

**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 June 21, 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 Stephen Melton  
Ward 4 Alderman Greg Plumb  
Ward 4 Alderman Michael Lee

Absent:

Ward 3 Alderman Douglas Wylie - *with prior notice*

A quorum of the Board of Aldermen was present.

The following staff was also present:

Alexa Barton, City Administrator

Kevin Chrisman, Police Chief

Stephen Lachky, Community Development Director (via videoconference)

Matthew Chapman, Finance/Human Resources Director

Chris Ashley, Public Works Project Manager

Jeffery Rhodes, Assistant to the City Administrator

Rich Wood, 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 June 21, 2022, as World Cup Day in Parkville**

Mayor Katerndahl presented the proclamation to Alderman Bob Bennett.

**B. Recognize Gary Super for his Eagle Scout project at the Parkville Nature Sanctuary**

Mayor Katerndahl recognized Gary Super for his Eagle Scout project at the Parkville Nature Sanctuary. Parkville Nature Sanctuary Director Kristen Bontrager introduced Gary and his project. Gary Super presented an overview of his project; presentation attached as Exhibit A.

**3. CONSENT AGENDA**

A. Approve the minutes for the June 7, 2022, regular meeting

B. Receive and file the May Municipal Court report

- C. Receive and file the financial report for the month ending May 31, 2022
- D. Receive and file the crime statistics for January through April 2022
- E. Appoint Amanda Blackwood to the Community Land and Recreation Board through May 2023
- F. Appoint Alderman Bennett as liaison to the Main Street Parkville Association
- G. Approve accounts payable from June 3 to June 16, 2022

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

**RESULT:** MOTION PASSED 7-0.

#### **4. ACTION AGENDA**

- A. **Approve the second reading of an ordinance to rezone property at 6300 Highway 9 from "B-2" General Business District to "B-4-P" Planned Business District for Taylor Animal Hospital - Case No. PZ 2022-09; Tim Parsons, applicant**

Mayor Katerndahl stated that the first reading was presented on June 7. No additional information was presented.

Alderman Whitley recused himself because the applicant funded the uniforms for his children's basketball team.

**ACTION:** IT WAS MOVED BY ALDERMAN PLUMB AND SECONDED BY ALDERMAN WASSMER TO APPROVE BILL NO. 3192, AN ORDINANCE **REZONING PROPERTY AT 6300 HIGHWAY 9 FROM "B-2" GENERAL BUSINESS DISTRICT TO "B-4-P" PLANNED BUSINESS DISTRICT FOR TAYLOR ANIMAL HOSPITAL**, ON SECOND READING TO BECOME ORDINANCE NO. 3132.

**RESULT:** MOTION PASSED 6-0.

**AYES:** TINA WELCH, PHILIP WASSMER, BOB BENNETT, STEPHEN MELTON, GREG PLUMB, MICHAEL LEE

**NOES:** NONE

Alderman Whitley rejoined the meeting.

- B. **Adopt an ordinance to approve a cooperative agreement with Platte County for Watkins Park streambank stabilization improvements**

City Administrator Alexa Barton said that the Board previously approved the submission of

a grant application. The City received the grant funding for the project and the cooperative agreement with Platte County required an ordinance. Mayor Katerndahl said that staff recommended both readings in order to expedite the process.

**ACTION:** IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN PLUMB TO APPROVE BILL NO. 3194, AN ORDINANCE APPROVING A COOPERATIVE AGREEMENT WITH PLATTE COUNTY FOR THE 2022 STORMWATER MANAGEMENT PROGRAM FOR STREAMBANK STABILIZATION IMPROVEMENTS NEAR WATKINS PARK, ON FIRST READING.

**RESULT:** MOTION PASSED 7-0.

**ACTION:** IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN PLUMB TO APPROVE BILL NO. 3194, AN ORDINANCE APPROVING A COOPERATIVE AGREEMENT WITH PLATTE COUNTY FOR THE 2022 STORMWATER MANAGEMENT PROGRAM FOR STREAMBANK STABILIZATION IMPROVEMENTS NEAR WATKINS PARK, ON SECOND READING TO BECOME ORDINANCE NO. 3133.

**RESULT:** MOTION PASSED 7-0.

**AYES:** TINA WELCH, PHILIP WASSMER, BRIAN T. WHITLEY, BOB BENNETT, STEPHEN MELTON, GREG PLUMB, MICHAEL LEE

**NOES:** NONE

**ABSTAIN:** NONE

## **5. STAFF UPDATES ON ACTIVITIES**

### **A. Administration**

#### **1. City Hall Closed July 4 - Independence Day**

Finance/Human Resources Director Matthew Chapman stated that City Hall would be closed on July 4 in observance of Independence Day.

#### **2. 2022 Budget Document**

Assistant to the City Administrator Jeffery Rhodes presented the 2022 Budget document; presentation attached as Exhibit B. Discussion focused on street maintenance and the City's debt service availability compared to other cities.

### **B. Community Development**

#### **1. Development Updates**

Community Development Director Stephen Lachky provided an update on the progress of developments in Parkville, noting that Dairy Queen was anticipating to have the building constructed by the end of July and opening in early August; Woods at Creekside 4th and 5th plats, single-family homes on the northwest quadrant of Highway 45 and I-435, would be considered by the Planning and Zoning Commission on July 12 and by Board of Aldermen on July 19; and the said information about the Whataburger restaurant would be provided at the next meeting.

C. **Public Works**

1. **2021-2022 Snow Report**
2. **Streets Report**
3. **Parks Report**

City Administrator Alexa Barton provided an overview of the reports, noting that staff was working with the claims administrator for the farmers market building and the next steps and that the Board of Aldermen and the Community Land and Recreation Board would hold a joint work session on July 13 to discuss the building.

City Attorney Rich Wood introduced Sarah Oldridge who would be assisting him with City projects.

Barton said she spoke with Mayor Katerndahl to discuss cancelling the July 5 meeting due to a lack of staff and aldermen because of the holidays. The consensus of the Board was to cancel the July 5 meeting. They also agreed to cancel the June 27 Finance Committee meeting and defer all the items to July 11.

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

Alderman Whitley discussed parking during street maintenance on Spinnaker Pointe and stated he met with Marcus Flores regarding three families that were experiencing homelessness and what the City could do to help.

Alderman Bennett said he received comments from residents regarding feeding deer, which was prohibited in the Parkville Municipal Code.

Alderman Welch said the YMCA held a meeting to discuss the community garden that donated food to local pantries, which was owned and ran by the YMCA. She also said they were considering a teen program and the YMCA.

7. **ADJOURN**

Mayor Katerndahl declared the meeting adjourned at 7:56 p.m.

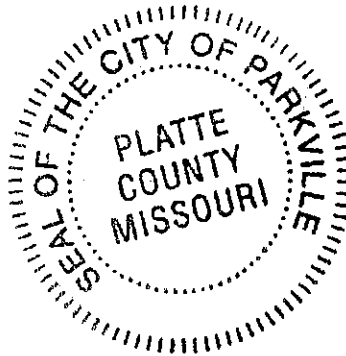
MINUTES OF THE BOARD OF ALDERMEN REGULAR MEETING OF JUNE 21, 2022

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The minutes for June 21, 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 nineteenth day of July 2022.

Submitted by:

Melissa McChesney  
City Clerk Melissa McChesney



# Gary's Eagle Scout Project

...

Parkville Nature Sanctuary

## What I Did

I connected with the Parkville Nature Sanctuary, and planned a forest restoration project. PNS had a nursery, full of young trees that had grown through their pots into the ground. Scouts, volunteers and I worked on transplanting them to a more permanent and suitable area.



I guided helpers to carefully remove the trees from the nursery, without damaging the roots. I educated proper use of tools, and the importance of keeping the root crown exposed out of the dirt.



Scouts and Volunteers got to work digging holes, planting the trees, mulching the trees, and finally watering them.

## The Importance!



Projects like these are essential for the world. Trees sequester carbon out of the atmosphere, and constantly filter our air. They displace invasive plants and keep them out of the forests, which is crucial in order to maintain a clean forest floor. Trees can also provide habitat for a number of living organisms.

## Thanks To:

- My Eagle Scout Coordinator, Doc. Olson
- PNS Representative, Kristen Bontrager
- My great group of helpers for the workday



# 2022 Budget Document Overview

A Guide to Navigate the 2022 Government Finance Officers' Association  
(GFOA) Budget Document

## Outline & Agenda

- ▶ Why?
  - ▶ GFOA Budget Document
- ▶ Review of the 2021 Budget Timeline
- ▶ Major Sections of the Budget Document
- ▶ Key Takeaways
  - ▶ Approved 12/21/21 – a snapshot in time

## Why the GFOA

- ▶ Guidance and support for creating a comprehensive and accessible budget document from the accounting professionals at GFOA – the oldest professional organization (founded in 1906) for public finance professionals in the nation
- ▶ Peer reviewed budget document
  - ▶ The GFOA assigns three reviewers to scour our budget for accuracy, consistency, and completeness. They provide direct feedback on questions or issues they find
  - ▶ In order to be considered a distinguished budget, we must answer the questions and resolve the issues
- ▶ Resources for “Building a Better Budget” with examples, best practices, and case studies from across the nation.

## 2022 Budget Timeline

- ▶ July 2021 – Budget worksheets distributed; Finance Committee reviews budget calendar
- ▶ August 2021 – Public Budget Meetings Commence (CLARB, BOA, Budget Workshop; Budget Request Deadline
- ▶ September 2021 – Staff Budget Meetings – review & creation of operating budget proposal
- ▶ October 2021 – 1<sup>st</sup> & 2<sup>nd</sup> Budget Work Sessions – specific topics covered in each
- ▶ November 2021 – 3<sup>rd</sup> & 4<sup>th</sup> Budget Work Sessions – Draft final budget presented
- ▶ December 2021 – 2022 Budget Approved
- ▶ January 2022 – Fiscal Year Begins
- ▶ Feb – April 2022 – GFOA Budget Document created
- ▶ May 2022 – Submission/Publication of 2022 Budget Document

| BUDGET PROCESS: CALENDAR OF EVENTS                                                                                                                                                                                                           |                      |                      |                      |                      |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|----------------------|----------------------|----------------------|
| August                                                                                                                                                                                                                                       | September            | October              | November             | December             |
| S M T W T F S                                                                                                                                                                                                                                | S M T W T F S        | S M T W T F S        | S M T W T F S        | S M T W T F S        |
| 1 2 3 4 5 6 7                                                                                                                                                                                                                                | 1 2 3 4              | 1 2 3 1 1 2 3 4 5 6  | 1 2 3 4 5 6          | 1 2 3 4              |
| 8 9 10 11 12 13 14                                                                                                                                                                                                                           | 5 6 7 8 9 10 11      | 3 4 5 6 7 8 9        | 7 8 9 10 11 12 13    | 5 6 7 8 9 10 11      |
| 15 16 17 18 19 20 21                                                                                                                                                                                                                         | 12 13 14 15 16 17 18 | 10 11 12 13 14 15 16 | 14 15 16 17 18 19 20 | 12 13 14 15 16 17 18 |
| 22 23 24 25 26 27 28                                                                                                                                                                                                                         | 19 20 21 22 23 24 25 | 17 18 19 20 21 22 23 | 21 22 23 24 25 26 27 | 19 20 21 22 23 24 25 |
| 29 30 31                                                                                                                                                                                                                                     | 26 27 28 29 30       | 24 25 26 27 28 29 30 | 28 29 30             | 26 27 28 29 30 31    |
| <b>July 2021</b>                                                                                                                                                                                                                             |                      |                      |                      |                      |
| 20 <sup>th</sup> Budget worksheets issued to staff for capital and operating budgets (all funds).                                                                                                                                            |                      |                      |                      |                      |
| 26 <sup>th</sup> Review 2021 budget calendar with Finance Committee                                                                                                                                                                          |                      |                      |                      |                      |
| <b>August 2021</b>                                                                                                                                                                                                                           |                      |                      |                      |                      |
| 11 <sup>th</sup> Preliminary review of parks and nature sanctuary budget request by Community Land and Recreation Board (CLARB).                                                                                                             |                      |                      |                      |                      |
| 17 <sup>th</sup> Public hearing on the revised property tax levy for the 2021 tax year.                                                                                                                                                      |                      |                      |                      |                      |
| 20 <sup>th</sup> Board of Aldermen priority setting workshop                                                                                                                                                                                 |                      |                      |                      |                      |
| 27 <sup>th</sup> Deadline for departments to have 2021 Budget requests in to the City Administrator.                                                                                                                                         |                      |                      |                      |                      |
| <b>September 2021</b>                                                                                                                                                                                                                        |                      |                      |                      |                      |
| 1 <sup>st</sup> - 7 <sup>th</sup> Review and creation of initial operating budget for major funds and Capital Improvement Program. Final review of Parks and Nature Sanctuary budget request by Community Land and Recreation Board (CLARB). |                      |                      |                      |                      |
| 14 <sup>th</sup> - 22 <sup>nd</sup> City administrator and department head budget meetings                                                                                                                                                   |                      |                      |                      |                      |
| <b>October 2021</b>                                                                                                                                                                                                                          |                      |                      |                      |                      |
| 1 <sup>st</sup> - 9 <sup>th</sup> Review and creation of second iteration of operating budget for major funds and CIP                                                                                                                        |                      |                      |                      |                      |
| 13 <sup>th</sup> Planning and Zoning Commission review of proposed projects for 2022-2026 CIP                                                                                                                                                |                      |                      |                      |                      |
| 19 <sup>th</sup> First budget work session with the Board of Aldermen on proposed 2022 budget                                                                                                                                                |                      |                      |                      |                      |
| (2 <sup>nd</sup> Tuesday - 5:30 p.m.) Revenue forecast, General Fund operating budget, Emergency Reserve Fund, Debt Service Funds, minor funds                                                                                               |                      |                      |                      |                      |
| 25 <sup>th</sup> Second budget work session with the Board of Aldermen on proposed 2022 budget and 2022-2026 CIP. (Monday - 5:30 p.m.) Capital Improvement Plan, Parks Sales Tax Fund, Transportation Fund, General Fund operating follow-up |                      |                      |                      |                      |
| <b>November 2021</b>                                                                                                                                                                                                                         |                      |                      |                      |                      |
| 2 <sup>nd</sup> Third budget work session with the Board of Aldermen on proposed 2022 Budget and 2022-2026 CIP. (1 <sup>st</sup> Tuesday - 6:00 p.m.) Sewer Fund, miscellaneous follow-up                                                    |                      |                      |                      |                      |
| 16 <sup>th</sup> Fourth and final budget work session with the Board of Aldermen on proposed 2022 Budget and 2022-2026 CIP. (2 <sup>nd</sup> Tuesday - 6:00 p.m.) Summary review of final budgets follow-up from past budget work sessions.  |                      |                      |                      |                      |
| <b>December 2021</b>                                                                                                                                                                                                                         |                      |                      |                      |                      |
| 7 <sup>th</sup> First reading of ordinance adopting the 2021 budget, 2022-2026 CIP (1 <sup>st</sup> Tuesday - 7:00 p.m.)                                                                                                                     |                      |                      |                      |                      |
| 21 <sup>st</sup> Second and final reading of ordinance adopting the 2022 budget and 2022-2026 CIP, and amended 2021 City Budget for select funds if necessary (3 <sup>rd</sup> Tuesday - 7:00 p.m.)                                          |                      |                      |                      |                      |
| <b>2022</b>                                                                                                                                                                                                                                  |                      |                      |                      |                      |
| January 1 <sup>st</sup> 2022 fiscal year begins                                                                                                                                                                                              |                      |                      |                      |                      |
| Feb-Mar Publication of adopted 2022 budget document                                                                                                                                                                                          |                      |                      |                      |                      |
| 22  Denotes an action or review by the Board of Aldermen                                                                                                    |                      |                      |                      |                      |

## Major Sections

- ▶ The annual budget is an comprehensive and indexed document that includes the complete budget picture – past, present, and future – for the City of Parkville
  - ▶ Budget Message, Strategic Goals, Budget Process, Budget Policies, Development Timeline, and context for the layperson
  - ▶ Since 70-80% of a department budget is spent on personnel, our budget includes information about how much we spend on staffing
  - ▶ Detailed financials of every fund are included – featuring revenue, expenditures, and Capital Improvements (CIP) - where applicable
    - ▶ CIP projects are forecasted out 5 years and fully detailed
  - ▶ Performance statistics from our annual report are provided to give context to what our dollars do for our community

## POSITION SUMMARY SCHEDULE

| MAYOR AND BOARD |                     |                   |
|-----------------|---------------------|-------------------|
|                 | Number of Positions | Personnel Budget  |
| 2020            | 9                   | \$57,800          |
| 2021            | 9                   | \$57,800          |
| 2022            | 9                   | \$57,800          |
| Change          | 0                   | -                 |
| % Change        | 0%                  | -                 |
| Incumbent       | 2022 Positions      | Status            |
| Johnston        | Mayor               | Elected Part-Time |
| Wassmer         | Ward 1 Alderman     | Elected Part-Time |
| Welch           | Ward 2 Alderman     | Elected Part-Time |
| Whitley         | Ward 3 Alderman     | Elected Part-Time |
| Ritman          | Ward 4 Alderman     | Elected Part-Time |
| Wiley           | Ward 5 Alderman     | Elected Part-Time |
| Lock            | Ward 6 Alderman     | Elected Part-Time |
| Plumb           | Ward 7 Alderman     | Elected Part-Time |
| Sportsman       | Ward 8 Alderman     | Elected Part-Time |

| MUNICIPAL COURT |                            |                   |
|-----------------|----------------------------|-------------------|
|                 | Number of Positions        | Personnel Budget  |
| 2020            | 2                          | \$87,991          |
| 2021            | 1.5                        | \$65,803          |
| 2022            | 1.5                        | \$67,237          |
| Change          | 0                          | \$1,434           |
| % Change        | 0%                         | 2.22%             |
| Incumbent       | 2022 Positions             | Status            |
| Humiston        | Judge                      | Elected Part-Time |
| Rizzoli         | Administrative Court Clerk | Full-Time         |

| COMMUNITY DEVELOPMENT |                      |                  |
|-----------------------|----------------------|------------------|
|                       | Number of Positions  | Personnel Budget |
| 2020                  | 5                    | \$223,564        |
| 2021                  | 4.5                  | \$258,023        |
| 2022                  | 4.5                  | \$256,360        |
| Change                | 0                    | -\$1,663         |
| % Change              | 0%                   | -0.64%           |
| Incumbent             | 2022 Positions       | Status           |
| Lachky                | Community Dev.       | Full-Time        |
| Nolan                 | Building Official    | Full-Time        |
| Gaul                  | Building Inspector   | Full-Time        |
| Vacant                | Code Enforcement     | Part-Time        |
| Stanton               | Department Assistant | Full-Time        |

| ADMINISTRATION |                     |                  |
|----------------|---------------------|------------------|
|                | Number of Positions | Personnel Budget |
| 2020           | 6.5                 | \$419,182        |
| 2021           | 6.5                 | \$422,164        |
| 2022           | 7                   | \$436,176        |
| Change         | 0.5                 | \$13,991         |
| % Change       | 0%                  | 3.31%            |
| Incumbent      | 2022 Positions      | Status           |
| Barton         | City Administrator  | Full-Time        |
| McChesney      | City Clerk          | Full-Time        |
| Hefley         | Treasurer           | Full-Time        |
| Chapman        | Finance/HR Director | Full-Time        |
| Rhodes         | Asst to the CA      | Full-Time        |
| Morton         | Billing Clerk       | Full-Time*       |
| Stark          | Receptionist        | Part-Time        |
| Vacant         | Receptionist        | Part-Time        |

| PUBLIC WORKS - ADMINISTRATION |                        |                  |
|-------------------------------|------------------------|------------------|
|                               | Number of Positions    | Personnel Budget |
| 2020                          | 3                      | \$200,489        |
| 2021                          | 3.5                    | \$197,611        |
| 2022                          | 3                      | \$196,450        |
| Change                        | -0.5                   | -\$1,161         |
| % Change                      | -14%                   | -0.59%           |
| Incumbent                     | 2022 Positions         | Status           |
| Abel                          | Director               | Full-Time        |
| Buckmaster                    | Department Assistant   | Full-Time        |
| Blair                         | Construction Inspector | Part-Time        |
| Ashley                        | Project Manager        | Part-Time        |

| TOTAL POSITION SUMMARY |                     |                  |
|------------------------|---------------------|------------------|
|                        | Number of Positions | Personnel Budget |
| 2020                   | 56.5                | \$2,464,612      |
| 2021                   | 58.5                | \$2,621,344      |
| 2022                   | 60                  | \$2,882,539      |
| Change                 | 1.5                 | \$251,195        |
| % Change               | 3%                  | 5.97%            |

\*Shared full-time between Sewer and Administration Department  
 \*\* Change due to addition of more hours to PKS Director, and addition of two more Police Officers.

## POSITION SUMMARY SCHEDULE

| POLICE    |                     |                  |
|-----------|---------------------|------------------|
|           | Number of Positions | Personnel Budget |
| 2020      | 18                  | \$942,461        |
| 2021      | 20                  | \$1,049,980      |
| 2022      | 20                  | \$1,241,712      |
| Change    | 0                   | \$191,732        |
| % Change  | 0%                  | 19.41%           |
| Incumbent | 2022 Positions      | Status           |
| Chrisman  | Chief               | Full-Time        |
| Jordan    | Captain             | Full-Time        |
| Hubbell   | Sergeant Detective  | Full-Time        |
| Stone     | Sergeant            | Full-Time        |
| Tomlin    | Sergeant            | Full-Time        |
| Gee       | Sergeant            | Full-Time        |
| McMillan  | Officer             | Full-Time        |
| Woodridge | Officer             | Full-Time        |
| Layton    | Sergeant            | Full-Time        |
| Heckadon  | Officer             | Full-Time        |
| Hill      | Officer             | Full-Time        |
| Allwood   | Officer             | Full-Time        |
| Liberty   | Receptionist        | Full-Time        |
| Correa    | Officer             | Full-Time        |
| McCauley  | Officer             | Full-Time        |
| Fryer     | Officer             | Full-Time        |
| Vacant    | Officer             | Full-Time        |
| Vacant    | Officer             | Full-Time        |
| Vacant    | Officer             | Full-Time        |
| Vacant    | Officer             | Full-Time        |

| PUBLIC WORKS - OPERATIONS (STREETS) |                     |                  |
|-------------------------------------|---------------------|------------------|
|                                     | Number of Positions | Personnel Budget |
| 2020                                | 7                   | \$296,597        |
| 2021                                | 7                   | \$293,656        |
| 2022                                | 7                   | \$302,862        |
| Change                              | 0                   | \$9,206          |
| % Change                            | 0%                  | 3.14%            |
| Incumbent                           | 2022 Positions      | Status           |
| Vacant                              | Operations Director | Full-Time        |
| Johnson                             | Skilled Laborer     | Full-Time        |
| White                               | Laborer             | Full-Time        |
| Lowell                              | Laborer             | Full-Time        |
| Whitby                              | Laborer             | Full-Time        |
| Taylor                              | Laborer             | Full-Time        |
| Vacant                              | Laborer             | Full-Time        |

| SEWER UTILITY |                     |                  |
|---------------|---------------------|------------------|
|               | Number of Positions | Personnel Budget |
| 2020          | 0.5                 | \$20,879         |
| 2021          | 0.5                 | \$20,137         |
| 2022          | 0.5                 | \$20,962         |
| Change        | 0                   | \$825            |
| % Change      | 0%                  | 40%              |
| Incumbent     | 2022 Positions      | Status           |
| Morton        | Sewer Billing Clerk | Full-Time*       |

| PUBLIC WORKS - OPERATIONS (PARKS) |                     |                    |
|-----------------------------------|---------------------|--------------------|
|                                   | Number of Positions | Personnel Budget   |
| 2020                              | 5                   | \$184,008          |
| 2021                              | 5                   | \$197,124          |
| 2022                              | 6                   | \$251,244          |
| Change                            | 1                   | \$54,120           |
| % Change                          | 20%                 | 27.45%             |
| Incumbent                         | 2022 Positions      | Status             |
| Barnard                           | Superintendent      | Full-Time          |
| Phelan                            | Laborer             | Full-Time          |
| Schaffner                         | Laborer             | Full-Time          |
| Vacant                            | Parks Director      | Full-Time          |
| Vacant                            | Seasonal Laborer    | Seasonal Full-Time |
| Vacant                            | Seasonal Laborer    | Seasonal Full-Time |
| Vacant                            | Seasonal Laborer    | Seasonal Full-Time |

| NATURE SANCTUARY |                     |                  |
|------------------|---------------------|------------------|
|                  | Number of Positions | Personnel Budget |
| 2020             | 1                   | \$36,051         |
| 2021             | 1.5                 | \$49,626         |
| 2022             | 1.5                 | \$39,632         |
| Change           | 0                   | -\$9,994         |
| % Change         | 0%                  | -20%             |
| Incumbent        | 2022 Positions      | Status           |
| Bontrager        | Director            | Full-Time        |
| Frazier          | Assistant Director  | Part-Time        |

1.0 = Full Time Position (Including Elected Officials)  
 0.5 = Part-time or Seasonal Full/Part Time  
 Note: Personnel Budget includes salaries and overtime only.

## FY 2022 ALL FUNDS SUMMARY

| FY 2022 All Funds Summary            |                                  |               |                       |               |                               |
|--------------------------------------|----------------------------------|---------------|-----------------------|---------------|-------------------------------|
| Fund                                 | Estimated Beginning Fund Balance | Revenues      | Total Revenue Sources | Expenditures  | Estimated Ending Fund Balance |
| General Fund                         | 1,194,820                        | 5,812,511     | 7,007,331             | 5,703,121     | 1,304,211                     |
| Emergency Reserve Fund               | 1,332,108                        | 0             | 1,332,108             | 0             | 1,332,108                     |
| Sewer Fund                           | 746,285                          | 1,615,505     | 2,361,790             | 1,833,716     | 528,074                       |
| Special Revenue Funds                |                                  |               |                       |               |                               |
| Transportation Fund                  | 209,786                          | 1,130,427     | 1,340,213             | 1,316,262     | 23,951                        |
| Parks Sales Tax                      | 489,160                          | 2,027,804     | 2,516,964             | 2,516,936     | 28                            |
| Fewson Fund                          | 604,554                          | 5,500         | 610,054               | 417,440       | 192,614                       |
| Economic Development Fund            | 9,316                            | 85,000        | 94,316                | 83,000        | 11,316                        |
| American Rescue Plan Act (ARPA)      | 522,594                          | 722,594       | 1,245,188             | 425,000       | 820,188                       |
| Nature Sanctuary Donation Fund       | 263,236                          | 6,700         | 269,936               | 4,200         | 265,736                       |
| Parks Donation Fund                  | 10,107                           | 2,500         | 12,607                | 5,000         | 7,607                         |
| Veterans Memorial Fund               | 41,735                           | 100,000       | 141,735               | 65,000        | 76,735                        |
| Projects Fund                        | 2,912,223                        | 325,000       | 3,237,223             | 3,102,754     | 134,469                       |
| Special Revenue Subtotal             | 4,987,711                        | 4,405,525     | 9,468,236             | 7,935,592     | 1,532,644                     |
| Debt Service Funds                   |                                  |               |                       |               |                               |
| Certificates of Participation (COPs) | 0                                | 487,769       | 487,769               | 427,564       | 60,205                        |
| Brush Creek NID                      | 0                                | 341,361       | 341,361               | 341,361       | 0                             |
| Brink Meyer NID                      | 0                                | 233,665       | 233,665               | 233,665       | 0                             |
| Sewer Debt Service                   | 0                                | 181,549       | 181,549               | 181,549       | 0                             |
| Road Capital Maintenance             | 0                                | 440,328       | 440,328               | 440,328       | 0                             |
| Debt Service Subtotal                | 0                                | 1,684,673     | 1,684,673             | 1,624,468     | 60,205                        |
| GRAND TOTAL                          | \$ 8,260,924                     | \$ 13,518,210 | \$ 21,854,139         | \$ 17,096,897 | \$ 4,757,241                  |

## GENERAL FUND SUMMARY

Revenue and Expenditure Summary  
 The General Fund includes most City activities including Administration, Police, Municipal Court, Community Development, Public Works, Streets, Parks, the Parkville Nature Sanctuary, Public Information, and Information Technology.

|                                          | 2019 Actual  | 2020 Actual  | 2021 Budget  | 2021 Unaudited | 2022 Budgeted |
|------------------------------------------|--------------|--------------|--------------|----------------|---------------|
| Beginning Fund Balance                   | 1,747,951    | 1,801,183    | 990,919      | 990,919        | 1,194,211     |
| Revenues                                 |              |              |              |                |               |
| Taxes                                    | 2,434,183    | 2,389,979    | 2,538,198    | 2,582,470      | 2,464,267     |
| Licenses                                 | 61,530       | 56,621       | 62,700       | 70,581         | 71,594        |
| Permits                                  | 509,382      | 504,098      | 389,100      | 518,981        | 496,139       |
| Franchise Fees                           | 803,146      | 792,513      | 859,000      | 816,131        | 808,000       |
| Other Revenue                            | 36,169       | 15,188       | 34,194       | 30,885         | 30,885        |
| Court Revenue                            | 130,597      | 61,118       | 130,000      | 66,310         | 75,000        |
| Interest Income                          | 7,121        | 6,755        | 7,500        | 5,531          | 6,763         |
| Miscellaneous Revenue                    | 671,716      | 835,758      | 506,500      | 428,719        | 539,907       |
| Grant Revenue                            | 430,406      | -            | 7,320        | -              | 10,000        |
| Transfers                                | 415,000      | 289,221      | 566,200      | 866,200        | 1,077,936     |
| Total - General Fund Revenues:           | \$ 4,799,230 | \$ 4,931,250 | \$ 5,100,712 | \$ 5,393,130   | \$ 5,812,511  |
| Total Sources:                           | \$ 7,227,181 | \$ 6,732,433 | \$ 6,091,631 | \$ 6,384,049   | \$ 7,007,331  |
| Expenditures                             |              |              |              |                |               |
| Administration                           | 1,520,659    | 1,358,080    | 1,388,267    | 1,459,168      | 1,291,661     |
| Police                                   | 1,286,838    | 1,334,469    | 1,660,413    | 1,453,045      | 1,872,390     |
| Municipal Court                          | 155,778      | 150,061      | 172,699      | 127,806        | 136,569       |
| Public Works                             | 277,370      | 282,824      | 313,199      | 285,041        | 316,139       |
| Community Development                    | 292,843      | 301,398      | 359,311      | 344,834        | 367,386       |
| Street Department                        | 399,253      | 416,669      | 486,779      | 493,658        | 512,750       |
| Parks Department                         | 350,375      | 423,476      | 361,310      | 441,186        | 527,475       |
| Nature Sanctuary                         | 46,583       | 51,679       | 61,898       | 59,142         | 62,941        |
| Public Information                       | 19,602       | 23,753       | 30,340       | 34,293         | 29,560        |
| Information Technology                   | 48,796       | 63,049       | 60,745       | 75,821         | 61,136        |
| Capital Outlay (COP)                     | 710,300      | 166,550      | 323,975      | 360,868        | 227,411       |
| Transfers                                | 317,500      | 972,618      | 359,420      | 359,420        | 291,162       |
| Total - General Fund Expenditures:       | \$ 4,425,997 | \$ 5,744,625 | \$ 6,667,770 | \$ 5,293,742   | \$ 7,031,121  |
| Estimated Ending Fund Balance (deficit): | \$ 1,801,183 | \$ 987,808   | \$ 803,763   | \$ 1,090,307   | \$ 1,304,211  |

## Key Takeaways from the Budget

- ▶ The 2022 operating budget is \$17,096,898
  - ▶ Projected Revenue = \$21,854,139
  - ▶ Budget Surplus = \$4,757,241
- ▶ The General Fund is the only unrestricted fund in the budget
- ▶ The City earmarked \$6,341,068 for Capital Improvement Projects in 2022
  - ▶ \$2,777,754 in the projects fund
  - ▶ \$2,404,500 in the Parks CIP fund
- ▶ The City of Parkville manages its debt successfully and continues to prioritize the effective management of our debt service to help shore up City finances
  - ▶ The City has around \$10.7 million in outstanding debt, about 18% of our statutory debt limit
  - ▶ The City will process about \$1.6 million in debt payments in 2022