

1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:08 p.m. at City Hall, 8880 Clark Avenue, Parkville, Missouri on May 17, 2022, and was called to order by Mayor Dean Katerndahl. City Clerk Melissa McChesney called the roll as follows:

Present:

Ward 1 Alderman Tina Welch
Ward 1 Alderman Philip Wassmer
Ward 2 Alderman Brian T. Whitley
Ward 2 Alderman Bob Bennett
Ward 3 Alderman Douglas Wylie
Ward 3 Alderman Stephen Melton
Ward 4 Alderman Greg Plumb
Ward 4 Alderman Michael Lee

Absent:

None

A quorum of the Board of Aldermen was present.

The following staff was also present:

Alexa Barton, 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 Katerndahl led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

A. Proclaim May as Older Americans Month

Mayor Katerndahl presented the proclamation to Debra Gwin, Platte County Senior Fund Executive Director.

B. Proclaim May 15-21, 2022, as National Public Works Week

Mayor Katerndahl presented the proclamation to Public Works Director Alysen Abel, Director of Operations Richard Wilson and Project Manager Chris Ashley.

C. Recognize Friends of Parkville Nature Sanctuary Photo Contest Winners

Mayor Katerndahl and Parkville Nature Sanctuary Director Kristen Bontrager recognized

the January through April winners of the Friends of Parkville Nature Sanctuary (FOPNS) monthly photo contest winners. FOPNS vice chair Brent Frazee presented a certificate to Doug Thomas for his winning photo.

3. **CONSENT AGENDA**

In regards to Item 3G, Mayor Katerndahl stated that he received a letter from a resident suggesting that when there was an opening on a board or commission that it be opened up to everyone. He noted that he believed the appointee demonstrated the capacity to carry out the position and his expertise was valuable to the Commission.

- A. Approve the minutes for the May 3, 2022, regular meeting
- B. Approve the minutes for the May 3, 2022, executive session
- C. Receive and file the April Municipal Court report
- D. Receive and file the financial report for the month ending April 30, 2022
- E. Receive and file the crime statistics for January through March 2022
- F. Appoint Alderman Greg Plumb as a voting member to the Parkville Economic Development Council
- G. Reappoint Michael Wright to the Planning and Zoning Commission through May 2026
- H. Designate Alderman Philip Wassmer as a City representative to the Parkville Old Towne Market Community Improvement District Board of Directors
- I. Approve Resolution No. 22-009 to amend the Personnel Manual to add Juneteenth as a paid City holiday
- J. Approve a reimbursement to the Platte County Regional Sewer District for Brush Creek Interceptor maintenance
- K. Approve accounts payable from April 29 to May 12, 2022

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

RESULT: MOTION PASSED 8-0.

4. **ACTION AGENDA**

- A. **Approve a professional services agreement with Lauber Municipal Law for city attorney services**

City Administrator Alexa Barton said she received notice from Chris Williams that he was stepping down as the city attorney and provided 60 days' notice. She added that she previously worked with Rich Wood and said he had experience in municipal law.

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN WYLIE TO **APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH LAUBER MUNICIPAL LAW, WITH RICH WOOD AS LEAD, FOR CITY ATTORNEY SERVICES AT AN HOURLY RATE OF \$195, EFFECTIVE MAY 18, 2022.**

RESULT: MOTION PASSED 8-0.

B. Approve the first reading of an ordinance to approve a partnership agreement with Mid-America Regional Council for the Regional Preventative Maintenance Program

Public Works Director Alysén Abel stated that COVID funding was available for road infrastructure for a regional overlay program, which would be led by the Mid-America Regional Council (MARC), and was structured so smaller cities could receive up to \$50,000 in funding. The project would be under construction in 2023 or 2024 and MARC was working on the bid documents, would be the manager and would approve the contractor.

Discussion focused on one engineering firm that would help cities select the overlay project, site selection, survey, design, interactive mapping, matching funds from the City would not be required and the work could not be lumped into the annual mill and overlay program.

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN WYLIE TO APPROVE BILL NO. 3187, AN ORDINANCE **APPROVING A PARTNERSHIP AGREEMENT WITH THE MID-AMERICA REGIONAL COUNCIL TO PARTICIPATE IN THE REGIONAL PREVENTATIVE MAINTENANCE PROGRAM.**

RESULT: MOTION PASSED 8-0.

C. Approve the first reading of an ordinance to approve a conditional use permit to allow a short-term rental use at 804 Main Street - Case No. PZ 2022-07; Taryn Klein, applicant

Community Development Director Stephen Lachky provided an overview of the adoption of the short-term rental code, noting that the benefit of having standards was that the City had some control. The Planning and Zoning Commission held special workshops and public hearings over several months and the recommendation was to allow owners in residential areas the ability to have short-term rentals provided a public hearing was held and a conditional use permit was approved by ordinance by the Board of Aldermen. He added that a majority of residences were in subdivisions with home owners associations that prohibited them.

Lachky stated that if the Board of Aldermen approved the three conditional use permits, he recommended that they each be for six-month terms because updates to the code were possible in the near future to address questions that were unknown when the code was adopted.

Discussion focused on giving staff and the Board time to address the questions and update the code, if needed; public hearings that were required by the Planning and Zoning Commission and the Board had final approval.

In regards to the application for 804 Main Street, Lachky said the single-family dwelling was located at the northwest corner of Main and 8th streets and had been operating since December 2021. He said there were no incidents reported to the Police Department, the back suite was a short-term rental and the property had two private parking spaces and public parking on Main Street. A public hearing was held on May 10 and no public comments were received. The Planning and Zoning Commission recommended approval. Lachky added that the guests took care of snow removal and the conditional use permit could not be transferred to a different property owner.

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN WYLIE TO APPROVE BILL NO. 3188, AN ORDINANCE APPROVING AN APPLICATION FOR A CONDITIONAL USE PERMIT TO ALLOW A LODGING – SHORT-TERM RENTAL USE AT 804 MAIN STREET, SUBJECT TO CONDITIONS RECOMMENDED BY THE PLANNING AND ZONING COMMISSION, ON FIRST READING AND POSTPONE THE SECOND READING TO JUNE 7, 2022.

RESULT: MOTION PASSED 8-0.

D. Approve the first reading of an ordinance to approve a conditional use permit to allow a short-term rental use at 11 W. 5th Street - Case No. PZ 2022-08; Jolene Jackson, applicant

Community Development Director Stephen Lachky stated that the home was located at 11 W. 5th Street and had been operating since spring 2020. Parking was available in front of the building and each renter typically had only one vehicle. A public hearing was held on May 10 and the Planning and Zoning Commission recommended approval for a six-month period.

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN WYLIE TO APPROVE BILL NO. 3189, AN ORDINANCE APPROVING AN APPLICATION FOR A CONDITIONAL USE PERMIT TO ALLOW A LODGING – SHORT-TERM RENTAL USE AT 11 W. 5TH STREET, SUBJECT TO CONDITIONS RECOMMENDED BY THE PLANNING AND ZONING COMMISSION, ON FIRST READING AND POSTPONE THE SECOND READING TO JUNE 7, 2022.

RESULT: MOTION PASSED 8-0.

- E. **Approve the first reading of an ordinance to approve a conditional use permit to allow a short-term rental use at 500 East Street - Case No. PZ 2022-08; Annette Lou Hagen, applicant**

Community Development Director Stephen Lachky said that the multi-family home was located on the northwest corner of 5th Street and Route 9 and one of the four units had been operating since November 2021. A public hearing was held on May 10 and the Planning and Zoning Commission recommended approval for a six-month period. He added that since the property had four units, only one could be a short-term rental, which was identical to the standards in Kansas City, Missouri.

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN WYLIE TO APPROVE BILL NO. 3190, AN ORDINANCE **APPROVING AN APPLICATION FOR A CONDITIONAL USE PERMIT TO ALLOW A *LODGING – SHORT-TERM RENTAL* USE AT 500 EAST STREET, SUBJECT TO CONDITIONS RECOMMENDED BY THE PLANNING AND ZONING COMMISSION, ON FIRST READING AND POSTPONE THE SECOND READING TO JUNE 7, 2022.**

RESULT: MOTION PASSED 8-0.

5. STAFF UPDATES ON ACTIVITIES

A. Administration

City Administrator Alexa Barton said that the new process for staff updates included reports attached to the agenda for citizens and the Board of Aldermen to review, which would be seen at every Board meeting. She noted that updates would be shown at the top of the reports to highlight the changes made since the previous report was presented.

Barton recognized outgoing city attorney Chris Williams and thanked him for his service to the City.

1. City Hall Closed May 30 - Memorial Day

B. Community Development

1. Development Updates

C. Public Works

1. Household Hazardous Waste Collection Event - May 21
2. Electronics Recycling and Paper Shredding Events - June 4

3. Parks Updates

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

Alderman Wassmer said that the Banneker School Foundation was starting a fundraising campaign that would kick off on June 18 at the West Shelter in English Landing Park.

Alderman Whitley thanked Public Works Director Alysén Abel for following up on a resident's report of an unknown substance which turned out to be paint that went into the storm drain.

Public Works Director Alysén Abel provided an update on the Route 9 improvements, noting that milling would begin later in the week and the following week the overlay would begin, depending upon the weather. The road would be one lane with flaggers and staff was in the process of replacing the light poles. Abel noted that she anticipated that the project would be substantially completed in early June.

Alderman Wassmer thanked Police Chief Kevin Chrisman and Public Works Director Alysén Abel for their staff's assistance to remove a downed tree.

7. ADJOURN

Mayor Katerndahl declared the meeting adjourned at 8:10 p.m.

The minutes for May 17, 2022, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the seventh day of June 2022.

Submitted by:

Melissa McChesney
City Clerk Melissa McChesney

