

1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:05 p.m. on January 5, 2021 and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

Present:

Ward 1 Alderman Tina Welch
Ward 1 Alderman Philip Wassmer
Ward 2 Alderman Dave Rittman
Ward 2 Alderman Brian T. Whitley
Ward 3 Alderman Robert Lock
Ward 3 Alderman Douglas Wylie
Ward 4 Alderman Marc Sportsman
Ward 4 Alderman Greg Plumb

Absent:

None

A quorum of the Board of Aldermen was present via videoconferencing.

The following staff was also present via videoconference:

Joe Parente, City Administrator
Kevin Chrisman, Police Chief
Alysen Abel, Public Works Director
Stephen Lachky, Community Development Director
Matthew Chapman, Finance/Human Resources Director
Anna Mitchell, Assistant to the City Administrator
Chris Ashley, Public Works Project Manager
Chris Williams, City Attorney

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

3. CONSENT AGENDA

- A. Approve the minutes for the December 15, 2020, regular meeting
- B. Receive and file the November 2020 sewer report
- C. Approve accounts payable from December 11, 2020 to January 1, 2021
- D. Approve the appointment of Kathy Leibrand to the Planning and Zoning Commission through May 2021

ACTION: IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTIONS, AS PRESENTED.

RESULT: MOTION PASSED 8-0.

4. ACTION AGENDA

- A. Approve the second reading of an ordinance to approve the Thousand Oaks 23rd Plat, Final Plat, a subdivision consisting of 56 single-family residential lots and one tract of private open space, generally located to the east of the Thousand Oaks 16th Plat subdivision - Case No. PZ 2020-29; Forest Park Development Company LLC of Kansas City, applicant

Mayor Johnston stated that the first reading was presented on December 15. Community Development Director Stephen Lachky stated that Planning and Zoning Commission members requested that staff look at amending the development code to require future developments to be within the Parkville city boundaries instead of being split between the city and Platte County. The Commission would discuss the issue at its February meeting.

ACTION: IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3107, AN ORDINANCE **APPROVING THE THOUSAND OAKS – 23RD PLAT, FINAL PLAT, A SUBDIVISION IN THE CITY OF PARKVILLE, PLATTE COUNTY, MISSOURI,** ON SECOND READING TO BECOME ORDINANCE NO. 3057.

RESULT: MOTION PASSED 8-0.

AYES: TINA WELCH, PHILIP WASSMER, DAVE RITTMAN, BRIAN T. WHITLEY, ROBERT LOCK, DOUGLAS WYLIE, MARC SPORTSMAN, GREG PLUMB

NOES: NONE

ABSTAIN: NONE

- B. Approve the second reading of an ordinance to approve the Thousand Oaks 24th Plat, Final Plat, a subdivision consisting of 71 single-family residential lots and one tract of private open space, generally located to the southeast of the proposed Thousand Oaks 23rd Plat - Case No. PZ 2020-45; Forest Park Development Company LLC of Kansas City, applicant

Mayor Johnston stated that the first reading was presented on December 15, No additional information was provided.

ACTION: IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3108, AN ORDINANCE **APPROVING THE THOUSAND OAKS 24TH PLAT, FINAL PLAT, A SUBDIVISION IN THE CITY OF PARKVILLE, PLATTE COUNTY, MISSOURI,** ON SECOND READING TO BECOME ORDINANCE NO. 3058.

RESULT: MOTION PASSED 8-0.

AYES: TINA WELCH, PHILIP WASSMER, DAVE RITTMAN, BRIAN T. WHITLEY, ROBERT LOCK, DOUGLAS WYLIE, MARC SPORTSMAN, GREG PLUMB

NOES: NONE

ABSTAIN: NONE

C. **Approve the second reading of an ordinance to amend Parkville Municipal Code Section 405.050 to allow office uses of low traffic generation in residential districts along Bell Road via a conditional use permit - Case No. PZ 2020-52**

Mayor Johnston stated that the first reading was presented on December 15, No additional information was provided by staff.

Discussion focused on a future traffic study along Bell Road and the application from Hinkle Hardscapes that began the discussion of the proposed text amendment. Community Development Director Stephen Lachky said that any development along Bell Road would be required to improve the frontage per any plans approved for Bell Road. He noted that staff was coordinating with George Butler Associates to determine the appropriate amount that Hinkle Hardscapes could put into an escrow account for the City to use on future frontage improvements for their proposed development. Further discussion focused on including a general statement in the text amendment regarding the location where low traffic generating office uses would be allowed instead of being specific to Bell Road.

ACTION: IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3109, AN ORDINANCE AMENDING PARKVILLE MUNICIPAL CODE SECTION 405.050 TO ALLOW OFFICE USES OF LOW TRAFFIC GENERATION ALONG BELL ROAD VIA A CONDITIONAL USE PERMIT, ON SECOND READING TO BECOME ORDINANCE NO. 3059.

RESULT: MOTION PASSED 7-1.

AYES: TINA WELCH, PHILIP WASSMER, DAVE RITTMAN, BRIAN T. WHITLEY, ROBERT LOCK, MARC SPORTSMAN, GREG PLUMB

NOES: DOUGLAS WYLIE

ABSTAIN: NONE

5. STAFF UPDATES ON ACTIVITIES

A. **Administration**

1. City Hall Closed January 18 - Martin Luther King, Jr. Day

Finance/Human Resources Director Matthew Chapman said that City Hall would be closed on January 18 in observance of Martin Luther King, Jr. Day.

B. Community Development

1. 2020 Community Development Department Recap

Community Development Director Stephen Lachky provided an overview of highlights and accomplishments in 2020. City Building Official Paul Giarratana provided an update on the status of developments, noting that he and Ed Gault completed an average of 8.5 inspections per day; presentation attached as Exhibit A.

Public Works

Public Works Director Alysén Abel stated that the new wastewater treatment plant manager was Bob Kerbs who had 27 years of experience in the field. She added that Alliance Water Resources was working to fill the other two vacant positions at the plant.

Abel provided an overview of the City's snow removal operations; presentation attached as Exhibit B.

6. MAYOR, BOARD OF ALDERMEN & COMMITTEE REPORTS & MISCELLANEOUS ITEMS

Alderman Wylie said that the Mid-America Regional Council's Solid Waste Management Committee was accepting grants for recycling.

Alderman Welch said that the Parkville Area Chamber of Commerce annual gala would be held virtually on February 27.

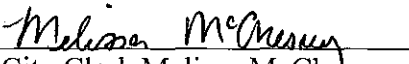
Alderman Wassmer said that the Banneker School Foundation would hold its annual breakfast virtually in February.

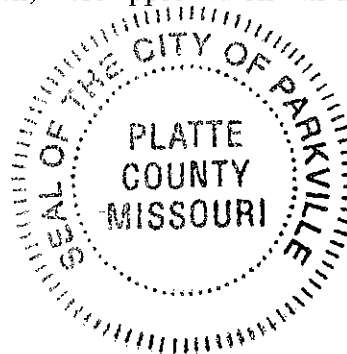
7. ADJOURN

Mayor Johnston declared the meeting adjourned at 8:20 p.m.

The minutes for January 5, 2021, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the 19th day of January 2021.

Submitted by:


City Clerk Melissa McChesney



Additional Photos

Development as of January 5, 2021

Apartments at The Meadows At Creekside



Apartments at The Meadows At Creekside



Townhomes at The Meadows At Creekside



Pool & Clubhouse at The Meadows At Creekside



Future BBQ Restaurant at Old Town At Creekside



Johnny's Tavern at Old Town At Creekside



Mixed-Use Building at Old Town At Creekside



C-Store at Creekside Commons



C-Store at Creekside Commons



Townhomes at Creekside Village



Townhomes at Creekside Village



Townhomes at Creekside Village



Townhomes at Creekside Village



Townhomes at Creekside Village



Robert W. Plaster Free Enterprise Center



Robert W. Plaster Free Enterprise Center



City of Parkville Snow Removal Operations

City of Parkville Public Works Department

Department Goals

Every snow event is unique, but we strive to accomplish the following goals:

- Monitor weather and road conditions (with the Police Department) 24-hours a day
- Maintain streets in a safe-driving condition
- Have all streets passible within 14 hours after snow has ceased from falling

City of Parkville Public Works Department

Personnel

- The Streets and Parks Divisions work together to provide 24-hour weather and road condition monitoring
- Currently have 10 employees who participate in snow operations
- Operators take breaks every two hours, and a meal break every four hours to ensure driver safety



City of Parkville Public Works Department

Snow Clearing Jurisdictions

- Major highways are cleared by MoDOT
 - Highway 9, Highway 45, FF Highway, etc...
- Parkville clears city streets
 - 100 lane-miles of roadway
 - 120 cul-de-sacs
 - Public parking lots
- Unincorporated Platte County is plowed by Parkville Special Road District and Platte County
 - Not by the City of Parkville

City of Parkville Public Works Department

Clearing Equipment



- The City's fleet includes 10 trucks equipped with front plow blades and material spreaders
- Front-end loaders are used when needed
- Regular hand tools are utilized for sidewalk snow removal at public places (such as City Hall)

City of Parkville Public Works Department

Material Spreading

- City uses a 50/50 mixture of washed sand and salt material to provide traction on steep roadway slopes
- Crews typically spread 100 tons of this mixture during an average snowstorm
- The current storage building can store up to 500 tons of material
- Satellite location for areas on the west side of Parkville
- Salt is effective with temperatures above 20°F to assist in melting ice and hard packed snow



City of Parkville Public Works Department

Dispatching of Equipment

- Start of snow and ice control operations is dependent upon immediate and anticipated conditions
- Dispatching determined by the Director of Operations can occur either during regular shift hours or on a specific call out
- Response of on-call operators will be as soon as possible depending upon weather conditions to allow for safe travel

City of Parkville Public Works Department

Clearing Procedures *Collector/Arterial and Residential Streets*

- 1st Priority - Collector/Arterial roads are cleared first due to higher volumes and travel speeds
- 2nd Priority - Residential streets are cleared second. The middle of the street will be plowed first and then snow will be pushed left to right.
- 3rd Priority - Cul-de-sacs are cleared last. Crews will make a first pass in a cul-de-sac to provide residents access to the roadway. Once all streets are cleared, the crews will return to clear the bulb of the cul-de-sac.

City of Parkville Public Works Department

Clearing Procedures

Downtown Business Districts



- Business owners are responsible for removing snow from sidewalks in front of their businesses
 - DO NOT push snow into the street
- Snow from private business lots is not permitted to be placed into the street or alley
- The City will plow snow on public streets in a manner that minimizes the disruption of business operations
- The City may plow snow into piles due to lack of storage
- Snow removed from the public alleys may be deposited into street windrow due to lack of storage

City of Parkville Public Works Department

Clearing Procedures

Exceptions and Special Cases

- Necessary operators and equipment is dispatched as soon as possible to assist with emergency vehicles responding to situations both inside and outside of the city
- Deviation from standard procedures may be appropriate in the event of equipment failure, extreme snowfall or other unanticipated events including resting of crews
- Unless there is a direct benefit to city operations, there is no plowing or sanding of private property with city equipment

City of Parkville Public Works Department

Emergency Snow Routes

- o No overnight parking on Emergency Snow Routes to ensure proper clearing can occur
- o Cars will be towed, if necessary

City of Parkville Public Works Department



Driveways and Sidewalks

- When plowing, sometimes snow has no place to go but into driveways, crosswalk areas or sidewalks
- City will not clean private driveways and sidewalks for financial reasons and personnel limitations
- Residents and Business Owners are expected to clear adjacent sidewalks as thoroughly as possible
- Residents should clear driveways pushing the snow side-to-side
 - DO NOT push snow into the street

City of Parkville Public Works Department

Driveway Snow Removal Tips



- o Clearing an area prior to the driveway, in direction of plow, allows for snow that builds up on the plow blade to drop off here rather than cover the driveway opening
- o Driveways should be shoveled side to side, depositing snow into the lawn rather than pushed off into the street. This decreases time for crews to clear the roadways and reduces safety hazards for other vehicles

City of Parkville Public Works Department

Mailboxes and Mail Delivery

- Plow Operators make every effort to remove snow as close to the curb-line as practical to provide access to mailboxes for the Postal Service
- It is not possible to provide perfect conditions and minimize damage to mailboxes with the size of equipment in operation
- Final cleaning adjacent to mailboxes is the responsibility of each resident who receives mail via vehicular delivery

City of Parkville Public Works Department

Damages and City Liability

- City is only responsible for damages to mailboxes and utility structures resulting from direct contact
- City assumes no responsibility for indirect contact including the force of snow generated by the removal vehicle
- Owner assumes all risk for landscaping and décor on or encroaching city right-of-way
- City assumes no responsibility for damage to aboveground or underground sprinkling systems, exterior lighting systems, and similar landscaping installed in City-owned right-of-way

City of Parkville Public Works Department

Complaints and Requests for Services

- Complaints should be directed to the Public Works Director or the Director of Operations
- These complaints are handled on a priority basis and responded to within 24 hours after snow has ceased unless conditions or operations prevent these actions
- City keeps comments and complaints on file regarding policy adherence

City of Parkville Public Works Department

Questions?

City of Parkville Public Works Department