



# CPPS Meeting Minutes

January 12, 2021  
6:02 p.m.

**Ex Officio:** Margaret Shriver  
**Members:** Amber Duren                      Luis Fasani                      Thurman Gardner  
                  Kenny Shaw                      Wayne Snider                      Troy Thompson

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## 1. Approve minutes of minutes of November 10, 2021

- **Motion:** Board member Thompson made the motion to accept the minutes of the November 10, 2021.
- **Second:** Board member Shaw seconded the motion
- **Vote:** Passes 5-0

## 2. Review Cemetery Activity

- Assistant City Manager Zack Daniel reviewed the financial report and cemetery activity. Year-end balance is still showing a \$1.39 discrepancy between the general ledger and consolidated bank balance. Staff has not yet identified the reason for the difference and will likely move forward with a journal entry to correct.
- There was some discussion on the sexton work in the cemetery and possible changes to how that is performed.
- **Motion:** Board member Shaw made the motion to accept the Cemetery activity report
- **Second:** Board member Gardner seconded the motion
- **Vote:** Passes 5-0

## 3. Hear presentation related to trail maintenance/expansion in the Parkway Neighborhood

- Assistant City Manager Zack Daniel introduced Sarju Jackson, representing the Parkway HOA.
- Mr. Jackson provided an overview of usage of the trail as well as the maintenance issues that have emerged (tree roots, failing concrete, etc.)
- Mr. Jackson noted that the HOA have been in contact with several asphalt companies to make the improvements and repairs, but remain about \$12,000 short of its total goal for the project.
- Mr. Jackson wanted to introduce the project to the CPPS Board to see if there was any interest from the City to provide financial assistance in order to move the project forward.
- Board member Thompson asked about the scope of the project, which Mr. Jackson responded it would be a comprehensive project, providing maintenance and making improvements.
- There was some discussion about strategies to tie this project to the City's larger trail system.
- Mr. Jackson stressed this would be an amenity open to the public at large to use.

- After some discussion, the group came to a consensus to continue to explore this project with HOA representatives and directed Mr. Daniel to work with Mr. Jackson. Mr. Daniel noted he will update the group on the status of this effort at the February meeting.
- No commitments or formal actions were made at this time.

**4. Consider surveying costs related to the historic cemetery**

- Assistant City Manager Zack reviewed the proposal provided by BHC, the City's engineering partner.
- The proposal would provide a subdivision plat that realigns the boundary between the two parcels within the land currently owned by the St. Martin's of the Field church. Each lot would be surveyed, platted, and a legal description developed.
- At the conclusion of the replat process, the lot no. 2 (including the 1-acre site of the historic cemetery) would be transferred over to the City. At this point, the biggest outstanding issue would be the compensation made to the Church for the land transfer.
- Staff will present the proposal to Church officials, noting the \$10,000 cost the City would expend and continue to discuss the transition of the land over to City ownership so redevelopment of the site can continue with a viable option for public access.
- The Board gave consensus to move forward with this plan of action and requested an update be provided at the next meeting.

**5. Advisory Reports**

- a. Assistant City Manager Zack Daniel reviewed upcoming projects the group will consider for the City Cemetery, including signage, gazebo improvements, and border markers.
- b. Councilmember Shriver asked about the headstone maintenance policy, which Mr. Daniel provided some information.

Board member Thompson noted he was happy that 110<sup>th</sup> St. opened up. Board member Fasani voiced his disappointment at the lack of mask wearing at the meeting, considering the high percent positivity in Wyandotte County.

**ADJOURNMENT**

The meeting was adjourned at 6:47 p.m.

Zachary Daniel  
City Clerk