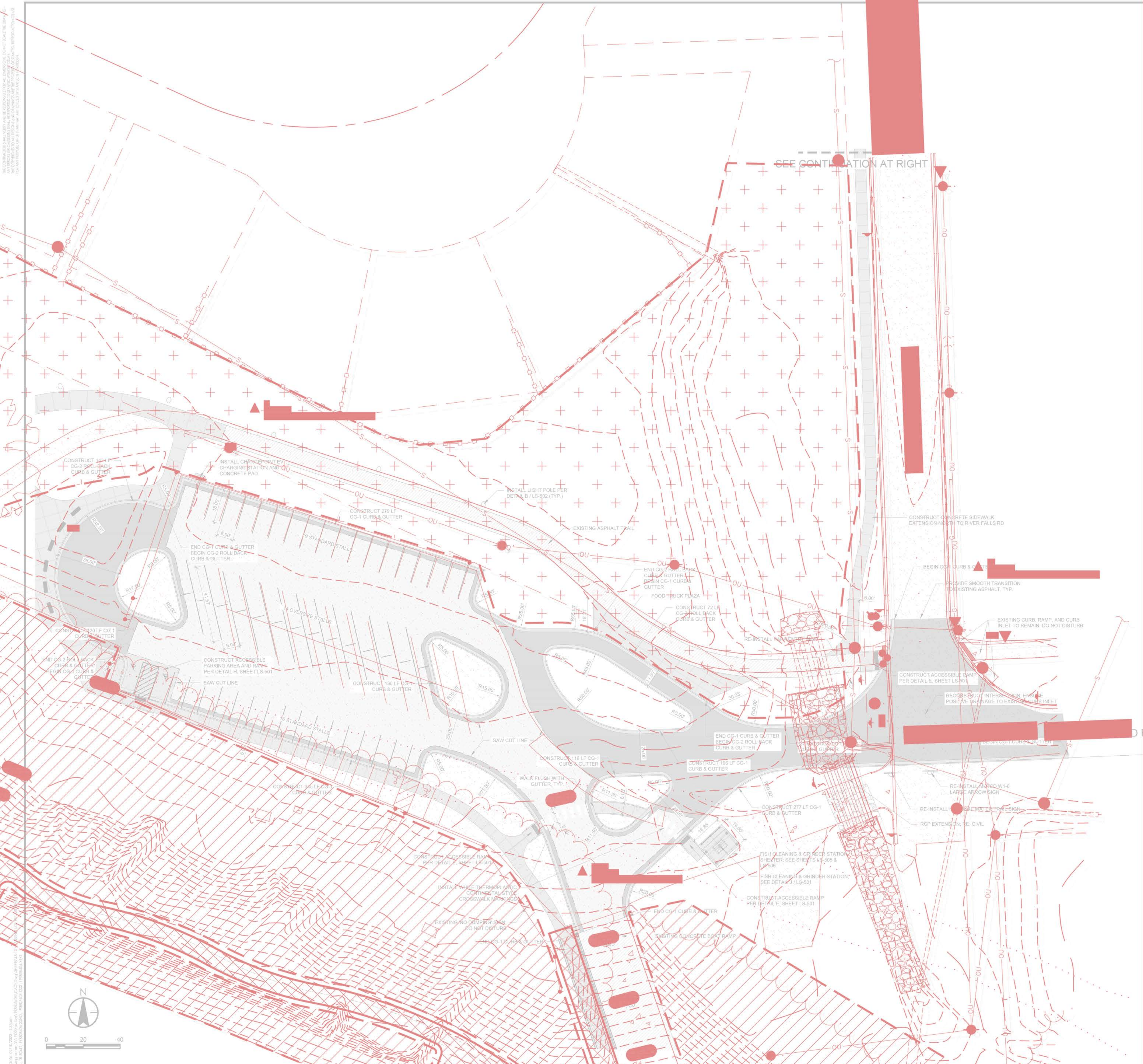
The quoted cost for this additional work should not exceed \$15,000 (original pricing includes development of a Phase 1 narrative, which is no longer needed at this point).

BACKGROUND

Stemming from additional meetings with staff and elected officials, Stantec has proposed pricing for an add service agreement to the original agreement with the City. The end result of this effort would be potential drive modifications and alternatives, revising the design document plans to keep the original entry road while still allowing for essential changes to accommodate boating activity and pedestrian access. There is belief that this alteration would result in cost savings compared to the proposed realignment of the entry point so it lines up with Woodend Rd. to the east.

Should the CPPS Board, after discussion, want to consider this potential alteration, the recommendation would move to the City Council for review and approval of use of Special Sales Tax funds.

THE CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR THE ACCURACY OF ALL DIMENSIONS AND LOCATIONS OF EXISTING UTILITIES AND STRUCTURES. THE CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR THE ACCURACY OF ALL DIMENSIONS AND LOCATIONS OF EXISTING UTILITIES AND STRUCTURES. THE CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR THE ACCURACY OF ALL DIMENSIONS AND LOCATIONS OF EXISTING UTILITIES AND STRUCTURES.



EDWARDSVILLE RIVERFRONT PARK

EDWARDSVILLE, KS

VEGETATION MANAGEMENT PLAN

HARDSCAPE LEGEND

- EXISTING PAVEMENT TO REMAIN
- CONCRETE PAVEMENT
RE: DETAIL A, SHEET LS-501
- FULL DEPTH ASPHALT PAVEMENT
RE: DETAIL C, SHEET LS-501
- ASPHALT OVERLAY
RE: DETAIL C, SHEET LS-501
- SAW CUT LINE



SEE CONTINUATION AT RIGHT

SEE CONTINUATION AT LEFT

CONSTRUCT ACCESSIBLE RAMP
PER DETAIL E, SHEET LS-501