

1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:01 p.m. at City Hall, 8880 Clark Avenue, Parkville, Missouri on December 7, 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 - via videoconference
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.

The following staff was also present:

Joe Parente, City Administrator
Kevin Chrisman, Police Chief
Alysen Abel, Public Works Director
Stephen Lachky, Community Development Director
Matthew Chapman, Finance/Human Resources Director
Chris Ashley, Public Works Project Manager
Jeffery Rhodes, Assistant to the City Administrator
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 November 16, 2021, regular meeting
- B. Approve the minutes for the November 16, 2021, work session
- C. Approve Resolution No. 21-015 approving the reappointments of Joe Parente as City Director and Daniel Carr as an owner representative to the Parkville Market Place #2 Community Improvement District Board of Directors through June 2026
- D. Approve accounts payable from November 11 to December 1, 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. NON-ACTION AGENDA

A. Presentation from Parkville Nature Sanctuary Intern Emily Rea

Parkville Nature Sanctuary Director Kristen Bontrager introduced Emily Rea, Park Hill student, and Natalie Barner, Park Hill Professional Studies Program facilitator. Rea provided a summary of her work as an intern at the Parkville Nature sanctuary, presentation attached as Exhibit A.

5. ACTION AGENDA

A. Approve the first reading of an ordinance to adopt the 2022 Operating Budget and 2022 – 2026 Capital Improvement Program

Mayor Johnston stated that the City received public input since the November 16 meeting and wanted staff to address concerns raised by residents about the Platte Landing Park project. A public comment stated that the ballfield project would be similar to the Creekside Ball Park and City Administrator Joe Parente responded that the Creekside fields were commercial, tournament-quality fields and the City fields would be for practice.

Mayor Johnston said that public comments were made about compiling the survey results before money was budgeted for the project. Parente responded that there were several discussions and the concept was included in the 2016 Parks Master Plan, it was a feature in the Proposition P educational materials, the City began budgeting for it in fiscal year 2020 using Parks Sales Tax funds, the Board of Aldermen approved a resolution supporting the Platte County grant application, it was included in the strategic planning document and the Board of Aldermen approved a design contract with McClure, including public engagement with Vireo, in September 2021. He added that money was included in the 2022 Budget because staff was not given direction by the Board of Aldermen to stop moving forward with developing youth sports fields; it did not commit the City to building the project. The project was similar to the Route 9 improvement project that was budgeted in the years prior to construction. Parente noted that the budget was approved only once a year and the Board decided how to spend the budget, but did not commit the City to anything.

Mayor Johnston said that concerns were shared about the issues with the wetlands project and Parente responded that the Corps of Engineers was working to correct the deficiencies to give the City the project it was promised. Staff was working closely with the Corps to fix the issues and the expectation was that the federal government should be responsible for fixing the wetlands. It was requested that staff provide monthly updates at Board of Aldermen meetings in order to provide information to the public.

Mayor Johnston said that the Parks Sales Tax Fund forecast showed a deficit for the future and Parente responded that the 2022 Budget forecasts were fluid documents and provided

information to show trend lines and noted that they showed what the budget would be if the projects included in the five-year Capital Improvement Program were completed and the revenues came in as anticipated.

Mayor Johnston asked staff to explain the budgeting process for the project before a decision was made on the plans for Platte Landing Park and Parente responded that it was the direction of the City to develop sports fields, but the extent of what they would be would be determined once design options were available. The public engagement process would address needs and concerns, including traffic and environmental impacts. He reiterated that the items listed in the 2022 Budget did not commit the City to anything, noting that the money could not be spent until the Board of Aldermen approved a design and a construction contract.

Mayor Johnston asked staff to respond to comments about the Fewson Fund and Parente responded that the Board of Aldermen had the ultimate authority to approve projects using the Fewson Fund. A policy was developed that named the managers - the mayor, Finance Committee chair and city treasurer - that were an advisory to the Board of Aldermen regarding the fund. The City had the opportunity to use the Fund for large park projects and it was the first place to go to look for additional funding. He noted that the City could borrow a portion of the fund balance and the City could use half of the interest returns for park projects..

Mayor Johnston said there was not a line item in the budget for the parks director and Parente responded that it was included in the General Fund budget and a transfer from the Parks Sales Tax Fund to the General Fund would offset the funds to cover the salary.

Mayor Johnston said that residents commented that they had low confidence in City officials and noted that it would take time to make decisions about the project. She requested a response from staff regarding the traffic study and Parente responded that the agreement with McClure and Vireo committed to identifying traffic impacts and getting public input.

Discussion focused on the traffic study and Public Works Director Alysén Abel said that traffic counts were collected at three different times, the consultant was compiling the traffic data and would work on cost estimates once the City determined the plans for the project. Parente added that the second round of public engagement would take place after the data from the first survey was compiled and design options were presented. Abel said she would provide updates to the Board of Aldermen on analytics of the study.

Further discussion focused on options to fix the issues with the wetland and the appraisal of Platte Landing Park. Parente responded that the Corps was looking into additional funding options to repair the issues. He also said the value of the land was higher than the City's local match required for the project and could possibly cover additional matching funds needed to complete the project.

Parente provided an overview of the 2022 budget, presentation attached as Exhibit B. Discussion focused on options for the farmers market and the Municipal Court.

ACTION: IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3168, AN ORDINANCE ADOPTING THE 2022 OPERATING BUDGET AND

THE 2022-2026 CAPITAL IMPROVEMENT PROGRAM, ON FIRST READING AND POSTPONE THE SECOND READING TO DECEMBER 21, 2021.

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN PLUMB TO **AMEND THE MOTION TO REVISE THE LINE ITEM IN THE PARK SALES TAX FUND FROM PLP COMMUNITY FIELDS TO IMPLEMENT COMPONENTS OF THE PLATTE LANDING PARK/ENGLISH LANDING PARK CITIZEN ENGAGEMENT.**

RESULT: MOTION PASSED 7-1.

ACTION: IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3168, AN ORDINANCE **ADOPTING THE 2022 OPERATING BUDGET AND THE 2022-2026 CAPITAL IMPROVEMENT PROGRAM AS AMENDED**, ON FIRST READING AND POSTPONE THE SECOND READING TO DECEMBER 21, 2021.

RESULT: MOTION PASSED 8-0.

B. Approve the first reading of an ordinance to classify all employee positions and establish compensation for such classifications for fiscal year 2022

Finance/Human Resources Director Matthew Chapman stated that the ordinance included wage increases approved for the Police Department and all employees were eligible for a three percent merit raise based on a satisfactory annual review.

ACTION: IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3169, AN ORDINANCE **APPROVING THE CLASSIFICATION OF EMPLOYEE POSITIONS AND ESTABLISHING COMPENSATION RANGES FOR FISCAL YEAR 2022**, ON FIRST READING AND POSTPONE SECOND READING TO DECEMBER 21, 2021.

RESULT: MOTION PASSED 8-0.

C. Adopt an ordinance to approve an attorney-client fee agreement with Vanover Law LLC

City Administrator Joe Parente said that the ordinance was for special legal counsel for the Municipal Official Ethics Commission. Aldermen Plumb and Rittman vetted qualified representatives and recommended Vanover Law. Mayor Johnston noted that both readings would be at the same meeting due to the time sensitivity.

ACTION: IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED

BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3170, AN ORDINANCE **APPROVING AN ATTORNEY-CLIENT FEE AGREEMENT WITH VANOVER LAW LLC**, ON FIRST READING.

RESULT: MOTION PASSED 8-0.

ACTION: IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3170, AN ORDINANCE **APPROVING AN ATTORNEY-CLIENT FEE AGREEMENT WITH VANOVER LAW LLC**, ON SECOND READING TO BECOME ORDINANCE NO. 3106.

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

D. **Adopt an ordinance to approve a special legal counsel professional services agreement with Baty Otto Coronado PC**

City Administrator Joe Parente stated that the ordinance would engage special legal counsel services as directed and the principal duties would be to assist with Sunshine Law requests that required legal review. Alderman Whitley requested that staff research software options to provide responses to open records requests online.

ACTION: IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3171, AN ORDINANCE **APPROVING A SPECIAL LEGAL COUNSEL PROFESSIONAL SERVICES AGREEMENT WITH BATY OTTO CORONADO PC**, ON FIRST READING.

RESULT: MOTION PASSED 8-0.

ACTION: IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3171, AN ORDINANCE **APPROVING A SPECIAL LEGAL COUNSEL PROFESSIONAL SERVICES AGREEMENT WITH BATY OTTO CORONADO PC**, ON SECOND READING TO BECOME ORDINANCE NO. 3107.

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

- E. Approve the second reading of an ordinance to approve a conditional use permit for Evergy to operate an electrical substation on approximately 6.28 acres generally located at the southwest corner of Highway 45 and Ensign Drive - Case No. PZ21-41; Burns & McDonnell, applicant

Mayor Johnston stated that the first reading was presented on November 16. No additional information was presented.

ACTION: IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3167, AN ORDINANCE APPROVING THE CONDITIONAL USE PERMIT FOR EVERGY TO OPERATE AN ELECTRICAL SUBSTATION, ON SECOND READING TO BECOME ORDINANCE NO. 3108.

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

- F. Approve a construction agreement with Kissick Construction for the pavement repairs associated with the Sanitary Sewer Improvements

Public Works Director Alysén Abel said that pavement repairs were needed for the sanitary sewer repairs that were completed downtown. Because Missouri American Water was doing a similar project on the water lines in the same location, staff felt it made more sense to use a single contractor and obtained quotes from both contractors and Kissick Construction was the low quote. It was determined that the City's portion of the work was \$15,000. Abel noted that a change order removed the portion of the project from the agreement with Infrastructure Solutions for the sanitary sewer repairs.

ACTION: IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE A CONSTRUCTION AGREEMENT WITH KISSICK CONSTRUCTION FOR THE PAVEMENT REPAIRS ASSOCIATED WITH THE ANNUAL SANITARY SEWER REPAIRS PROGRAM IN THE AMOUNT OF \$15,000.

RESULT: MOTION PASSED 8-0.

6. STAFF UPDATES ON ACTIVITIES

Police Chief Kevin Chrisman provided an update on the Park University deer hunt, noting that 15 deer were taken. He also reminded the Board that the Park Village luncheon was scheduled for December 15 and Shop with a Cop was scheduled for December 19.

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

Alderman Whitley requested a status update on nominations to fill the two vacancies on the Ethics Commission. City Attorney Chris Williams responded that the Commission would contact the special legal counsel following approval of the ordinance to set up a meeting with the Commission. The Commission's goal was to provide recommendations to the Board of Aldermen for consideration at the December 21 meeting.

Alderman Whitley requested that City staff retract a letter that was sent to the Platte County Planning and Zoning Commission regarding a storage facility application in the county near the Parkville city limits and shared his concerns with three passages from the letter. City Administrator Joe Parente responded that when an application was submitted to Platte County that was within 1,000 feet of the city limits, the City was asked to provide comments and the Community Development staff provided a community development-type response. He added that the application had been turned down and went through a judicial process and the City was asked to provide comments. Community Development Director Stephen Lachky said that the City received letters every year when applications were submitted to Platte County near the city limits.

Alderman Wassmer noted that three positions were open on the Banneker School Foundation Historic Site Board.

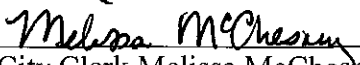
Alderman Plumb said that December 7, 2021, was 80 years since the attack on Pearl Harbor and it was important to know the history and remember all those who fought in World War II.

8. ADJOURN

Mayor Johnston declared the meeting adjourned at 8:54 p.m.

The minutes for December 7, 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 twenty-first day of December 2021.

Submitted by:


City Clerk Melissa McChesney





Capstone Presentation

Parkville Nature
Sanctuary



Emily Rea



Get to know me

Major Task Worked on

- Pumpkin Carving Event
- Ghost Stories Event
- Honeysuckle removal

SAVE
THE
EARTH



Pictures





Pictures





Skills

Strengths

Technology Skills

Flexibility

Open-Minded

Improvements

Time Management

Organization

Communication Skills

Back

- Northwest Missouri State University
- Major: Marine Biology
- Minor: Unknown



Future Plans



Any Questions?



City of Parkville 2022 Budget

December 7, 2021



Budget Process

Preparation of Budget – June to December

Departments/City Administrator Prepares and Presents the Budget to the Board of Aldermen
– three Budget Work Sessions

Board Strategic Planning Process

Vision Statement

Parkville will offer an exceptional quality of life for residents and visitors by embracing opportunities to enhance commerce and economic activity, while preserving the community's historic charm, attractive character, and unique natural environments.

Critical Success Factors:

- Basic Services
- Infrastructure
- Economic Development
- Parks
- Finances



Recommended 2022 Budget

	Expenses	Revenues (includes carryover fund balance except in debt service funds)	Projected Balance
General Fund	\$5,703,121	\$7,007,331	\$1,304,211
Emergency Reserve Fund	-0-	\$1,332,108	\$1,332,108
Debt Service Funds	\$1,624,468	\$1,684,673	\$60,204
Special Revenue Funds	\$7,935,592	\$9,468,236	\$1,532,644
Sewer Enterprise Fund	\$1,833,716	\$2,361,791	\$528,074
TOTAL	\$17,096,898	\$21,854,139	\$4,757,241



Highlights – General Fund

- Principal City Budget – pays for Police Protection, Street Maintenance, Parks Maintenance, Snow Removal, and General Administrative Services
 - General Fund Operating Increase of 4% (mostly in personnel related expenses)
 - General Fund CIP is \$227,411
 - Building maintenance and IT improvements; Police Car and Radio Replacement; Police Communications Equipment; New Tornado Siren in Thousand Oaks



Highlights – Transportation

Fund	Revenue	Amount
Transportation	Crack Sealing	\$10,000
Transportation	Asphalt Mill & Overlay	\$250,000
Transportation	Street Striping	\$15,000
Transportation	Curb and Sidewalk Repair	\$50,000
Transportation	Replacement Truck	\$70,000
Projects Fund	Completion of Route 9 from Highway 45 to Lakeview	\$2,777,754
ARPA Fund	Route 9 Phase 3 Engineering (6 th Street project completion to White Aloe Creek	\$100,000
Total:		\$3,272,754



Highlights – Parks Sales Tax Fund

Project	Fund Impact
PLP Sports Fields (\$1,000,000 County Grant)	\$2,000,000
Southern Platte Pass Trail Maintenance	\$70,000
Farmer's Market Relocation Feasibility Study	\$20,000
Wetland Educational Area	\$15,000
Watkins Park Improvements	\$62,000
Park Equipment	\$25,500
Entry Signs for PLP/ELP	\$100,000
Electrical, Bike Equipment, and Brush Clearing	\$40,000
Busch Drive Roundabout Completion	\$72,000
Total Capital Outlay Projects	\$2,404,500



Sewer Fund

- Sewer Budget – \$1,833,716
 - \$640,667 Operating Expenses
 - \$661,500 Capital Expenses
 - \$181,549 Debt Payments for Sewer System Upgrade
 - \$350,000 Sewer transfer for Sewer Administration Costs borne by the General Fund
- 2022 Proposed Rate Increase – 3%



2022 CIP – Sewer Fund

	<u>Project/Equipment</u>	<u>2022 Budget</u>
Equipment & Machinery	Sludge Wagon Purchase	\$10,000
Sewer Plant Improvements	Aeration Blower	\$14,000
	Aeration Mixer	\$13,000
	Stair Replacement	\$30,000
	Aeration Basin Diffusers	\$45,000
	SCADA System	\$54,000
	Clarifier Drive	\$17,000
Pump Station Improvements	McAfee Pump Station Replacement	\$30,000
Line Maintenance	CCTV	\$61,500
	Riss Lake Structure Survey	\$17,000
	Sanitary Sewer Repairs	\$220,000
Other	Consulting Fees for Appraisal / Rate Study	\$150,000



2022 Parkville City Budget

Questions?

