



BOARD OF ALDERMEN
Regular Meeting Agenda
CITY OF PARKVILLE, MISSOURI
Tuesday, October 4, 2022 7:00 PM
City Hall Board Room

Next numbers: Bill No. 3210 / Ord. No. 3142

1. CALL TO ORDER

- A. Roll Call
- B. Pledge of Allegiance

2. CITIZEN INPUT

3. CONSENT AGENDA

- A. Approve the minutes for the September 20, 2022, regular meeting
- B. Approve the minutes for the September 20, 2022, work session
- C. Receive and file the proposed 2023 budget for the Parkville Commons Community Improvement District
- D. Receive and file the proposed 2023 budget for the Parkville Old Towne Market Community Improvement District
- E. Approve a temporary resort with Sunday sales liquor license for Rochester Brewing and Roasting Company, a restaurant/coffee cafe located at 100 S. Main Street (formerly Incahooots)
- F. Approve a purchase order with Dale Brothers for the salt and sand material for emergency snow operations
- G. Approve Work Authorization No. 150 with North Hills Engineering for the Riss Lake Low Pressure Sanitary Sewer Evaluation
- H. Approve a construction agreement with She Digs It for the Watkins Park Streambank Stabilization project
- I. Renew the farming land use agreement with Brian Kringle for property near the Wastewater Treatment Plant
- J. Approve accounts payable from September 16 to September 29, 2022

Please Note: All matters listed under "Consent Agenda" are considered to be routine by the Board of Aldermen and will be enacted upon under one motion without discussion. Any member of the Board of Aldermen may be allowed to request an item be pulled from the Consent Agenda for consideration under the regular agenda if debate and a separate motion are desired. Any member of the Board of Aldermen may be allowed to question or comment on an item on the Consent Agenda without a separate motion under the regular agenda. Items not removed from the Consent Agenda will stand approved upon motion made by any alderman, followed by a second and a voice vote to "Approve the consent agenda and recommended motions for each item as presented."

4. ACTION AGENDA

Posted Date & Time: Friday, September 30, 2022 @ 2:30 PM By: Jeffery Rhodes

- A. Approve the second reading of an ordinance to amend Parkville Municipal Code Section 405.040, Subsection K, to revise existing provisions and guidelines for short-term residential dwelling rentals - Case No. PZ 2022-30 (Community Development)
- B. Approve Resolution No. 22-016 setting the fees for short-term residential dwelling rentals in the Schedule of Fees (Administration)
- C. Approve the second reading of an ordinance to approve the final plat of River Hills Estates Replat of Lots 23-29, a residential subdivision containing seven lots and one tract of open space on approximately 4.18 acres - Case No. PZ 2022-35; Parkville Investors, LLC, applicant (Community Development)
- D. Approve the first reading of an ordinance to rezone Vertical Ventures III, Lot 5 from "BP" Business Park District to "I-1-P" Planned Light Industrial District - Case No. PZ 2022-26 (Community Development)
- E. Approve Resolution No. 22-017 returning historical signage to its original owners (Administration)

5. STAFF UPDATES ON ACTIVITIES

- A. Community Development
 - 1. Development Update
- B. Public Works
 - 1. Fall Cleanup Events
- C. Parks & Recreation

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

7. UPCOMING MEETINGS

- A.
 - Tuesday, Oct. 18, 2022: Work session at 5:30 p.m.; regular meeting at 7:00 p.m.
 - Tuesday, Nov. 1, 2022: Work session at 5:30 p.m.; regular meeting at 7:00 p.m.
 - Tuesday, Nov. 15, 2022: Work session at 5:30 p.m.; regular meeting at 7:00 p.m.
 - Tuesday, Dec. 6, 2022: Work session at 5:30 p.m.; regular meeting at 7:00 p.m.

8. EXECUTIVE SESSION

- A. The Board of Aldermen may enter into closed session pursuant to:
 - RSMo. 610-021(1) for legal actions, litigation and attorney-client communication
 - RSMo. 610-021(3) and/or (13) for personnel matters
 - RSMo. 610-021(12) for sealed bids and contract negotiations

9. ADJOURN

General Agenda Notes:

The agenda closed at noon on September 29, 2022. With the exception of emergencies or other urgent matters, any item requested after the agenda was closed will be placed on the next Board meeting agenda. The deadline to submit your name for Citizen Input is noon on October 4, 2022.

1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. at City Hall, 8880 Clark Avenue, Parkville, Missouri on September 20, 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 Bob Bennett
Ward 3 Alderman Douglas Wylie
Ward 4 Alderman Greg Plumb

Absent:

Ward 2 Alderman Brian T. Whitley – *with prior notice*
Ward 3 Alderman Stephen Melton – *with prior notice*
Ward 4 Alderman Michael Lee – *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
Alysen Abel, Public Works Director
Stephen Lachky, Community Development Director
Matthew Chapman, Finance/Human Resources Director
Brittanie Propes, Parks & Recreation 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 September 17-23, 2022, as Constitution Week

Mayor Katerndahl presented the proclamation to Kathleen Bird and members of the Daughters of the American Revolution.

3. CONSENT AGENDA

- A. Approve the minutes for the August 22, 2022, work session
- B. Approve the minutes for the August 30, 2022, regular meeting
- C. Receive and file the August Municipal Court report

- D. Receive and file the financial report for the month ending August 31, 2022
- E. Receive and file the crime statistics for January through July 2022
- F. Receive and file the proposed 2023 budget for the Parkville Market Place Community Improvement District
- G. Receive and file the proposed 2023 budget for the Parkville Market Place #2 Community Improvement District
- H. Declare items as surplus and authorize their disposal
- I. Approve Resolution No. 22-014 to destroy certain paper records past their required retention schedule
- J. Approve an agreement with Baker Tilly Municipal Advisors to provide municipal services
- K. Approve Resolution No. 22-015 to sponsor the National League of Cities 2022 City Summit
- L. Approve a contract with the Platte County Economic Development Council for economic development services
- M. Approve the purchase and installation of a new outdoor warning siren near the Creekside development in western Parkville by Federal Signal Corporation
- N. Approve a construction agreement with She Digs It for the Wastewater Treatment Plant Aeration Basin Diffuser and Stair Reconstruction project
- O. Approve a construction agreement with Heartland Traffic Services for the 2022 Pavement Marking Program
- P. Approve Work Authorization No. 15 with BBN Architects for the architectural services for the Farmers Market building
- Q. Approve accounts payable from August 26 to September 15, 2022

Alderman Bennett stated that there were no anticipated expenditures for public improvement costs for items 3F and 3G.

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

RESULT: MOTION PASSED 5-0.

4. NON-ACTION AGENDA

A. **Review the audit for fiscal year 2021 as prepared by Hood and Associates**

Finance/Human Resources Director Matthew Chapman stated that the auditors completed the 2021 audit and provided an unmodified opinion.

Michael Keenan, Hood and Associates CPAs, presented an overview of the 2021 audit; presentation attached as Exhibit A. A single audit was completed for the Route 9 improvements and he said there were no issues with compliance found during the audit.

5. **ACTION AGENDA**

A. **Approve a construction agreement with Gann Asphalt & Concrete for improvements to the Southern Platte Pass Trail**

Public Works Director Alysén Abel stated that the agreement would repair portions of the Southern Platte Pass Trail along Highway 45 between Klammer Road and Highway 9. The City had a maintenance agreement with the Missouri Department of Transportation to maintain the greenspace and medians in the area. Staff determined which areas needed milling and overlay and which areas only needed overlay. Three bids were received and Gann Asphalt was the low bidder. They had done work as a subcontractor with Havens Construction who did work for the City. The funding was programmed in the Parks Sales Tax Capital Improvement Program.

Discussion focused on trail connectivity, which was a priority of the Community Land and Recreation Board for the park sales tax educational materials, and only one side of the trail would be closed at a time during the construction.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN PLUMB TO APPROVE THE CONSTRUCTION AGREEMENT WITH GANN ASPHALT & CONCRETE FOR IMPROVEMENTS TO THE SOUTHERN PLATTE PASS TRAIL IN THE AMOUNT OF \$55,190.

RESULT: MOTION PASSED 5-0.

B. **Approve Change Order No. 3 with McConnell & Associates for site preparation and foundation work to move the Grigsby statue in Pocket Park**

Parks and Recreation Director Brittanie Propes said that the project included adding a new concrete slab at the new location of the Grigsby statue, repairing the existing location and adding a bump-out to the frontage of the park along Main Street.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN PLUMB TO APPROVE CHANGE ORDER NO. 3 WITH MCCONNELL & ASSOCIATES FOR SITE PREPARATION AND FOUNDATION WORK TO MOVE THE GRIGSBY STATUE IN POCKET PARK IN THE AMOUNT OF \$12,500.

RESULT: MOTION PASSED 5-0.

City Administrator Alexa Barton said that there would be discussion at a future Community

Land and Recreation Board to rename the park, which would also be presented to the Board of Aldermen for approval.

C. **Approve a preliminary engineering services agreement with BNSF Railway Company for the Quiet Zone Project**

Community Development Director Stephen Lachky provided an overview of the quiet zone discussions, noting that complaints were received about the volume and frequency of train noise. He said one way to mitigate it was to implement a quiet zone where the engineer did not sound the horn at the railroad crossings. Another option was to add wayside horns. Lachky said the first step was an engineering assessment completed by the railroads third-party engineer to determine what safety measures were needed and would show what safety measures the City could implement. The City could then determine the next steps.

Discussion focused on inviting partners to participate, such as Park University, approval of the agreement did not promise a quiet zone or wayside horns downtown and providing the public an opportunity to provide comments.

Elaine Kellerman, 5243 NW Bluff Circle, spoke in opposition to expenditure; comments submitted for the public record attached as Exhibit B.

ACTION: IT WAS MOVED BY ALDERMAN DOUGLAS AND SECONDED BY ALDERMAN PLUMB TO APPROVE A PRELIMINARY ENGINEERING SERVICES AGREEMENT WITH BNSF RAILWAY COMPANY FOR THE QUIET ZONE PROJECT IN THE AMOUNT OF \$16,315.

RESULT: MOTION PASSED 5-0.

D. **Approve the second reading of an ordinance to approve a conditional use permit to operate a recreation - indoor, limited use at 2 E. 2nd Street - Case No. PZ22-24; JCI KC, LLC, applicant**

Mayor Katerndahl stated that the first reading was presented on August 30. No additional information was presented.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN PLUMB TO APPROVE BILL NO. 3205, AN ORDINANCE APPROVING A CONDITIONAL USE PERMIT TO OPERATE A RECREATION - INDOOR, LIMITED USE AT 2 E. 2ND STREET, ON SECOND READING TO BECOME ORDINANCE NO. 3141.

RESULT: MOTION PASSED 5-0.

AYES: TINA WELCH, PHILIP WASSMER, BOB BENNETT, DOUGLAS WYLIE, GREG PLUMB

NOES: NONE

ABSTAIN: NONE

E. **Approve the first reading of an ordinance to amend Parkville Municipal Code Section 405.040, Subsection K, to revise existing provisions and guidelines for short-term**

residential dwelling rentals - Case No. PZ 2022-30

Community Development Director Stephen Lachky said that the short-term rental code was for residential districts only and he provided a history of the discussions that took place. He said that since the Code was approved in September 2021, four applications were submitted and three had been approved. The Board had concerns related to the quality of life as more applications were submitted and that too many could dilute the character of the community. Lachky said he participated in regional discussions on how other communities were handling short-term rentals and five points were discussed that included limiting the total number allowed; requiring that they be owner-occupied; providing adequate on-site parking, not including on-street parking; limiting to one unit per property; and making the process more administrative, as long as all the requirements were met, so applications no longer require a public hearing by the Planning and Zoning Commission and final approval by the Board. The Planning and Zoning Commission approved the text amendment on September 13.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN PLUMB TO APPROVE BILL NO. 3208, AN ORDINANCE AMENDING PARKVILLE MUNICIPAL CODE SECTION 405.040, SUBSECTION K AMENDING THE EXISTING PROVISIONS AND GUIDELINES FOR SHORT-TERM RESIDENTIAL DWELLING RENTALS, ON FIRST READING AND POSTPONE THE SECOND READING TO OCTOBER 4, 2022.

RESULT: MOTION PASSED 5-0.

F. **Approve the first reading of an ordinance to approve the final plat of River Hills Estates Replat of Lots 23-29, a residential subdivision containing seven lots and one tract of open space on approximately 4.18 acres - Case No. PZ 2022-35; Parkville Investors, LLC, applicant**

Community Development Director Stephen Lachky stated that since the area was planned in January 1999, lots 23 through 29 were the only lots that were not developed because of topography issues. The final plat would reconfigure the seven lots, create an open space tract to provide access to build new homes and allow driveways behind the homes. The Planning and Zoning Commission held a public hearing in August. Lachky said they revised the text amendment twice and he provided an overview of the changes.

ACTION: IT WAS MOVED BY ALDERMAN DOUGLAS AND SECONDED BY ALDERMAN PLUMB TO APPROVE BILL NO. 3209, AN ORDINANCE APPROVING THE FINAL PLAT OF RIVER HILLS ESTATES REPLAT OF LOTS 23-29, A SUBDIVISION IN THE CITY OF PARKVILLE, PLATTE COUNTY, MISSOURI, SUBJECT

TO STAFF CONDITIONS, ON FIRST READING AND POSTPONE THE SECOND READING TO OCTOBER 4, 2022.

RESULT: MOTION PASSED 5-0.

6. STAFF UPDATES ON ACTIVITIES

A. Administration

1. 2023 Budget Calendar

B. **Community Development**

1. **Development Updates**

Community Development Director Stephen Lachky said that the Ripple Glass recycling container was temporarily relocated during the construction of the Dairy Queen.

C. Public Works

1. **Electronics Recycling and Paper Shredding Events - October 1, 2022**

Public Works Director Alysén Abel said that the last electronics recycling and paper shredding events in 2022 were scheduled for October 1. She added that the fall cleanup events were scheduled in October. The Fall Cleanup was set for October 15, curbside pickup was set for October 17 and the extended yard waste drop off was set for October 17 through November 23.

D. **Parks and Recreation**

Parks and Recreation Director Brittanie Propes provided an update on the farmers market planning, noting that a work session was originally scheduled on October 27 and would be rescheduled to November 9 prior to the Community Land and Recreation Board meeting. She hoped to have the small committee meet on October 27 to review the design options from BBN Architects.

She said that the bid opening was held for the Watkins Park streambank stabilization and that Parkville Nature Sanctuary Director Kristen Bontrager was looking for volunteers to help with Ghost Stories on October 29.

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

Alderman Plumb said that he saw two Parkville officers in unincorporated Platte County teaching Cub Scouts about bike safety.

Alderman Welch said that she was the liaison to the YMXA and some of their events were being

combined because the director was covering both locations. She also said she attended the Platte County Chamber of Commerce meeting and requested that they provide an update to the Board at a future meeting.

City Administrator Alexa Barton said that the Parkville Chamber of Commerce set regularly

scheduled blood drives and the next one at City Hall would be on October 5.

8. UPCOMING MEETINGS

- A.
- Tuesday, October 4, 2022 at 7:00 p.m.
 - Tuesday, October 18, 2022 at 7:00 p.m.
 - Tuesday, November 1, 2022 at 7:00 p.m.
 - Tuesday, November 15, 2022 at 7:00 p.m.

9. EXECUTIVE SESSION

10. ADJOURN

Mayor Katerndahl declared the meeting adjourned at 8:14 p.m.

The minutes for September 20, 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 fourth day of October 2022.

Submitted by:

City Clerk Melissa McChesney

1. GENERAL AGENDA

Mayor Dean Katerndahl opened the work session at 6:06 p.m. on September 20, 2022, at City Hall, 8880 Clark Avenue, Parkville, Missouri. In attendance were aldermen Tina Welch, Philip Wassmer, Bob Bennett, Douglas Wylie and Greg Plumb.

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

Brittanie Propes, Parks & Recreation Director

Chris Ashley, Public Works Project Manager

Jeffery Rhodes, Assistant to the City Administrator

Rich Wood, City Attorney

A. Review the process to establish a quiet zone in downtown Parkville

Community Development Director Stephen Lachky provided a background of a quiet zone in downtown Parkville; presentation attached as Exhibit A. He said that the City had discussed a quiet zone since 2004 and held several open houses.

Discussion focused on a monitoring system to video the locations that would provide documentation if a horn did or did not sound and wayside horns that pointed downward to carry the sound down.

William Siegel, 13 W. 7th Street; expressed his support of the project.

2. ADJOURN

The work session ended at 6:44 p.m.

The work session minutes for September 20, 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 fourth day of October 2022.

Submitted by:

City Clerk Melissa McChesney

**CITY OF PARKVILLE
Policy Report**

Date: September 22, 2022

Prepared By:

Melissa McChesney, City Clerk

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Receive and file the proposed 2023 budget for the Parkville Commons Community Improvement District

BACKGROUND:

On June 5, 2007, the Board of Aldermen adopted Ordinance No. 2345 that established the Parkville Commons Community Improvement District (PC-I CID). The Missouri Community Improvement District Act, RSMo Section 67.1401 through 67.1571, requires all community improvement districts (CIDs) to submit to the Board of Aldermen a proposed annual budget setting forth expenditures, revenues and rates of assessments and taxes, if any, for the fiscal year. The governing body may review the proposed budget and submit written comments up to 60 days prior to the start of the fiscal year, but such comments are only recommendations.

The PC-I CID held a meeting on September 15, 2022, and approved a resolution adopting their 2023 budget. Dale Brouk submitted their budget to the City Clerk on September 20.

BUDGET IMPACT:

There is no impact to the budget.

ALTERNATIVES:

1. Provide comments to the Parkville Commons CID.
2. Postpone the item.

FINANCE COMMITTEE RECOMMENDATION:

The item was not presented to the Finance Committee, but is being taken directly to the Board of Aldermen for consideration.

STAFF RECOMMENDATION:

Staff recommends receiving and filing the proposed 2023 budget for the Parkville Commons CID.

POLICY:

RSMo 67.1401 through 67.1571 requires all community improvement districts to submit a proposed annual budget setting forth expenditures, revenues and rates of assessments and taxes for the fiscal year to the municipality in which they are located.

SUGGESTED MOTION:

I move to receive and file the proposed 2023 budget for the Parkville Commons Community Improvement District.

ATTACHMENTS:

1. Proposed 2023 Budget

**PC-I Community Development District
Annual Budget 2023
Projected Results 2022 vs. 2022 Plan
Actual Results 2021**

	Budget 2023	Budget 2022	Actual 2022 (2)	Actual 2021
Revenues				
1% Sales Tax Collections	450,000	395,000	454,919	421,615
Insurance Rebate	-	-	-	-
Total Revenues	450,000	395,000	454,919	421,615
Expenses				
Payment for Neighborhood Improvement District special assessments (1)	436,020	380,950	440,989	410,405
Advertising - Local Magazine (Northland Neighbors)	12,480	12,500	12,480	10,000
Directors & Officers Insurance purchased through MOPERM	1,250	1,300	1,200	1,280
Legal Fees	-	-	-	-
Bank Service Charges	-	-	-	-
Total Expenses	449,750	394,750	454,669	421,685
Excess Expenses over Revenues	250	250	250	(70)

(1) The special assessments have been assessed pursuant to Platte County Commission Order 64-04 and specified on Exhibit C-1 of Bill Number 2345, Ordinance Number 2368 approved by the Parkville Board of Alderman creating the PC-1 Community Improvement District.

(2) The 2022 actual results are based on 8 months of actual revenues and expenses and projected results for the months of September, October, November and December.

**CITY OF PARKVILLE
Policy Report**

Date: September 26, 2022

Prepared By:

Melissa McChesney, City Clerk

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Receive and file the proposed 2023 budget for the Parkville Old Towne Market Community Improvement District

BACKGROUND:

On June 5, 2007, the Board of Aldermen adopted Ordinance No. 2345 that established the Parkville Commons Community Improvement District (PC-I CID). The Missouri Community Improvement District Act, RSMo Section 67.1401 through 67.1571, requires all community improvement districts (CIDs) to submit to the Board of Aldermen a proposed annual budget setting forth expenditures, revenues and rates of assessments and taxes, if any, for the fiscal year. The governing body may review the proposed budget and submit written comments up to 60 days prior to the start of the fiscal year, but such comments are only recommendations.

BUDGET IMPACT:

There is no impact to the budget.

ALTERNATIVES:

1. Provide comments to the POTMCID.
2. Postpone the item.

FINANCE COMMITTEE RECOMMENDATION:

The item was not presented to the Finance Committee, but is being taken directly to the Board of Aldermen for consideration.

STAFF RECOMMENDATION:

Staff recommends receiving and filing the proposed 2023 budget for the POTMCID.

POLICY:

RSMo 67.1401 through 67.1571 requires all community improvement districts to submit a proposed annual budget setting forth expenditures, revenues and rates of assessments and taxes for the fiscal year to the municipality in which they are located.

SUGGESTED MOTION:

I move to receive and file the proposed 2023 budget for the Parkville Old Towne Market Community Improvement District.

ATTACHMENTS:

1. Proposed 2023 Budget

Parkville Old Towne Market Community Improvement District
Projected 2022 and Proposed 2023 Budget

	2020 Actual	2021 Actual	2022 Budget	2022 Actual/Projected		2023 Budget	2023B vs. 2022P
				YTD Aug	Dec. Proj.		
Cash & CDs							
Bank CDs	\$ 116,010	\$ 117,183	\$ 117,351	\$ 54,563	\$ 31,014	\$ -	
CACU Savings	829	830	830	831	831	831	
CACU CD (Pledged)	28,458	29,111	29,783	29,554	29,778	30,462	
Operating Account	31,057	35,921	2,991	156,650	185,780	204,065	
Unpaid expenses	(2,296)	(223)	-	-	-	-	
Unpaid grants	(12,449)	(5,500)	-	(35,000)	(35,000)	-	
Total funds	\$ 161,609	\$ 177,322	\$ 150,955	\$ 206,598	\$ 212,403	\$ 235,358	
CACU 6th Street Long Term Debt	\$ 332,474	\$ 321,178	\$ 320,946	\$ 313,308	\$ 297,318	\$ 276,623	
Ratio of CACU Debt to Tax Revenue	4.6	3.8	4.3		2.5	2.8	
Income							
CID sales/use taxes	\$ 72,046	\$ 83,900	\$ 75,100	\$ 81,647	\$ 119,768	\$ 100,200	
Event income		6,650	7,000	17,031	17,031	12,000	
CD interest income	2,652	1,189	293	162	185	-	
CACU CD interest income	640	653	672	443	667	684	
Total income	75,338	92,392	83,065	99,283	137,651	112,884	-18.0%
Expenditures							
Grants/Projects:							
6th Street Parking Lot	27,891	27,891	27,890	18,594	39,691	35,090	
City/KCPL Tariff	1,616	1,292	1,400	-	-	1,400	
Downtown Flowers	3,510	3,500	3,500	3,500	3,500	4,000	
Outline Lighting	930	21,988	2,150	-	3,000	3,000	
Memorial Day Carnival		1,529	3,000	2,596	2,596	3,000	
Creekside Baseball	7,500	5,000	5,000		5,000	-	
Visitors Guide/Content		2,400	2,500	3,000	3,000	4,000	
Marketing - Video/Photos		4,300	2,500		-	-	
MO Touring Matching Funds		1,983			-	-	
Downtown Restroom				35,000	35,000	-	
Other Grants	815	(1,465)	36,000	(15)	(15)	24,000	
Total grants/projects	42,262	68,418	83,940	62,675	91,772	74,490	-18.8%
Operating expenses:							
D&O Insurance	991	1,076	1,076	-	1,076	1,076	
G/L Insurance		2,661	2,850	3,113	3,113	3,113	
District Manager fee	4,920	5,320	5,160	3,870	5,160	6,000	
Meeting room costs	150	400	300	100	200	250	
Other administrative expenses	6,390	(1,196)	5,000	249	1,249	5,000	
Total operating expenses	12,451	8,261	14,386	7,332	10,798	15,439	43.0%
Total expenditures	54,713	76,679	98,326	70,007	102,570	89,929	
Net income	20,625	15,713	(15,262)	29,276	35,081	22,955	
Beginning fund balances	140,984	161,609	166,216	177,322	177,322	212,403	
Ending fund balances	\$ 161,609	\$ 177,322	\$ 150,955	\$ 206,598	\$ 212,403	\$ 235,358	10.8%
Minimum surplus analysis:							
CACU CD (pledged)						\$ 30,462	
2 years loan payments						55,781	
2 years operating expenses						20,000	
1 year flowers						4,000	
1 years light tariff						1,400	
Marketing reserve						20,000	
Lighting replacement reserve						5,000	
Contingency						13,164	
Miniumum reserve						<u>\$ 149,807</u>	

**CITY OF PARKVILLE
Policy Report**

Date: September 28, 2022

Prepared By:

Melissa McChesney, City Clerk

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve a temporary resort with Sunday sales liquor license for Rochester Brewing and Roasting Company, a restaurant/coffee cafe located at 100 S. Main Street (formerly Incahoots)

BACKGROUND:

Per Parkville Municipal Code Chapter 600, all liquor license applications must be approved by the Board of Aldermen. On September 28, 2022, a liquor license application was submitted by Rochester Roasting & Brewing Company, LLC, located at 100 S. Main Street (formerly Incahoots). Per Parkville Municipal Code Section 600.070, Rochester Roasting & Brewing Company qualifies for the resort liquor license with Sunday sales. Since they have not had a liquor license in Parkville before, they are applying for a temporary resort license for the first three months.

Following approval by the Board and receipt of the license fee, the City Clerk will provide an approval letter to the business which will be submitted to the Missouri Division of Alcohol and Tobacco Control for its Missouri liquor license. A copy of the City's approval letter will be on file in the City Clerk's Office.

BUDGET IMPACT:

The fee for this type of liquor license is \$168.75 and will be coded as revenue in the General Fund.

ALTERNATIVES:

1. Approve the temporary resort with Sunday sales liquor license for Rochester Roasting & Brewing Company.
2. Do not approve the temporary resort liquor license.
3. Postpone the item.

FINANCE COMMITTEE RECOMMENDATION:

The item was not presented to the Finance Committee, but is being taken directly to the Board of Aldermen for consideration.

STAFF RECOMMENDATION:

Staff recommends approval of the temporary resort with Sunday sales liquor license for Acre, a new restaurant in Parkville Commons.

POLICY:

Parkville Municipal Code Section 600.030 states that the Board of Aldermen shall approve all new applications for a liquor license.

SUGGESTED MOTION:

I move to approve a temporary resort with Sunday sales liquor license for Rochester Brewing and Roasting Company, a restaurant/coffee cafe located at 100 S. Main Street.

ATTACHMENTS:

1. Application



CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0013

APPLICATION TO SELL LIQUOR IN PARKVILLE, MISSOURI

(Parkville Municipal Code Chapter 600)

For period June 1, 2022 to May 31, 2023
Current year Next year

Date of Application: 09/28/2022

SECTION 1.

1. Name of Business: Rochester Brewing and Roasting Company, LLC
2. Type of Business: Restaurant / Coffee Cafe / Alcohol Sales
3. Street address where liquor is to be sold: 100 S. Main St.
4. Is this location within 300 feet of a church or school?: Yes ☐ No ☒
See Parkville Municipal Code Section 600.310 Notice and Consent
5. Mailing Address: 100 S. Main St., Parkville, MO 64152
6. Phone No. of Business: (816) 682-8823 Fax No. of Business: _____
7. Name of Managing Officer (principal applicant): Marshall VanTuyl
8. Name(s) of any partner(s) in this business (attach separate sheet if necessary):
N/A
9. Name(s) and residence address(es) of any other person(s) having financial interest in this business or partnership (attach separate sheet if necessary):
See Attached
10. If corporation, give name of corporation, date of incorporation, state in which incorporated, and names and addresses of all stockholders who hold ten percent (10%) or more of the capital stock (attach separate sheet if necessary):
Rochester Brewing and Roasting Company, LLC, June 11, 2018 - Marshall VanTuyl, 3821 NE West Park Dr, Kansas City, MO 64116; Philip Enloe, 712 S. Park Ave., Independence, MO 64052
11. Name(s) and residence address(es) of any other person(s) having financial interest in the building to be used for liquor sales:
Dennis and Kendra VanTuyl
3415 NE Happy Hollow Rd, Independence, MO 64058

SECTION 3. LICENSE FOR WHICH APPLICATION IS BEING MADE

(Please choose the license for which application is being made.)

1. ☐ **Microbrewer: \$375**
Based on annual production of at least 500 barrels, at a fee of \$7.50 per hundred barrels. If, at the end of the license year, the microbrewery has produced less than 500 barrels, the City shall refund \$7.50 for every hundred barrels under that number. A fraction of one hundred barrels produced shall be counted as one hundred barrels. It allows production of beer and malt liquor of no more than 10,000 barrels per year in Zones I-1, I-2 or I-3 only. Holder of this license must also have a resort liquor license (RSMo 311.195)
2. ☐ **Retailer of malt liquor in the original package: \$75**
Allows sale of malt liquor in original package for consumption off premises. LIMITED to drug stores, cigar/ tobacco stores, confectioneries, delicatessens, grocery or general merchandise stores with stock having at-cost value of at least \$1,000. (RSMo 311.200) Limit of one per every 2,000 residents.
3. ☐ **Retailer of malt liquor by the drink: \$52.50**
Allows sale of malt liquor/ light wine by drink for consumption on premises, sale of malt liquor/ light wine in original package for consumption off premises. (RSMo 311.200)
4. ☐ **Retailer of intoxicating liquor in original package: \$150** ☐ **Sunday Sales: additional \$300**
Allows sale of intoxicating liquor, malt liquor in original package for consumption off premises. LIMITED to drug stores, cigar/ tobacco stores, confectioneries, delicatessens, grocery or general merchandise stores having at-cost value of at least \$1,000. (RSMo 311.200, 311.293). Limit two per every 1,000 residents.
5. ☐ **Resort license (RSMo 311.095): \$450** ☐ **Sunday Sales: additional \$300**
Allows sale of intoxicating liquor by drink for consumption on premises of a "resort," sale of intoxicating liquor in original package for consumption off premises, sale of malt liquor by drink for consumption on premises, sale of malt liquor in original package for consumption off premises.
- 5a. ☒ **Temporary resort license: \$93.75 for 3 months/ Sunday sales: additional \$75 for 3 months**
Allows 3-month resort license, based on projection of sales. For all new restaurants.
6. ☐ **Malt liquor/ light wine sale-by-drink permit (no more than 7 days): \$37.50**
Allows sale of light wine and malt liquor for consumption off premises where sold between 10:00 a.m. and midnight (11:00 a.m. to midnight on Sundays) or requested date(s) of sale. LIMITED to church, school, civic, service, fraternal, veterans, political, or charitable club or organization for picnic, bazaar, fair, festival or similar gathering or event. (RSMo 311.482)
7. ☐ **Boat or Vessel, Intoxicating liquor by drink for consumption: \$450**
Authorizes sale of intoxicating liquor by the drink at retail for consumption on the premises of any boat or other vessel licensed by the United States Coast Guard to carry one hundred (100) or more passengers for hire on navigable waters in or adjacent to this State, which has a regular place or mooring in Parkville, Missouri. NOTE: Does not include riverboat gambling boats. (RSMo 311.090)
8. ☐ **Intoxicating liquor by drink for consumption on premises - including Sunday Sales: No fee**
Authorizes sale of liquor by drink at retail for consumption on premises. LIMITED to charitable, fraternal, religious, service or veterans' organization with 501(c) exemption. (RSMo 311.090)
9. ☐ **Wholesaler: \$375 RSMo 311.180 (9)**
10. ☐ **Caterer: \$15 per day; requires separate caterer's permit.**
11. ☐ **Tasting Permit: \$37.50**
Authorizes any winery, distiller, manufacturer, wholesaler or brewer or designated employee to provide distilled spirits, wine, or malt beverage samples off a licensed premises provided no sales transactions take place or on any temporary licensed retail premises. (RSMo 311.294)
12. ☐ **Retailer intoxicating liquor by the drink limited to distillers: \$375**
LIMITED to a distiller whose manufacturing establishment is located within the City and allows for the sale of intoxicating liquor by the drink at retail for consumption on the premises where sold provided the licensed premises is in close proximity to the distillery.

SECTION 4. AFFIDAVIT OF PRINCIPAL APPLICANT

I hereby affirm that I am and shall continue to be actively engaged for the period of the license for which application is made in the actual control and management of the premises for which liquor license is sought. I am at least 21 years of age. I am of good moral character. I am qualified to hold an alcoholic beverage license in the State of Missouri. I have never been convicted, since the ratification of the 21st Amendment of the Constitution of the United States, of a violation of the provisions of any law applicable to the manufacturer or sale of alcoholic beverages. I have never had a dealer's license revoked. I am a qualified legal voter and taxpaying citizen of the Missouri county, town, city or village of which I am a resident and will produce a tax receipt and Election Board certification to that effect upon request.

I affirm that I am not in arrears for any back taxes or license fees owed to the City of Parkville. I will not accept directly or indirectly any loans, equipment, money, credit or property of any kind, except ordinary commercial credit, as such term is defined in the Rules and Regulations of the Supervisor of Liquor Control of the State of Missouri.

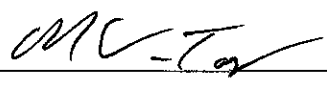
I am prepared to offer all statements, books, records and papers which the City Clerk determines to be necessary to describe the true ownership and management of the business or in the respects necessary to determine my qualifications for this liquor license.

I affirm that the type of business to be conducted on the premises for which application is made is as shown on this application. If applying for license in category 3 or 5, I state that goods for sale at this location are valued at-cost in at least the amount of \$1,000, and at no time shall the at-cost value of goods offered for sale at this location be less than \$1,000 (exclusive of fixtures and alcoholic beverages.)

I affirm that no distiller, wholesaler, winemaker, brewer, or supplier of coin-operated, commercial manual or mechanical amusement devices, or any employee, officer or agent thereof has any financial interest in the retail business of this applicant for the sale of alcoholic beverages or C.O.L., and that I will not accept from any such persons equipment, money, credit or property of any kind, except ordinary commercial credit for liquor.

I understand that if I do not begin operation of the business at the address shown within 120 days, then my license fee is forfeited and the license issued to me shall be considered invalid, null and void, and no effect, and I may not reapply for a liquor license for a period of one year from the date invalidated license was issued. I understand that I am to file with the City Clerk a written report of any loan made to me of money or credit relating to the licensed business within fifteen days of such loan being made.

If any of the facts or information in the foregoing application change during the period for which license is issued, I shall file with the City Clerk a written report of such change(s) within ten days of such change(s).

SIGNATURE OF PRINCIPAL APPLICANT:  DATE: 9/28/22

Attach:

- Certificate of Occupancy (building permit required if currently undergoing construction or remodel)
- License application(s) from partner(s): Section 2 of this form
- Check for license fee (see page 3 for fees)
- Photo of exterior of premises to be used for liquor sales
- Background check through the Missouri State Highway Patrol
- Supplemental information as requested

**CITY OF PARKVILLE
Policy Report**

Date: September 26, 2022

Prepared By:

Alysen Abel, Public Works Director

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve a purchase order with Dale Brothers for the salt and sand material for emergency snow operations

BACKGROUND:

Due to the topography of Parkville, the City uses a mixture of salt and sand for the winter snow and ice clearing operations - it is effective on the steep street terrain. Straight salt is also used in other areas of the city. The salt storage building holds approximately 550 tons of material and is usually full at the beginning of the winter season. A major storm event will use approximately 100 tons of material.

This month, staff requested quotes from three local salt and sand material companies to provide quotes (one chose not to bid). Dale Brothers provided the lowest quote for the two types of winter mixes: salt/sand mix and straight salt. Unit prices associated with this purchase order are good for the entire 2022-2023 snow season through May 1, 2023. The City has used Dale Brothers in the past for the winter mixes and has been satisfied with their product and service. They have historically been the low bidder with respect to the salt/sand mix. Over the past two years, there has been a significant increase in material costs throughout the industry due to demand.

Over the past two years, the City has contracted separately with Central Salt for the straight salt material through the Mid-America Regional Council Consolidated bidding process and they provided favorable bids. That purchase order will be approved separately.

NOTE: Pricing on bid tabulation sheet reflects delivered tonnage rate.

BUDGET IMPACT:

The 2022 budget includes \$60,000 for emergency snow removal (line item 40-520.07-20-00). The current balance is approximately \$44,000. The proposed 2023 budget will include at least \$60,000. Staff will continue to purchase material, within the allocated budgets, while balancing the needs of the emergency snow operations.

ALTERNATIVES:

1. Approve a purchase order with Dale Brothers for the salt and sand material for the 2022-2023 winter season.
2. Provide direction to staff related to the salt and sand material purchase.
3. Do not approve the item.
4. Position this item.

FINANCE COMMITTEE RECOMMENDATION:

At the meeting on September 26, 2022, the Finance Committee, by a vote of 4-0, recommended that the Board of Aldermen approve a purchase order with Dale Brothers for salt and sand material through May 1, 2023, subject to annual appropriations.

STAFF RECOMMENDATION:

Staff recommends the approval of a purchase order with Dale Brothers for the salt and sand material for the 2022-2023 winter season. The purchase order will guarantee the unit prices through May 1, 2023. We will contract separately with Central Salt for the purchase of straight salt to supplement our winter mix material.

POLICY:

The Purchasing Policy, Resolution No. 17-016, requires Board of Aldermen approval for all purchases above \$10,000 upon recommendation of the Finance Committee.

SUGGESTED MOTION:

I move to approve a purchase order with Dale Brothers for salt and sand material through May 1, 2023, subject to annual appropriations.

ATTACHMENTS:

1. Bid Tabulation
2. Purchase Order

BID TABULATION

Salt & Sand Bid Requests

Bidder Name	Description	Unit Price
Dale Brothers KCKS	Straight Salt 1 & 1 Salt & Sand Mix	\$94.00 per ton delivered \$72.50 per ton
Holliday Sand & Stone Co. Kansas	Straight Salt 1&1 Salt & Sand Mix	\$103.30 per ton delivered \$75.05 per ton

(*) Recommended Award of Purchase

PURCHASE ORDER
(non-construction)

CITY OF PARKVILLE (PURCHASER)
8880 Clark Avenue
Parkville, MO 64152

Date: October 4, 2022

Upon proper acceptance, we agree to purchase from you upon terms and conditions set forth below and on the attached pages hereto.

VENDOR: Dale Brothers, Inc.
P. O. Box 12541
Kansas City, KS 66112-0542
913-334-1075

SHIP TO: Streets Maintenance Building, 9300 NW 45 Highway, Parkville, MO 64152

INVOICE TO: Parkville City Hall, 8880 Clark Ave., Attn: Richard Wilson, Parkville, MO 64152

ALL MATERIAL SHALL BE DELIVERED TO PURCHASER FREIGHT PREPAID, UNLESS OTHERWISE SPECIFIED BELOW.

Vendor agrees to furnish following goods in accordance with the terms and provisions of this Purchase Order Agreement consisting of 6 pages including attachments. Purchaser agrees to pay a **UNIT PRICE** of **\$94.00 per ton for Straight Salt Delivered and 72.50 per ton Delivered for 1 & 1 Salt and Sand Mix** for such materials, subject to any additions or deductions agreed upon in writing. **Freight charges are included in purchase price and sales taxes will not be charged to the Purchaser as a tax exempt entity. Purchaser will provide Vendor with a Tax Exemption Certificate upon request.** Payment is to be made within thirty (30) days after delivery of goods and receipt of invoice. This purchase order is only valid through May 1, 2023.

ITEMS:

Straight Salt

Price: Ninety-Four Dollars (\$94.00) per Ton
Delivered

1 & 1 Salt and Sand Mix

Price: Seventy-Two Dollars and 50/100
(\$72.50) per Ton Delivered

See Attachment "A" – Terms and Conditions
See Attachment "B" – Insurance Requirements
See Attachment "C" - Quote

SCHEDULE OF DELIVERY:

Materials shall be delivered on request within 72 hours of placing order.

Streets Maintenance Building, 9300 NW 45 Hwy., Parkville,
MO 64152

Attn: Richard Wilson, Director of Operations

NOTE: All Terms and Conditions for Purchase Order attached hereto are incorporated herein by reference and made a part of this Purchase Order. Vendor's signature and return of this document as presented, or its delivery of any of the items covered by this Purchase Order, shall constitute acceptance of all of its terms and conditions. If this Purchase Order is not signed and returned to Purchaser within ten (10) days of the date stated on page 1 above, however, it may be deemed voidable at the option of Purchaser. Payment shall not be due until Vendor has furnished Purchaser, with the required Certificates of Insurance and any other documents required by Purchaser.

All terms in any offer, bid, order acknowledgement or other document that are inconsistent with the terms stated herein are explicitly rejected and not a part of this Purchase Order.

CITY OF PARKVILLE, MISSOURI. ("Purchaser")

DALE BROTHERS, INC.(Vendor)

By: _____
Dean Katerndahl

By: _____

Title: Mayor

Title: _____

Date: _____

Date: _____

TERMS AND CONDITIONS FOR CITY OF PARKVILLE PURCHASE ORDER

1. **Packing and Shipping.** Purchaser reserves the right to inspect the goods at any time prior to shipment as well as upon delivery, but neither delivery nor inspection of goods shall constitute acceptance of them

2. **Work, Liens and Waivers:** Vendor agrees both to deliver the material to Purchaser and to perform the work free and clear of all claims, encumbrances or liens. Further if at any time there is evidence of any lien associated with the items delivered, Purchaser shall have the right to retain out of any payment then due or thereafter to become due an amount sufficient to completely indemnify against such invoice, bill, lien or claim.

3. **Insurance.** Vendor shall maintain liability and other insurance as set forth on Attachment "B" in amounts, with coverage and in companies satisfactory to Purchaser.

4. **Warranties.** (a) Vendor warrants that all work and material will be free from defects, of good quality and workmanship, suitable for their intended purposes and in strict accordance with all requirements of Purchaser, and will meet all capacities, functional tests and criteria required in them. (b) Vendor shall furnish to Purchaser all MSDS sheets relevant to items furnished hereunder.

5. **Time is of the Essence.** Vendor agrees to perform the work and furnish the goods called for as stated above by Purchaser.

6. **Indemnification:** Vendor agrees to indemnify, defend and hold harmless Purchaser from and against all claims, damages, losses, causes of action and expenses (i) arising out of injury to (including death of) any persons or damage to property alleged to have been caused in whole or in part by any act or omission of Vendor, its agents, employees, sub-subcontractors, Vendors or invitees, and (ii) arising out of (a) any alleged defects or failures in Vendor's products; (b) all tax liabilities of Vendor; (c) any infringement of patent, trademark or trade secrets; and (d) any mechanic's liens or payment bond claims by those claiming payments owed by Vendor. Vendor shall defend all suits brought against Purchaser on account of any such claims of liability, shall pay any settlements made or judgments rendered with respect thereto, and shall reimburse and indemnify Purchaser for all expenses, including court costs and reasonable attorneys' fees, incurred by Purchaser. The obligations set forth in this paragraph are continuing and shall survive occupancy, completion of the construction project, termination of

the Purchase Order, acceptance of work, or final payment to Vendor.

7. **Changes:** Purchaser reserves the right to order changes in writing in the goods required hereunder and this Purchase Order shall be modified accordingly. No change shall be made in this Purchase Order without such written order and no claim of payment by Vendor for extras will be allowed unless such payment and such extra goods are agreed to in writing by Purchaser.

8. **Remedies:** If Vendor shall fail to perform in a timely manner, Purchaser may (in addition to all other rights) demand immediate cure of Vendor's default, correct Vendor's default, or obtain conforming goods elsewhere at Vendor's expense. In any case, Purchaser shall be entitled to recoup from Vendor all its loss, cost and expense incurred as a result of Vendor's default, including replacement of such defective work and damage to other work, and shall perform Vendor's warranty with respect thereof.

9. **Disputes:** Vendor agrees that all disputes under this Purchase Order shall be resolved in the Circuit Court of Platte County, Missouri or the U.S. District Court for the Western District of Missouri. This Purchase Order shall be construed under the laws of the State of Missouri.

10. **Pricing:** If price is omitted on this Purchase Order and not otherwise agreed to in writing, then the price to apply hereto will be the prevailing market price at (a) time of order or (b) time of delivery, whichever is less.

11. **Termination:** Purchaser by written notice to Vendor may at any time terminate and cancel this P.O. with respect to materials which remain undelivered on the date of such notice. In the event of such cancellation, Vendor shall promptly stop all work called for by this Purchase Order, and Purchaser's responsibility to Vendor is limited to paying Vendor for all goods delivered as of the date of termination. Other than as specifically provided for herein, Vendor shall not be entitled to claim or recover damages or loss of profits from Purchaser on account of any such cancellation, delays suffered by Vendor, irrespective of cause, or the rejection by Purchaser of any goods shipped under this Purchase Order.

12. **Assignment:** Vendor may not assign or transfer this Purchase Order or any part hereof without the prior written consent of Purchaser.

13. **This Purchase Order is the final and integrated agreement of the parties, superseding all negotiations and prior agreements of the parties.**

ATTACHMENT "B"

INSURANCE REQUIREMENTS

1. Vendor agrees to procure and carry, at its sole cost, until completion of this Purchase Order and all applicable warranty periods, all insurance, with identical limits of liability and scope of coverages, as set forth below; provided, however:

1.1 All insurance is to be issued by companies and with liability limits acceptable to Purchaser.

1.2 Purchaser reserves the right to review certified copies of any and all insurance policies to which this Purchase Order is applicable.

1.3 Insurance certificates, written on a standard ACORD form, **and a copy of the additional insured endorsement**, must be received by Purchaser prior to any payment by Purchaser or delivery of goods.

2. Such insurance shall include the following terms and conditions:

2.1 All coverages obtained by Vendor, except professional liability if applicable, shall be on an occurrence policy form and not on a claims made policy form.

2.2 The cost of defense of claims shall not erode the limits of coverage furnished.

2.3 Advance notice of cancellation. All insurance certificates will state that all coverages are in effect and will not be canceled without thirty (30) days' prior written notice to Purchaser and other required additional insureds (except for non-payment of premium, for which at least ten (10) days advance notice shall be given to Purchaser) of such insurance and shall contain an endorsement stating the insurers agreement to provide such notice, using CNA form G-140327-B (Ed. 07/11), Travelers Form IL T4 00 (12/09) or other equivalent carrier forms, such as ACORD forms. **A copy of the Notice of Cancellation Endorsement must be furnished to Purchaser prior to delivery of goods.**

2.4 Severability of Interest. All insurance carried shall be endorsed to provide that, inasmuch as this policy is written to cover more than one insured, all terms, conditions, insuring agreements and endorsements, with the exception of limits of liability, shall operate in the same manner as if there were a separate policy covering each insured.

2.5 Commercial General Liability Insurance. Vendor shall obtain and maintain Commercial General Liability Insurance, on an occurrence form for the hazards of contractual liability insuring the indemnities set forth in the Purchase Order, including personal injury, death and property damage.

2.6 Excess Liability. Vendor shall maintain Excess Liability coverage on an umbrella form with minimum limits of \$1,000,000.00 per occurrence and \$1,000,000.00 aggregate.

2.8 Waiver of Subrogation. All insurance policies supplied shall include a waiver of any right of subrogation of the insurers thereunder against Purchaser and all its assigns, subsidiaries, affiliates, employees, insurers and underwriters. A waiver of subrogation shall be effective as to a person or entity even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, did not pay the insurance premium directly or indirectly, and whether or not the person or entity has an insurable interest in the property damaged.

2.9 Additional Insureds. Purchaser shall be included as additional insureds under Vendor's furnished insurance, for ongoing and completed operations, using ISO Additional Insured Endorsement (CG 20 10), edition date 11/85, or an equivalent (e.g., CG 20 10, edition date 10/93, plus CG 20 37, edition date 04/12), under the commercial

general liability policy. Said insurance shall be written on an OCCURRENCE basis, and shall be PRIMARY and NON-CONTRIBUTING.

2.10 Insurance Primary. All policies of insurance provided pursuant to this article shall be written as primary policies, and not in excess of the coverage of the indemnitee's insurance.

3. No Limitation of Liability. The required coverages referred to and set forth herein shall in no way affect, nor are they intended as a limitation on, Vendor's liability with respect to its performance of this Purchase Order.

4. Patent Liability. Vendor shall protect, defend and save Purchaser harmless from any liability, including costs and expenses, for, or on account of, any patented or unpatented invention, article or appliance manufactured or used in the performance of this Purchase Order, including their use by Owner and further agrees to pay all loss and expense incurred by Purchaser by reason of any such claims or suits, including attorneys' fees.

5. Professional Liability. If any design or other professional services are included in the Purchase Order, Vendor shall purchase, and maintain for a period of three years after the date of Final Completion, insurance covering claims arising out of the performance or furnishing of Design or Professional Services and for claims arising out of allegations of errors, omissions or negligent acts in connection with the Purchase Order. The policy shall be at least as broad as the coverage provided in Design Liability Policy, Member Companies of CNA Insurance, Form G-115692-A (Ed 02/96), with a minimum limit of \$1,000,000 per occurrence and \$2,000,000 aggregate.

5.1. Vendor shall require each designer providing design services engaged by Vendor to provide identical coverage.

Richard Wilson

From: Bill Hale <bhale@statetractor.com>
Sent: Thursday, September 8, 2022 11:50 AM
To: Richard Wilson
Cc: Bill Hale
Subject: salt 2022-23 pricing

Good morning
Salt prices this year
1 and 1 will be 72.50 per ton
Straight salt 94.00 ton delivered.
Went up a few dollars because of fuel.

Bill Hale, Supervisor



Cell: 913-575-5483 Office: 913-334-1075
PO Box 12541, Kansas City, KS 66112
www.dalekc.com

**CITY OF PARKVILLE
Policy Report**

Date: September 26, 2022

Prepared By:

Alysen Abel, Public Works Director

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve Work Authorization No. 150 with North Hills Engineering for the Riss Lake Low Pressure Sanitary Sewer Evaluation

BACKGROUND:

The Riss Lake subdivision is primarily served through a forcemain sewer system. Each home has a grinder pump to assist with providing proper flow to the forcemain. There have been several sewer repairs over the past five years and as a result of these issues, the Board of Aldermen directed staff to perform an evaluation of the system.

North Hills Engineering (NHE) has provided engineering services to the City since 2005. Jay Norco with NHE has provided engineering services on an on-call basis for specific projects and studies throughout the years. On May 3, 2022, the Board of Aldermen approved a professional services agreement with North Hills Engineering through December 2025.

The proposed work authorization includes the work necessary to inspect, evaluate and catalog the necessary repairs to the Riss Lake low pressure sewer system. Based on this evaluation, a report will summarize the findings and provide recommendations for future maintenance of this system.

BUDGET IMPACT:

The 2022 Sewer Fund Capital Improvement Program includes \$17,000 for the Riss Lake Low Pressure Sewer System Evaluation. This work authorization includes a few extra hours to evaluate 250 manholes at a total cost of \$17,920. There is additional funding in the Sewer Fund to cover this additional expense.

ALTERNATIVES:

1. Approve Work Authorization No. 150 with North Hills Engineering for the Riss Lake Low Pressure Sewer Evaluation.
2. Provide direction to staff related to the work authorization.
3. Do not approve the work authorization.
4. Postpone this item.

FINANCE COMMITTEE RECOMMENDATION:

At the meeting on September 26, 2022, the Finance Committee, by a vote of 3-0, recommended that the Board of Aldermen approve Work Authorization No. 150 with North Hills Engineering for the Riss Lake Low Pressure Sanitary Sewer Evaluation in the amount of \$17,920.

STAFF RECOMMENDATION:

Staff recommends the approval of the work authorization by North Hills Engineering for the Riss Lake Low Pressure Sewer Evaluation. This area has not been reviewed since the original installation of the system. This evaluation will provide prioritized project areas for future repairs.

POLICY:

The Purchasing Policy, Resolution No. 17-016, requires Board of Aldermen approval for all purchases above \$10,000 upon recommendation of the Finance Committee.

SUGGESTED MOTION:

I move to approve Work Authorization No. 150 with North Hills Engineering for the Riss Lake Low Pressure Sanitary Sewer Evaluation in the amount of \$17,920.

ATTACHMENTS:

1. Work Authorization No. 150

WORK PLANNING / AUTHORIZATION FORM

Number: WA-150

Project / Work Description:

Riss Lake LPS Manhole Evaluations 2022

Purpose: To inspect, evaluate, and catalog repairs needed to the manholes in the Riss Lake Low Pressure Sewer System.

The Dept of Public Works has not inspected these manholes and valve vaults since the system was built.

Periodic inspection is needed to identify defects and repairs needed.

Some areas of the City sewer system are exposed to corrosive gases that cause concrete to decay.

Many of the valves are old and will need to be replaced.

This project will inspect all LPS valve manholes in the Riss Lake system.

There are approximately 250 manholes in the City gravity sewer system. The Work includes:

GIS Data: Place, adjust, or correct the location on the GIS model. Create names and labels for each asset.

Inspection: Inspect each manhole, photograph, and record properties and defects.

Catalog and store photos by manhole name, for future reference.

Note and record types and sizes of valves, for future replacement.

Defects: Catalog defects by type and severity. Assemble lists and statistics to summarize the defects found.

Analysis: Summarize the findings in a report. Develop cost estimates for addressing the most urgent defects. Suggest work packages or methods to address the urgent defects.

Review: Review the findings with AWR and PW Director, discuss plans to address repairs in future CIP plan years.

Budget: \$17,000 Total Project, will be funded out of Public Works Engineering line item, and the CIP Program.

Service Provider: North Hills Engineering, Inc.

Terms: Subject to the provisions of the current Engineering Services Agreement between the City and North Hills Engineering Incorporated

Primary Tasks:

Mapping, Updating GIS Model:

Describe the scope and known inventory of the Riss LPS system, in the study area. 2

Review as-built plans and records, assign points and names to each structure. 18

Revise properties and fields to describe existing assets, reflecting repair needs. 2

Update base mapping, using aerial photos, parcel lines, other relevant features. 2

Set up inspection protocols and data structures:

Set up plan for managing data and photos. 2

Develop work plan for phasing field inspections, gathering data, storing findings. 4

Field Inspections:

Use old plans on record to identify features from various plats, plans, as-builts. 8

Perform field inspections of structures, with measurements, conditions, etc. 72

Attempt to locate and dig up buried & stuck manholes. Enlist City personnel to assist. 12

Enter field data and findings: 32

Create features in GIS model, record actual locations: 12

Identify urgent items for repairs, recommend actions and costs. 6

Summarize general findings by area: 6

Analysis:

Catalog and summarize findings in database. 8

Analyze statistics and identify trends, summarize. 6

Prepare cost estimates to address urgent defects. 10

Summarize findings in a brief written report. 22

TOTAL PROJECTED HOURS:

224

Estimated Consultant Fee:

224 Hours x \$ 80.00 / hour = \$ 17,920.00

Budget: Sewer Budget / CIP	
Schedule:	
Estimated Completion Date:	12/31/2022
Project Deadlines:	n/a
Submitted By: 	
Jay Norco, P.E. - President.	8/8/2022
	Date
Authorization:	
Mayor	Date

**CITY OF PARKVILLE
Policy Report**

Date: September 26, 2022

Prepared By:

Alysen Abel, Public Works Director

Reviewed By:

Brittanie Propes

ISSUE:

Approve a construction agreement with She Digs It for the Watkins Park Streambank Stabilization project

BACKGROUND:

The 2022 Capital Improvements Program includes funding to address the erosion issues along the creek near Watkins Park. In early 2022, the City received notice of award from the Platte County Stormwater Management Grant Program to fund the streambank improvements.

Since that time, the City has contracted with North Hills Engineering to assist with preparing engineering plans and bid documents. In September, the bid documents were released and included in the bid was an alternate to reconstruct a portion of the existing trail.

On September 20, five contractors responded to the bid request and She Digs It was the low bidder at \$51,742. The bid alternate for each of the bidders associated with the trail reconstruction was considerably higher than expected.

The Board of Aldermen recently approved a construction agreement with Gann Asphalt for the reconstruction of the South Platte Pass trail. Staff will coordinate project areas needing trail reconstruction with Gann Asphalt as a change order to their construction agreement.

She Digs It has successfully completed several projects for the City and were recently selected for the Aeration Basin Diffuser and Stair Reconstruction project at the wastewater treatment plant.

BUDGET IMPACT:

The 2022 Capital Improvements Budget includes \$42,000 in the Parks Sales Tax as the local match associated with the Platte County Stormwater Grant Program. The City will be receiving \$24,308 from the County for the stormwater grant. The total available budget associated with this project is \$66,308. There is capacity in the budget to perform the necessary trail improvements.

ALTERNATIVES:

1. Approve a construction agreement with She Digs It for the Watkins Park Streambank Stabilization project.
2. Provide direction to staff related to the Watkins Park Streambank Stabilization project.
3. Do not approve the construction agreement.
4. Postpone this item.

FINANCE COMMITTEE RECOMMENDATION:

At the meeting on September 26, 2022, the Finance Committee, by a vote of 4-0, recommended that the Board of Aldermen approve a construction agreement with She Digs It for the Watkins Park Streambank Stabilization project in the amount of \$51,742.

STAFF RECOMMENDATION:

Staff recommends the approval of the construction agreement with She Digs It for the Watkins Park Streambank Stabilization project. She Digs It has successfully completed several City projects.

POLICY:

The Purchasing Policy, Resolution No. 17-016, requires Board of Aldermen approval for all purchases above \$10,000 upon recommendation of the Finance Committee.

SUGGESTED MOTION:

I move to approve a construction agreement with She Digs It for the Watkins Park Streambank Stabilization project in the amount of \$51,742.

ATTACHMENTS:

1. Bid Tabulation
2. Agreement

BID TABULATION

2022 Watkins Park Stream Bank Repairs
Bid Opening Tuesday, September 20, 2022
10:05 a.m., Public Works Conference Room

BIDDER NAME	BASE TOTAL	ALTERNATE
Harbour Construction KCKS	\$54,177.00	11,600.00
Leavenworth Excavating & Equip. Co., Inc. Leavenworth, KS	\$65,245.45	\$15,285.00
Louie & Sons Excavating Mound City, KS	\$95,125.00	\$20,464.00
Primetime Contracting Corp. Riverside, MO	\$56,550.00	\$16,020.00
She Digs It, LLC Blue Springs, MO	\$51,742.00	\$18,160.00

(*) Recommended Award of Purchase

CITY OF PARKVILLE, MO

**AGREEMENT BETWEEN CITY OF PARKVILLE
AND SHE DIGS IT, LLC
FOR
WATKINS PARK STREAM BANK REPAIRS**

This agreement is made and entered into this **4th day of October, 2022**, by and between the City of Parkville, Missouri, (hereinafter the "City") and SHE DIGS IT, LLC (hereinafter the "Contractor").

WITNESSETH:

WHEREAS, the City, in the manner prescribed by law, has publicly opened, examined and evaluated the Bids submitted, and as a result of this process has, in accordance with the law, determined and declared the Contractor to be the lowest and best responsible bidder for the construction of the public improvements, and has duly selected the Contractor for award of a contract therefor upon the terms and conditions set forth in this Agreement for the sum or sums stated below.

WHEREAS, the City has caused to be prepared, in accordance with the law, Notice to Bidders, Instructions to Bidders, Bid, this Agreement, General and Special Conditions, Plans, Specifications and other documents as identified below and as further defined in the General Conditions(collectively referred to as "the Contract Documents"), for the work therein described, and has approved and adopted these said Contract Documents and has caused to be published, in the manner and for the time required by law, an advertisement inviting sealed Bids for furnishing construction materials, labor, tools, equipment and transportation necessary for, and in connection with, the construction of public improvements in accordance with the terms of this Agreement; and

WHEREAS, the Contractor, in response to the advertisement, has submitted to the City, in the manner and at the time specified, a sealed Bid in accordance with the terms of this Agreement; and

WHEREAS, the City, in the manner prescribed by law, has publicly opened, examined and evaluated the Bids submitted, and as a result of this evaluation has, in accordance with the law, determined and declared the Contractor to be the lowest and best responsible bidder for the construction of the public improvements, and has duly selected the Contractor for award of a contract therefor upon the terms and conditions set forth in this Agreement for the sum or sums set forth below.

NOW, THEREFORE, in consideration of the compensation to be paid the Contractor, and of the mutual agreements herein contained, the parties hereto have agreed, and hereby agree, the City for itself and its successors and the Contractor for itself, its, successors and assigns, as follows:

ARTICLE I. The Contractor will furnish at its own cost and expense all labor, tools, equipment, materials and transportation required to construct and complete the work designated, described and required by the Contract Documents, to wit:

all in accordance with the Contract Documents, on file with the City Clerk of Parkville, Missouri, all of which are as fully a part hereof as if repeated verbatim herein; all work to be done in a good, substantial and workmanlike manner to the entire satisfaction of the City, and in accordance with the laws of the City, the State of Missouri and the United States of America. All terms used herein shall have the meanings ascribed to them in the General Conditions unless otherwise specified.

ARTICLE II. The City shall pay to the Contractor for the performance of the work embraced in this Contract, and the Contractor will accept in full compensation therefor, the sum of **FIFTY-ONE THOUSAND, SEVEN HUNDRED FORTY-TWO DOLLARS AND NO/100 (\$51,742.00)** (subject to adjustment as provided by the Contract Documents) for all work covered by and included in the Contract award and designated in the foregoing Article I, payment thereof to be made in cash or its equivalent and in the manner provided in the Contract Documents.

ARTICLE III. The contractor shall commence work upon the date stated in the Notice to Proceed and will complete all work by this Contract within **45 calendar days** following City's written Notice to Proceed. Time is of the essence. Accordingly, liquidated damages shall be assessed against Contractor, as stipulated liquidated damages and not as a penalty, in the amount of \$ 250.00 for each and every calendar day the work remains incomplete over the specified completion time.

ARTICLE IV. This Agreement shall not become effective, nor shall Contractor commence any work hereunder, until the City has received, and approved, the Certificate of Insurance and Additional Insured-and Notice of Cancellation Endorsements, the fully executed Performance, Payment and Maintenance Bonds with Powers of Attorney, and the list of proposed Subcontractors from Contractor.

ARTICLE V. This Agreement is entered into, under and pursuant to, and is to be construed and enforceable in accordance with the laws of the State of Missouri.

ARTICLE VI: The following documents are made part of this agreement by reference:

	Bid Form
Exhibit A	General Conditions of the Contract
Exhibit A-1	Special Conditions of the Contract
Exhibit B-1	Performance Bond
Exhibit B-2	Payment Bond
Exhibit B-3	Maintenance Bond
Exhibit C	List of Plans (by sheet number and date), including all addenda thereto
Exhibit D	Specifications dated, including all addenda thereto – N/A
Exhibit E	Contractor's Affidavit Acknowledging Federal Lobbying Activities and Conflict of Interest Prohibition
Exhibit F	Sales tax exemption documentation forms
Exhibit G	Contractor's Affidavit of Compliance with Non-Discrimination and Equal Employment Opportunity Laws
Exhibit H	Affidavit of Compliance with Safety Training Requirements (§292.675 R.S. Mo.)
Exhibit I	Affidavit of Compliance with R.S. Mo §285.530.6
Exhibit J-1	Applicable Missouri Prevailing Wage Rates
Exhibit J-2	Prevailing Wage Rate Reporting Form
Exhibit J-3	Certification of Compliance with Prevailing Wage Requirements
Exhibit K	Insurance Requirements
Exhibit L	Bill of Sale
Exhibit M	Bailment Agreement
Exhibit N	Conditional Partial Waiver of Lien and Release of Claims
Exhibit O	Conditional Final Waiver of Lien and Release of Claims
	Certificate of Substantial completion
	Certificate of Final Completion
	Construction Change Directive
	Change Order

WITNESS WHEREOF, the City of Parkville, Missouri, has caused this Agreement to be executed on its behalf, thereunto duly authorized, and the said Contractor has executed this contract in the prescribed form and manner, the 4th day of October, 2022.

CITY OF PARKVILLE, MISSOURI

By: _____

Dean Katerndahl, Mayor

ATTEST:

Melissa McChesney, City Clerk

She Digs It, LLC

By: _____

(SEAL)

Title

(If the Contract is not executed by the President of the Corporation or general partner of the partnership, please provide documentation, which authorizes the signatory to bind the corporation or partnership. If a corporation, Contractor shall furnish the City a current certificate of good standing, dated within ten (10) days of the date of this Contract.)

BID FORM

(UNIT PRICE)

**WATKINS PARK STREAM BANK REPAIRS
FOR**

CITY OF PARKVILLE, MISSOURI

Submitted By: SHEMIBS IT LLC

To: City of Parkville, Missouri:

THE UNDERSIGNED BIDDER, having examined the Instructions to Bidders, Contract Forms, Drawings, Specifications, General Conditions, Special Conditions, and other related Contract Documents referred to herein, and any and all Addenda thereto; the location, arrangement, and construction of existing railways, highways, streets, roads, structures, utilities, and facilities which affect or may be affected by the Work; the topography and condition of the site of the Work; and being acquainted with and fully understanding (a) the extent and character of the Work covered by this Bid Form; (b) the location, arrangement, and specified requirements of and for the proposed structures and miscellaneous items of Work appurtenant thereto; (c) the nature and extent of the excavations to be made, and the type, character and general condition of the materials to be excavated; (d) the necessary handling and re-handling of excavated materials; (e) all existing and local conditions relative to construction difficulties and hazards, labor, transportation, hauling, trucking and rail delivery facilities; and (f) all local conditions, laws, regulations, and all other factors and conditions affecting or which may be affected by the performance of the Work required by the Contract Documents.

HEREBY PROPOSES and agrees, if this Bid is accepted, to enter into agreement in the form attached hereto, and to perform all Work and to furnish all required materials, supplies, equipment, tools and plant; to perform all necessary labor; and to construct, install, erect and complete all Work stipulated in, required by, in accordance with the Contract Documents and other terms and conditions referred to therein (as altered, amended, or modified by any and all Addenda thereto) at the prices set forth in the following Schedule of Prices.

Bidder hereby agrees to commence Work under this Contract on the thirtieth day after the Effective Date of the Agreement or, if a Notice to Proceed is given, on the day indicated in the Notice to Proceed. A Notice to Proceed may be given at any time within thirty days after the Effective Date of the Agreement. The Bidder agrees to fully complete all Work within the time frame as provided for in the Agreement.

[Bidder further agrees, if the Bid is accepted, to pay as an agreed amount of liquidated damages at the rate of \$ 250.00 per day, as provided in the Agreement, General Conditions, and Special Conditions.]

Bidder accepts the provisions of the Instructions to Bidders regarding disposition of Bid Security.

Bidder acknowledges receipt of the following Addenda, which have been considered in the preparation of this Bid:

No. _____	Dated: _____
No. _____	Dated: _____
No. _____	Dated: _____
No. _____	Dated: _____
No. _____	Dated: _____

Failure to furnish all information requested below may be cause for rejection of the Bid.

Bidder agrees, if the Bid is accepted, to perform all the Work described in the Contract Documents, including all Addenda, for the prices set forth in the "Schedule of Unit Prices" attached to this Bid Form. In case of a discrepancy between the Unit Price and the Extension Figure, the Unit Price shall be considered to be the Bid.

Note: If this project contains multiple sections of Work, as noted below, bidders must enter a bid for at least one individual section. Bidders are not required to bid on all sections. If Bidder enters a price for all sections together, he must also enter a price for each section individually. However, the price entered for all sections together need not equal the sum of the individual bid prices for each section.

TOTAL BASE BID PRICE (IN WORDS AND FIGURES)

<u>FIFTY-ONE-THOUSAND-SEVEN-HUNDRED-FOURTY-</u>	
<u>TWO AND NO CENTS</u>	Dollars & no/cents <u>\$51,742⁰⁰</u>
(Words)	(Figures)

BID ALTERNATE #1: TRAIL WORK

<u>EIGHTEEN-THOUSAND-ONE-HUNDRED-SIXTY AND</u>	
<u>NO CENTS</u>	Dollars & no/cents <u>\$18,160⁰⁰</u>
(Words)	(Figures)

Award shall be based on the City's evaluation of prices and other factors affecting the responsibility and responsiveness of Bidders. The City reserves the right to award all, some or none of the items identified above to the successful bidder.

The undersigned hereby agrees that this bid shall be good and may not be withdrawn for a period of thirty (60) calendar days after the scheduled closing time for receiving bids.

The undersigned hereby agrees to enter into Contract on the attached Agreement Form within fifteen (15) consecutive calendar days from the receipt of Notice of Award from the City's acceptance of this Bid, and to complete said Work within the indicated number of consecutive calendar days from the Effective Date of the Agreement, or if a Notice to Proceed is given, from the date indicated in the Notice to Proceed.

Bidder has submitted with this Bid its Bid Security as required by the Instructions to Bidders. Bidder further understands that, if the City has specified in the Instructions to Bidders that Performance and

Payment Bonds are required, that the Bidder's failure to submit them on the forms provided and in compliance with all requirements may result in rejection of this Bid.

Performance and Payment Bonds are required for this Project.

If this Bid is accepted and should Bidder for any reason fail to sign the Agreement within fifteen (15) consecutive calendar days as above stipulated, the Bid Security which has been made this day with the City shall, at the option of the City, be retained by the City as liquidated damage for the delay and expense caused the City, but shall not be deemed to limit the Bidder's liability for all of the City's damages;; but otherwise, it shall be returned to the undersigned in accordance with the provisions set forth in the Instructions to Bidders.

The undersigned acknowledges that the City retains the option to accept or reject any bid for any reason.

Dated at _____ this 20TH day of September, 2022.

LICENSE or CERTIFICATE NUMBER, if applicable _____

FILL IN THE APPROPRIATE SIGNATURE AND INFORMATION BELOW:

IF AN INDIVIDUAL:

[Signature] Operating Manager Doing Business As
Signature and Title
SH2RIBS IT LLC
Name of Firm

Business Address of Bidder:

600 SE CENTER BLVD.
BLVD SPENCER MO 64084
Email & Telephone No. 816-295-1100
KRIS@SITESET.COM

IF A PARTNERSHIP:

Name of Partnership

Member of Firm

Business Address of Bidder:

Email & Telephone No. _____

IF A CORPORATION:

Name of Corporation
By _____
Signature & Title

ATTEST: _____ (CORPORATE SEAL)

Business Address of Bidder: _____

Email & Telephone No. _____

If Bidder is a Corporation, supply the following information:

State in which Incorporated: _____

Name and Address of its: President _____
Secretary _____

CITY OF PARKVILLE - WATKINS PARK STREAM BANK REPAIRS
SCHEDULE OF UNIT PRICES

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENSION
1	Mobilization (Limited to 8% of total price.)	1	LS	5100 ⁰⁰	5100 ⁰⁰
2	Clear bushes and shrubs near sewer manhole.	1	LS	2800 ⁰⁰	2800 ⁰⁰
3	Furnish Rip-rap material for channel lining, west section.	192	TON	38 ⁰⁰	7296 ⁰⁰
4	Furnish Rip-rap material for channel lining, east section at MH.	42	TON	38 ⁰⁰	1596 ⁰⁰
5	Furnish ECB material for restoration along top of embankment.	187	SY	2 ⁰⁰	374 ⁰⁰
6	Furnish Seed & fertilizer	1	LS	1800 ⁰⁰	1800 ⁰⁰
7	Grade & slope creek bank to prep for rip-rap blanket, for 2:1 slope	249	CY	36 ⁰⁰	8964 ⁰⁰
8	Place rip-rap mat, work into channel bottom at toe.	234	TON	85 ⁰⁰	19890 ⁰⁰
9	Restoration: Place ECB along top of bank, stake, anchor, etc.	187	SY	6 ⁰⁰	1122 ⁰⁰
10	Restoration: Place seed & fertilizer	1	LS	2800 ⁰⁰	2800 ⁰⁰

TOTAL BID PRICE (Enter also on Bid Form):

\$ 51,742⁰⁰

BID ALTERNATE: TRAIL WORK

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENSION
11	Demo 200 LF asphalt trail in area close to channel, haul away rubble	1	LS	6800 ⁰⁰	6800 ⁰⁰
12	Grade and compact soil base for asphalt trail	1	LS	6800 ⁰⁰	6800 ⁰⁰
13	Asphalt material for new trail section, about 200' long, 4' wide, 4" thick.	20	TON	88 ⁰⁰	1760 ⁰⁰
14	Placement of asphalt trail:	20	TON	140 ⁰⁰	2800 ⁰⁰

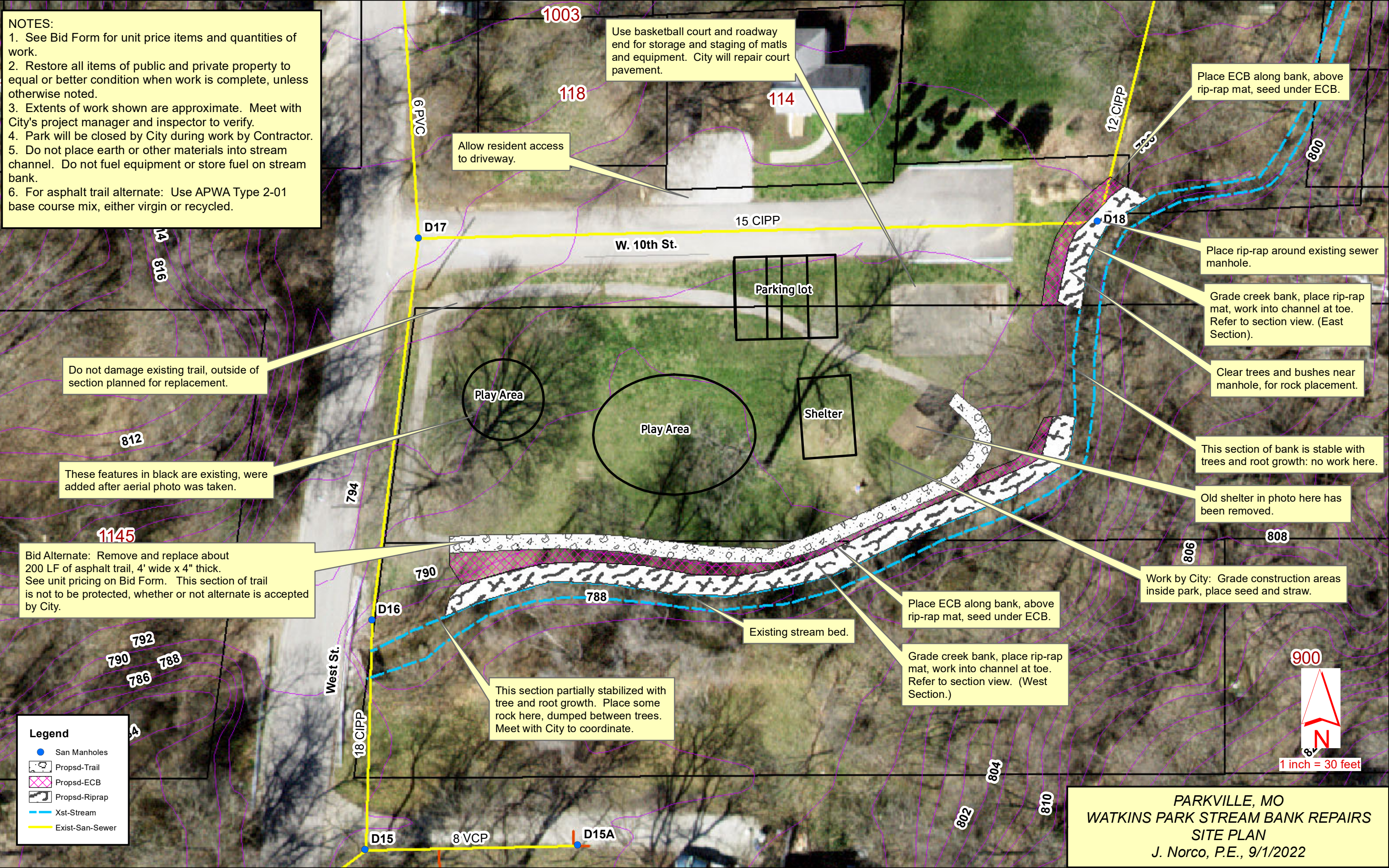
TOTAL ALTERNATE PRICE (Enter also on Bid Form):

\$ 18,160⁰⁰

Notes:

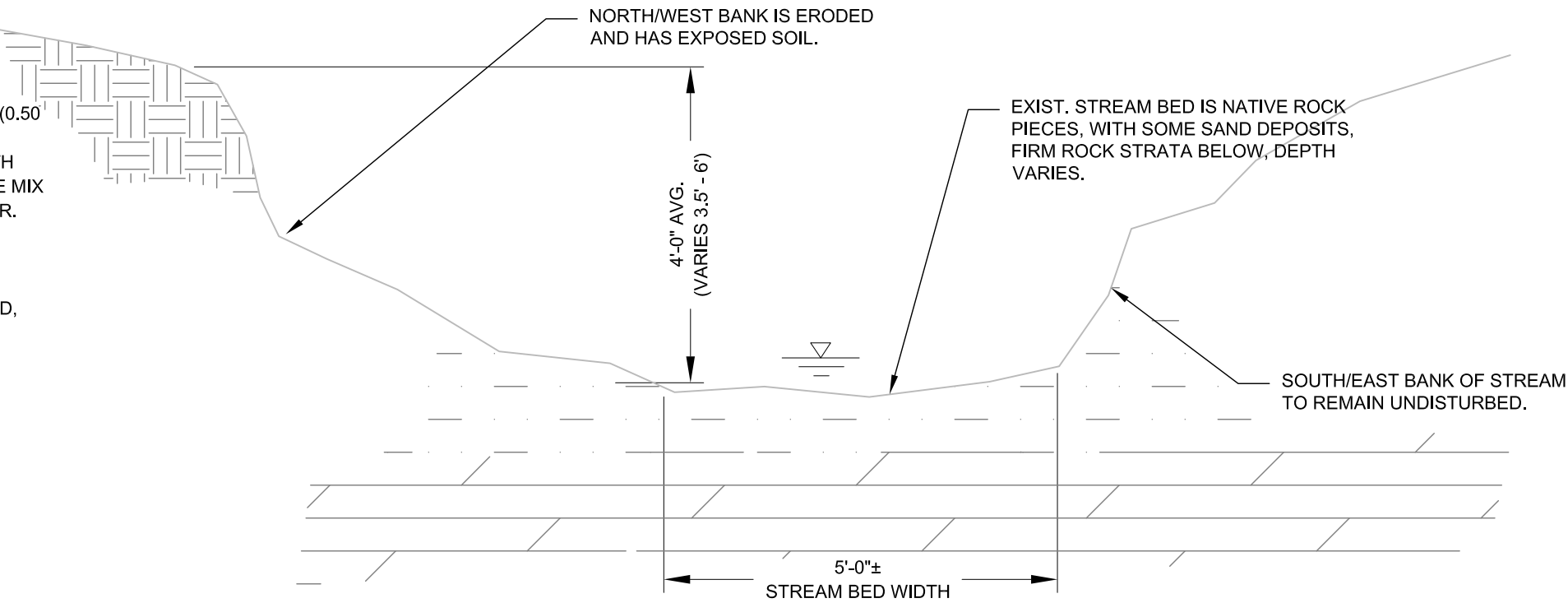
- 1 Some bid items may not be used, depending on project conditions and bid pricing.
- 2 Note that mobilization and general requirements is limited to 5% of total bid price.
- 3 The following pages titled "Description of Unit Prices" accompany this Schedule and are part of the Bid Form.
- 4 Owner may reduce the quantities of work from those shown above.

- NOTES:**
1. See Bid Form for unit price items and quantities of work.
 2. Restore all items of public and private property to equal or better condition when work is complete, unless otherwise noted.
 3. Extents of work shown are approximate. Meet with City's project manager and inspector to verify.
 4. Park will be closed by City during work by Contractor.
 5. Do not place earth or other materials into stream channel. Do not fuel equipment or store fuel on stream bank.
 6. For asphalt trail alternate: Use APWA Type 2-01 base course mix, either virgin or recycled.

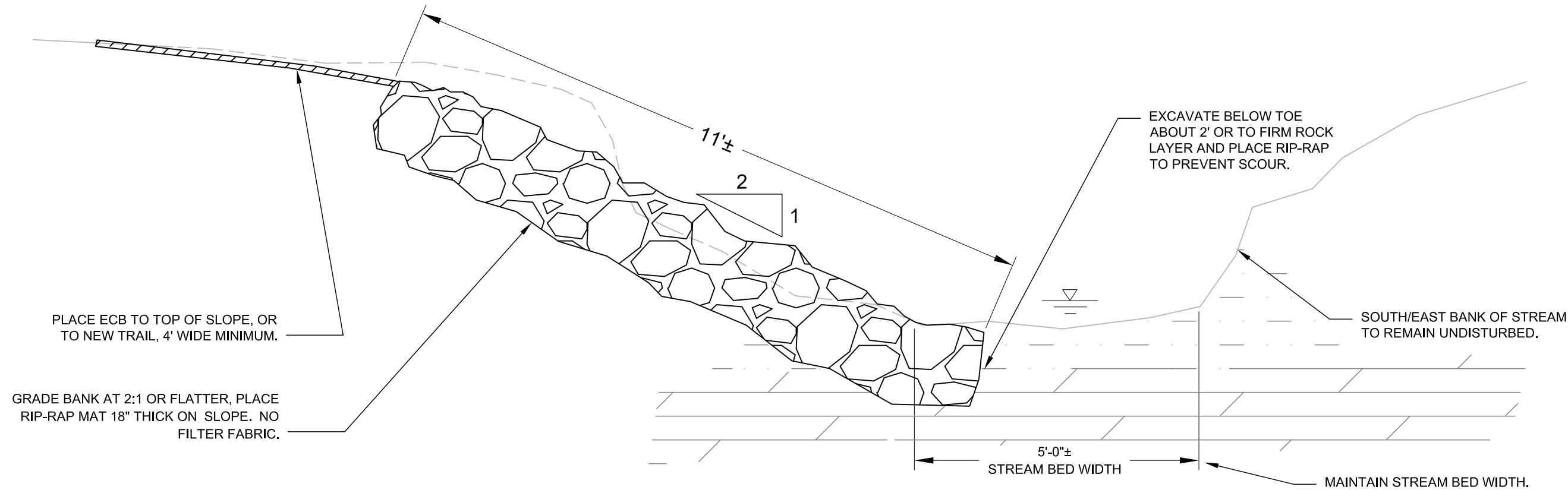


NOTES:

- 1. EROSION CONTROL BLANKET (ECB): STRAW FIBER MATRIX (0.50 LBS/SY) WITH LIGHTWEIGHT PHOTODEGRADABLE POLYPROPYLENE MESH TOP NET AND BOTTOM NET. NORTH AMERICAN GREEN "DS-150", OR EQUAL. SEED WITH FESCUE MIX (APWA TYPE "A" MIXTURE.) AND APPLY STARTER FERTILIZER. STAPLE EDGES AND CENTER OF BLANKET PER MFR. RECOMMENDATIONS.
- 2. RIP-RAP: 12" - 24" SIZE, CONSISTING OF DURABLE STONE CONTAINING NOT MORE THAN 10 PERCENT OF EARTH, SAND, SHALE, AND NON-DURABLE ROCK.



SECTION - EXIST. STREAM BANK
SCALE 1/2" = 1'-0"



SECTION - STREAM BANK REPAIRS
SCALE 1/2" = 1'-0"

Revisions						
No.	Date	Description				

Jay E. Norco E-29748



CL#2012038740

CITY OF PARKVILLE, MISSOURI
8880 CLARK AVE., PARKVILLE, MO 64152

WATKINS PARK STREAM BANK REPAIRS
BANK REPAIR SECTION

Design: JEN	Drawn: JEN
Date: 9-01-22	
Sheet: 1 OF 1	

NORTH HILLS ENGINEERING, INC.
1825 Sunrise Dr., Smithville, MO 64089,
northhillseng@gmail.com, 816-935-2777

**CITY OF PARKVILLE
Policy Report**

Date: September 26, 2022

Prepared By:

Alysen Abel, Public Works Director

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Renew the farming land use agreement with Brian Kringle for property near the Wastewater Treatment Plant

BACKGROUND:

The City owns approximately 66 acres of land adjacent to the wastewater treatment plant. Approximately 10 acres is used for the application of the wastewater treatment by-product, known as biosolids. Biosolid handling is regulated by the Missouri Department of Natural Resources (MDNR) through the City's wastewater permit. Land application of biosolids is a low-cost alternative.

Since 2010, the City has had a land lease agreement with local farmer Brian Kringle, which allows him to plant and harvest Milo, corn or beans on the land to help accelerate the natural process of nutrient removal from the sludge. The process is necessary in order to continuously land-apply in the same area in the future. The current lease agreement with Brian Kringle expires on December 31, 2022.

The partnership with Brian Kringle works well. He has a great working relationship with staff and understands the City's regulatory obligations. He assists with maintaining the property around the sewer plant beyond the expectations included in the lease agreement. The subject area is located within the floodplain, so there is additional risk to the success of the farming operations.

The renewal of the lease agreement has the same terms as the previous agreement. The previous agreement included a payment of \$105 per acre for the 56 acres available for farming each year.

BUDGET IMPACT:

The farm lease agreement provides a revenue for the Sewer Fund budget at a unit price of \$105 per acre of land used for farming. With a total of 56 acres available, the total annual revenue is \$5,880.

ALTERNATIVES:

1. Approve a three-year farm lease agreement with Brian Kringle.
2. Provide direction to staff related to the farm lease agreement.
3. Do not approve the agreement.
4. Postpone this item.

FINANCE COMMITTEE RECOMMENDATION:

At the meeting on September 26, 2022, the Finance Committee, by a vote of 4-0, recommended that the Board of Aldermen approve a three-year renewal to the farm land use agreement with Brian Kringle, effective January 1, 2023 through December 31, 2025.

STAFF RECOMMENDATION:

Staff recommend the approval of the Farm Use Agreement with Brian Kringle. The Kringle family has been a great community partner throughout the years.

POLICY:

The Board of Aldermen typically approves all agreement regarding sale, use, or lease of City land and buildings.

SUGGESTED MOTION:

I move to approve a three-year renewal to the farm land use agreement with Brian Kringle, effective January 1, 2023, through December 31, 2025

ATTACHMENTS:

1. Agreement

FARMING USE AGREEMENT

This Use Agreement is made and entered into this 4th day of October, 2022 by and between the City of Parkville, Missouri, a municipality of the fourth class, hereinafter called "the City," and Brian Kringle, 11700 NW River Road, Parkville, Missouri, 64152 hereinafter called "the Farmer."

WHEREAS, the City owns approximately sixty-six (66) acres of land generally located at the southwest corner of River Road and Hwy FF in Parkville, Platte County, Missouri, 64152, as further described in Exhibit A, attached hereto and incorporated by reference, hereinafter the "Premises"; and,

WHEREAS, the City owns and operates a wastewater treatment plant adjacent to the Premises which produces a product known as biosolids; and,

WHEREAS, the City applies biosolids on approximately ten (10) acres of land on the Premises not used for the treatment facility and must maintain soil levels within guidelines as expressed by the Missouri Department of Natural Resources; and,

WHEREAS, the City will allow planting of milo, corn or beans on the Premises to help remove nutrients necessary to continue applying biosolids in the future; and,

WHEREAS, on June 15, 2010, the Board of Aldermen approved a land lease agreement with the Farmer to allow planting and harvesting of a milo, corn, or bean crop on the Premises, expired on December 31, 2014; and

WHEREAS, on October 21, 2014, the Board of Aldermen approved a land lease agreement, expiring on December 31, 2018.

NOW THEREFORE, The City agrees to allow the Farmer to use the Premises, as follows:

1. **Term.** The term of this Agreement shall be for a period beginning on January 1, 2023, and running thru December 31, 2026.
2. **Grant of Use.** The Farmer is granted use of the Premises to plant and harvest only milo, corn, or bean crop. The Farmer is responsible to provide, maintain, and insure all equipment used to deliver, plant, and harvest such crops. The Farmer will deep till the property upon completion of harvest. The Farmer is limited to using the access pathway that is specified by the City when farming activities are being performed on the Premises. The City shall provide and maintain the access designated by City for use by the Farmer without additional charge to the Farmer beyond the user fee specified in Section 3.
3. **User Fee.** The Farmer shall pay to the City an annual user fee of one hundred five dollars (\$105) per acre per year of land used for farming operations, approximately fifty-six (56) acres of land.
4. **Insurance.** The Farmer shall secure and maintain, at its expense, through the duration of this Agreement Commercial General Liability Insurance on an occurrence basis with minimum limits of \$1,000,000 per occurrence and \$1,000,000 aggregate coverage. The City will only accept coverage from an insurance carrier that offers proof that it:
 - a. Is licensed to do business in the State of Missouri;
 - b. Carries a Best's policy holder rating of A or better; and
 - c. Carries at least a Class X financial rating.

The Farmer shall furnish the City with a Certificate of Insurance on a standard ACORD form, indicating types of insurance, policy numbers, dates of commencement and expiration of policies and carriers. The Farmer shall cause the City to be included as an Additional Insured, and shall require its insurer to provide the City with at least 30 days' advance notice of cancellation. The Farmer shall deliver to the City a copy of an Additional Insured Endorsement, using ISO Additional Insured

Endorsement (CG 20 10), edition date 11/85, or an equivalent (e.g., CG 20 10, edition date 10/93, plus CG 20 37, edition date 04/13 or other carrier form) and a Notice of Cancellation Endorsement, using CNA form G-140327-B (Ed. 07/11), Travelers Form IL T4 00 (12/09) or other equivalent carrier forms. A copy of the Notice of Cancellation Endorsement and Additional Insured Endorsement must be furnished to the City prior to commencement of any services on City property.

5. **Indemnification.** The Farmer will indemnify the City and save the City harmless from and against any and all claims, actions, damages, liabilities and expenses in connection with the loss of life, personal injury, theft, vandalism or damages to property arising out of or from the use of the Premises by the Farmer, provided, however, the Farmer will not be liable to the City on any claim, to the extent it is caused by the negligence of the City, or its agents or employees. Failure of the Farmer to maintain adequate coverage shall not relieve it of any contractual responsibility or obligation, including but not limited to, the indemnification obligation.
6. **Compliance with Law.** The Farmer must comply with all applicable local, state, and federal laws with regard to farming operations. Failure to comply with applicable laws is considered a breach of this agreement.
7. **Successors and Assigns.** This agreement shall extend to and be binding upon the successors and assigns of the parties hereto, subject to written City approval of any assignment by the Farmer.
8. **Termination for Cause.** If either party fails to fulfill the terms of this Agreement, the other party may provide sixty (60) days written notice to the offending party that outlines the specific issues of default. If the default is not cured within sixty (60) days, the Agreement will terminate.
9. **Termination for Convenience.** The City may at any time and for any reason terminate the agreement upon thirty (30) days written notice to the Farmer.
10. **Governing Law.** This Agreement shall be governed and construed in accordance with the laws of the State of Missouri.
11. **Notice.** Written notice regarding this agreement shall be effective upon receipt via hand-delivery; three working days after deposit in the U.S. Mail or by confirmed delivery by national overnight delivery service to the following addresses:

To City:

City of Parkville
Attn: City Administrator
8880 Clark Ave.
Parkville, MO 64152

To Farmer:

Brian Kringle
11700 NW River Road
Parkville, MO 64152

12. **Entire Agreement.** This document constitutes the entire agreement between the Farmer and the City. This Agreement cannot be modified except in writing and must be signed by all parties. Neither the Farmer nor City has made any promises or representations, other than those set forth in this Agreement and those implied by law.

In witness whereof of the parties have set their hands this 4th day of October, 2022.

Farmer

The City of Parkville, Missouri

By: Brian Kringle
Brian Kringle

By: _____
Dean Katerndahl, Mayor

ATTEST:

By: _____
Melissa M. McChesney, City Clerk

EXHIBIT A
Premises

Parcel number 20-8.0-33-000-000-002.002 and the portion of parcel number 20.8.0-33-000-000-003.001, generally located: on the southernmost portion of said parcel; south of the intersection of River Road, Union Chapel Road and FF Highway; west of Rush Creek; south of the Burlington Northern Santa Fe railroad right-of-way; and bounded by the existing tree lines; excluding the Parkville Wastewater Treatment Plant. The property is generally depicted as the area in bounded in red below.



ITEM 3.J.*For 10/4/2022**Board of Aldermen Meeting***CITY OF PARKVILLE
Policy Report**

Date: September 22, 2022

Prepared By:

Erika Morton, Billing Clerk

Reviewed By:

Matthew Chapman, Finance/HR Director
Jeffery Rhodes, Asst. to City Administrator

ISSUE:

Approve accounts payable from September 16 to September 29, 2022

BACKGROUND:

Attached are the statements of approved payments, per the City's Purchasing Policy, for the period from September 16 to September 29, 2022. All disbursements must be reviewed and approved by the Board of Aldermen prior to the release of City funds.

BUDGET IMPACT:

Accounts Payable	\$ 177,931.20
Payroll	\$ 71,748.10
Total	\$ 249,679.30

ALTERNATIVES:

1. Approve the release of funds.
2. Deny the release of funds and provide further direction to City Administration.
3. Deny any portion of the release of funds and provide further direction to City Administration.

FINANCE COMMITTEE RECOMMENDATION:

The item was not presented to the Finance Committee, but is being taken directly to the Board of Aldermen for consideration.

STAFF RECOMMENDATION:

Staff recommends the release of funds as summarized in the attached statements.

POLICY:

All disbursements must be reviewed and approved by the Board of Aldermen prior to the release of City funds.

SUGGESTED MOTION:

I move to appropriate \$ 249,679.30 of City funds to pay salaries and accounts.

ATTACHMENTS:

1. AP_PY Check Register_20220920

PACKET: 07609 Regular Payables-09-20-2022

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

**** CHECK LISTING ****

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00002	A & M Printing							
	I-08062022	Public Hearing Signs-CD	R	9/20/2022		46.12CR	044381	46.12
01999	Absolute Comfort Technologies, Inc.							
	I-22-2788	Generator Maint- Admin	R	9/20/2022		2,671.10CR	044382	
	I-22-2789	Generator WWTF- Sewer	R	9/20/2022		719.25CR	044382	3,390.35
02018	Ace ImageWear							
	I-1196164	Shop Towels-Streets	R	9/20/2022		73.57CR	044383	
	I-1209985	Shop Towels- Parks	R	9/20/2022		28.65CR	044383	
	I-1211950	Shop Towels- Streets	R	9/20/2022		60.30CR	044383	162.52
03031	All Copy Products							
	I-RI105457733	Postage Machine Lease-Admin	R	9/20/2022		165.00CR	044384	165.00
00934	Allen's Water Service							
	I-1825	Water for Shop- Streets	R	9/20/2022		550.00CR	044385	550.00
00593	Alliance Water Resources,							
	I-INV103997	October Mgmt Contract-Sewer	R	9/20/2022		25,993.00CR	044386	25,993.00
02676	Armstrong Teasdale LLP							
	I-2878958	Creekside Bond Counsel-Admin	R	9/20/2022		12,131.05CR	044387	
	I-2878966	Creekside TIF- Admin	R	9/20/2022		9,884.22CR	044387	22,015.27
03035	Asphaltic Surfaces							
	I-1880	2022 Mill/Overlay- Transp	R	9/20/2022		26,248.20CR	044388	26,248.20
01371	Blue Valley Laboratories, Inc							
	I-54521	PAC Pond Service- Parks	R	9/20/2022		318.50CR	044389	318.50
00258	Carter Waters Constructio							
	I-15604718-00	Street Repair Materials-Transp	R	9/20/2022		105.00CR	044390	105.00
00014	Chucks Parkville Garage							
	I-54963	New Tires Truck #19-Transp	R	9/20/2022		2,054.44CR	044391	
	I-54997	New Tires Truck #7- Transp	R	9/20/2022		1,274.46CR	044391	
	I-55004	Brakes for #19- Transp	R	9/20/2022		220.67CR	044391	3,549.57
02531	City Wide Facility Solutions							
	I-32001029886	Sept2022-City Hall Janitorial	R	9/20/2022		960.00CR	044392	960.00

PACKET: 07609 Regular Payables-09-20-2022

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
02319	CNH Industrial Accounts							
	I-2103453-RI	Re-issue Backhoe Pmt-Transp	R	9/20/2022		1,005.38CR	044393	
	I-2287473	Backhoe Lease-Transportation	R	9/20/2022		1,005.38CR	044393	2,010.76
02782	Cramer Marketing							
	I-40069	W2 10-99 Forms- Admin	R	9/20/2022		126.60CR	044394	126.60
00977	Curious Eye Productions							
	I-050-022	08/2022 Broadcasting- PI	R	9/20/2022		1,243.75CR	044395	1,243.75
00156	Dave's Foreign Car Repair LLC							
	I-0147618	Oil Change V606- PD	R	9/20/2022		55.00CR	044396	55.00
01208	Drexel Technologies							
	I-INV86965	Bidding Services- Transport	R	9/20/2022		35.00CR	044397	
	I-INV86966	Bidding Services- Sewer	R	9/20/2022		55.00CR	044397	90.00
01454	Embassy Landscape Group Inc							
	I-129206	Busch Drive Improvements-Parks	R	9/20/2022		12,145.70CR	044398	12,145.70
02935	Equipment Share.com, Inc							
	I-1927493-000	New Grip Case- Transportation	R	9/20/2022		495.00CR	044399	495.00
02883	FNF Petroleum							
	I-IFNF11021	Diesel for Mowers- Parks	R	9/20/2022		719.64CR	044400	719.64
01181	Four Star Electric							
	I-31480	Pedestal Work ELP- Parks	R	9/20/2022		170.00CR	044401	170.00
00519	Friends of Parkville Animal Shelter							
	I-16-Jun-22	Restitution Paid to City-Court	R	9/20/2022		100.00CR	044402	100.00
01016	FTC Equipment							
	I-11597	River Hills Pumpstation-Sewer	R	9/20/2022		350.00CR	044403	
	I-15595	WWTF RAS Pump-Sewer	R	9/20/2022		525.00CR	044403	
	I-15596	S National Pumpstation-Sewer	R	9/20/2022		350.00CR	044403	
	I-15598	River Hills Pumpstation-Sewer	R	9/20/2022		724.00CR	044403	
	I-15605	McAfee Pump Station-Sewer	R	9/20/2022		1,124.00CR	044403	3,073.00
01421	Full Nelson Plumbing, Inc							
	I-35478577	ELP RR Plumbing- Parks	R	9/20/2022		4,680.00CR	044404	
	I-36710201	Court Toilet Repair - Valve	R	9/20/2022		361.46CR	044404	5,041.46

9/16/2022 10:45 AM

A / P CHECK REGISTER

PAGE: 3

PACKET: 07609 Regular Payables-09-20-2022

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00051	Galls, Inc.							
	I-021948120	Badge for Sgt Gee- PD	R	9/20/2022		126.80CR	044405	
	I-021980225	Shirt Repair Tomlin- PD	R	9/20/2022		13.58CR	044405	140.38
00055	H&H Septic Service, Inc.							
	I-53075	5832 Hickory Lane- Sewer	R	9/20/2022		4,156.25CR	044406	
	I-53082	ELP RR Pump- Parks	R	9/20/2022		1,050.00CR	044406	5,206.25
01523	Haven's Construction Company, Inc.							
	I-9893T&M	WWTF Valve Replace-Sewer	R	9/20/2022		1,806.37CR	044407	1,806.37
02131	Heritage Tractor, Inc.							
	I-11571014	Zero Turn Repair- Parks	R	9/20/2022		969.80CR	044408	
	I-115777895	Gator Repair- Parks	R	9/20/2022		1,015.00CR	044408	
	I-11643551	Control Arm- Parks	R	9/20/2022		186.08CR	044408	2,170.88
02433	Hood and Associates CPA's							
	I-48572	Progress Billing Audit-Admin	R	9/20/2022		3,000.00CR	044409	3,000.00
02875	JBLB Insurance Group							
	I-2879	Liability on DT PV Redev-Admin	R	9/20/2022		785.00CR	044410	785.00
03032	John Deere Financial							
	I-2686623	5075 Tractor Lease-Parks	R	9/20/2022		453.75CR	044411	453.75
01888	Kevin Chrisman							
	I-ER09072022	Metro Chiefs & Sheriffs- PD	R	9/20/2022		16.00CR	044412	16.00
02719	Lauber Municipal Law							
	I-11061	City Attny Aug 2022-Admin	R	9/20/2022		18,537.00CR	044413	18,537.00
01097	Lippert Mechanical Service Corp							
	I-SI-2089568	Court RTU-Heater Fuse-HVAC	R	9/20/2022		447.00CR	044414	
	I-SI-2091369	PD Booking HVAC Issue	R	9/20/2022		216.19CR	044414	
	I-SI-2091562	Q32022-HVAC Service Agree	R	9/20/2022		645.83CR	044414	
	I-SI-2092328	PD Booking/Condensate Leak	R	9/20/2022		343.12CR	044414	1,652.14
00079	MARC							
	I-G-I-0014254	KC Community for All- CD	R	9/20/2022		750.00CR	044415	750.00
02974	The Law Offices of Mark M. Ferguson							
	I-09012022	Attny Services Aug 22- Admin	R	9/20/2022		57.00CR	044416	57.00

Page 59 of 139

9/16/2022 10:45 AM

A / P CHECK REGISTER

PAGE: 4

PACKET: 07609 Regular Payables-09-20-2022

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00084	McConnell & Associates Co							
	I-2208-064040	Tack Coat-Transportation Fund	R	9/20/2022		69.98CR	044417	69.98
00942	McKeever Enterprises dba Price Chopper							
	I-2813	Food For Volunteers- Admin	R	9/20/2022		59.65CR	044418	
	I-2814	Breakfast Strat. Retreat Admin	R	9/20/2022		66.62CR	044418	
	I-2815	Water/Electrolytes- Parks	R	9/20/2022		38.65CR	044418	
	I-2816	Water/Ice PV Days Parade-Admin	R	9/20/2022		14.55CR	044418	
	I-2817	Coffee & Supplies- PD	R	9/20/2022		12.78CR	044418	
	I-7345	Cleaning Supplies- Streets	R	9/20/2022		205.17CR	044418	
	I-7346	Back to School Program- PD	R	9/20/2022		6.88CR	044418	
	I-7347	Batteries Patrol Cameras- PD	R	9/20/2022		19.49CR	044418	423.79
00942	McKeever Enterprises dba Price Chopper							
	I-7348	BOA Strategic Planning- Admin	R	9/20/2022		31.95CR	044419	
	I-7349	Batteries for Weapon Safe- PD	R	9/20/2022		6.99CR	044419	38.94
02632	MEI Total Elevator Solutions							
	I-979537	Q4 Elevator Service - City Hal	R	9/20/2022		188.84CR	044420	188.84
02766	Messengers Lawn & Landscape							
	I-99378	Mowing Cemetery- Admin	R	9/20/2022		382.65CR	044421	382.65
02228	Metro Rolloff Container Services LLC							
	I-24761	PLP RR Vault Pumpout-Parks	R	9/20/2022		551.00CR	044422	551.00
00704	Midwest Shredding Service, LLC							
	I-130015	August Shred Event- Streets	R	9/20/2022		450.00CR	044423	450.00
02873	Missouri Department of Natural Resources							
	I-34602301576	Sewer Connection Fees-Sewer	R	9/20/2022		2,026.73CR	044424	2,026.73
00723	Missouri One Call System							
	I-2080254	Utility Locate Service-Sewer	R	9/20/2022		311.25CR	044425	311.25
01163	North Hills Engineering, Inc							
	I-2208	08/22 On Call Engineer	R	9/20/2022		7,840.00CR	044426	7,840.00
02517	NueSynergy, Inc							
	I-N51859	HSA FSA Fees 08/22-Admin	R	9/20/2022		96.50CR	044427	96.50
01701	Platte County Citizen							
	I-44063	STR Public Notice- CD	R	9/20/2022		34.00CR	044428	
	I-44116	1st 1/2 SAR Publication-Admin	R	9/20/2022		80.75CR	044428	
	I-LOT5	STR Public Notice- CD	R	9/20/2022		34.00CR	044428	
	I-LOT8	STR Public Notice-CD	R	9/20/2022		34.00CR	044428	182.75

PACKET: 07609 Regular Payables-09-20-2022

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01405	Platte County Recorder of Deeds I-09142022	Nuisance Lien- CD	R	9/20/2022		24.00CR	044429	24.00
00107	Platte Rental & Supply I-92636-1	Rent Paint Sprayer- Streets	R	9/20/2022		75.00CR	044430	75.00
01739	Print Time I-1277869-IN	Business Cards- NS, PW,CD	R	9/20/2022		94.60CR	044431	
	I-1278257-IN	Propes Business Cards-Parks	R	9/20/2022		49.80CR	044431	144.40
00117	Reeves Wiedeman Company I-6041824	Hydrant Repair Kit-Parks	R	9/20/2022		32.69CR	044432	32.69
01390	Riss Lake Homes Association I-September 2022	Grinder Pump Collections-SW	R	9/20/2022		27,668.13CR	044433	27,668.13
02920	Ryan Lawn & Tree I-3106749	Valve CH Irrigation Sys-Admin	R	9/20/2022		295.00CR	044434	
	I-3129720	Backflow Replacement- Parks	R	9/20/2022		655.00CR	044434	950.00
02978	Sontiq I-CI-021027	ID Theft Protection August	R	9/20/2022		63.45CR	044435	63.45
03029	Southern Platte Fire Protection District I-222-32	Tornado Siren Lease- PW	R	9/20/2022		150.00CR	044436	150.00
00154	T-Ray Specialties Inc. I-42152	Supplies for Parks	R	9/20/2022		546.29CR	044437	546.29
00838	The Work Zone, Inc. I-62718	Barricades/Cones PV Days-Parks	R	9/20/2022		504.00CR	044438	504.00
03037	Traffic Safety Corp I-084029-IN	Solar LED Speed Sign- Transp	R	9/20/2022		4,074.00CR	044439	4,074.00
01083	UMB Bank, N.A. I-Sept2022-SRFBond	Monthly Revolving Pmt- Sewer	R	9/20/2022		14,754.42CR	044440	14,754.42
02409	UniFirst Corporation I-229 0076731	Floor Mats- Admin	R	9/20/2022		138.40CR	044441	138.40
01573	Urban Tree Specialists I-23332	PLP Tree Work- Parks	R	9/20/2022		5,500.00CR	044442	
	I-23359	Bluff Tree Removal- Streets	R	9/20/2022		1,900.00CR	044442	
	I-23362	ELP Tree Work- Parks	R	9/20/2022		400.00CR	044442	
	I-23363	ELP Tree Work- Parks	R	9/20/2022		4,650.00CR	044442	12,450.00

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00150	Vance Brothers, Inc							
	I-IG00016250	Asphalt- Transportation Fund	R	9/20/2022		186.00CR	044443	
	I-IG00016283	Asphalt- Transportation Fund	R	9/20/2022		186.00CR	044443	372.00

* * T O T A L S * *		NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:		63	0.00	217,858.42	217,858.42
HANDWRITTEN CHECKS:		0	0.00	0.00	0.00
PRE-WRITE CHECKS:		0	0.00	0.00	0.00
DRAFTS:		0	0.00	0.00	0.00
VOID CHECKS:		0	0.00	0.00	0.00
NON CHECKS:		0	0.00	0.00	0.00
CORRECTIONS:		0	0.00	0.00	0.00
REGISTER TOTALS:		63	0.00	217,858.42	217,858.42

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 07609 Regular Payables-09-20-2022

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
--------	-------------	------	---------------	---------------	----------	--------	--------------	-----------------

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
10	9/2022	78,634.18CR
30	9/2022	87,683.40CR
40	9/2022	38,934.51CR
41	9/2022	12,599.45CR
84	9/2022	6.88CR
=====		
ALL		217,858.42CR

PACKET: 07598 Direct Payables 09/20/202

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
01-02140	Commerce Bank - Commercial Car					
C-Refund-MML	6/15/2022	Elected Officials Conf. Refun	39.00CR			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		McChesney MML Refund		10 501.01-41-03	Professional De	39.00CR
C-Refund-TruckRent	6/03/2022	City Rent-a-Truck Refund	100.00CR			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		City Rent-a-Truck Refund		10 501.01-41-02	Professional De	100.00CR
I-004745	7/16/2022	Pizza Hut - Admin	43.48			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		Pizza Hut - Admin		10 501.09-20-02	Meeting Food	43.48
I-022024	6/27/2022	Parkville Rotary Flag- Admin	60.00			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Parkville Rotary Flag- Admin		10 501.01-40-00	Membership Fees	60.00
I-05300G	7/13/2022	Spray Tank/12 Pump- Parks	234.98			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		Spray Tank/12 Pump- Parks		10 525.05-21-00	Equipment & Ha	234.98
I-06157G	7/15/2022	Pole Hedge Trimmer- Parks	578.47			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		Pole Hedge Trimmer- Parks		10 525.05-21-00	Equipment & Ha	578.47
I-09278G	6/22/2022	Office Max Supplies-CD	78.85			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Office Max Supplies-CD		10 518.05-01-00	Office Supplies	78.85
I-10-16166	6/27/2022	Memorial Tree Plaque-NS	310.00			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Memorial Tree Plaque-NS		10 535.09-21-00	Miscellaneous	310.00
I-101330044	7/21/2022	ICC Membership Stanton- CD	348.00			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		ICC Membership Stanton- CD		10 518.01-41-00	Membership Fees	348.00
I-110793	7/15/2022	Notary Stamp McChesney-Admin	23.74			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		Notary Stamp McChesney-Admin		10 501.05-01-00	Office Supplies	23.74
I-113-5285289-575066	7/15/2022	Boots for Travis- Parks	126.67			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		Boots for Travis- Parks		10 525.05-31-00	Uniforms	126.67
I-116763	6/21/2022	Gunter Pest June 2022-Admin	60.00			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Gunter Pest June 2022-Admin		10 501.06-01-00	Building Maint	60.00

PACKET: 07598 Direct Payables 09/20/202

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
=====						
01-02140	Commerce Bank - Commercial Car(** CONTINUED **)					
I-118718	7/26/2022	APWA Dinner A Abel- PW	50.00			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		APWA Dinner A Abel- PW		10 515.01-41-02	Professional De	50.00
I-120478	7/19/2022	Gunter Pest July 2022-Admin	60.00			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		Gunter Pest July 2022-Admin		10 501.06-01-00	Building Maint	60.00
I-13051055	6/17/2022	MO Sec of State DPRC-CD	21.25			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		MO Sec of State DPRC-CD		10 518.09-21-00	Miscellaneous	21.25
I-135138	7/12/2022	APWA Luncheon A Abel-PW	15.00			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		APWA Luncheon A Abel-PW		10 515.01-41-02	Professional De	15.00
I-1602	6/13/2022	Johnny's Tavern Lunch- PW	155.00			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Johnny's Tavern Lunch- PW		10 515.09-21-00	Miscellaneous	155.00
I-186	7/13/2022	BOA CLARB Jimmy Johns-Admin	141.39			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		Farmers Market Work Session		10 501.09-20-02	Meeting Food	141.39
I-2000100-36284115	6/29/2022	Office Supplies-Admin	35.97			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Office Supplies-Admin		10 501.05-01-00	Office Supplies	35.97
I-2022-Tmobile	7/06/2022	Jan-Jun 2022 TMobile/Sprint	1,632.89			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		TMobile/Sprint Admin		10 501.03-01-00	Telephone & Voi	30.23
		TMobile/Sprint PD		10 505.03-01-00	Telephone & Voi	619.90
		TMobile/Sprint PW		10 515.03-05-00	Mobile Phones &	90.72
		TMobile/Sprint Streets		10 520.03-01-00	Telephone & Voi	559.42
		TMobile/Sprint CD		10 518.03-05-00	Mobile Phones &	166.31
		TMobile/Sprint Parks		10 525.03-01-00	Telephone & Voi	166.31
I-2023377	6/10/2022	Sexual Assault Training- PD	395.00			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Sexual Assault Training- PD		10 505.01-41-02	Professional De	395.00
I-20267730	7/15/2022	Background-Taylor, Propes-Adm	29.25			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		Background-Taylor, Propes-Adm		10 501.09-13-00	Hiring Expenses	29.25
I-2059 723684	6/10/2022	MO Sec of State Name Change-C	11.25			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		MO Sec of State Name Change-CD		10 518.09-21-00	Miscellaneous	11.25

PACKET: 07598 Direct Payables 09/20/2022

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
=====						
01-02140	Commerce Bank - Commercial Car(** CONTINUED **)					
I-20783490	7/13/2022	Notary Renewal McChesney-Admi	26.25			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		Notary Renewal McChesney-Admin		10 501.09-21-00	Misc-Other	26.25
I-220721130255280996	7/21/2022	Trail Maintenance- NS	100.00			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		Trail Maintenance- NS		10 535.06-05-03	Trail Maintenan	100.00
I-2345873	7/14/2022	Printer and Ink Cap & Det- PD	683.00			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		Printer and Ink Cap & Det- PD		10 505.05-01-00	Office Supplies	683.00
I-270725-00	7/28/2022	Herbicide Solution- NS	44.93			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		Herbicide Solution- NS		10 535.05-21-00	Equipment & Han	44.93
I-2743	7/20/2022	MML Leadership Banquet	650.00			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		Katerndahl, Wassmer-Admin		10 501.01-41-03	Professional De	100.00
		Barton, Abel, Wilson, White, Schan		10 501.01-41-02	Professional De	550.00
I-28913849	6/10/2022	Conference Expense-Admin	336.45			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Conference Expense-Admin		10 501.01-41-03	Professional De	336.45
I-311846-0	6/06/2022	Notary Seals, Envleopes- Admi	96.84			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Notary Seals, Envleopes- Admin		10 501.05-01-00	Office Supplies	96.84
I-313193-0	6/17/2022	Supplies- Streets and Admin	63.95			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Supplies- Streets and Admin		10 520.05-01-00	Office Supplies	24.28
		Supplies- Streets and Admin		10 501.05-01-00	Office Supplies	39.67
I-313193-1	6/16/2022	Stamp 10-in-1 Phrases-Sewer	44.78			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Stamp 10-in-1 Phrases-Sewer		30 501.05-01-00	Office Supplies	44.78
I-313193-2	6/29/2022	Dry-Erase Markers- Admin	9.30			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Dry-Erase Markers- Admin		10 501.05-01-00	Office Supplies	9.30
I-313618-0	6/21/2022	Trash Bags Urinal Screens-Adm	53.49			
	AP	DRAFT DFT 000000 6/21/2022		1099: N		
		Trash Bags Urinal Screens-Admi		10 501.06-02-00	Janitorial Serv	53.49

PACKET: 07598 Direct Payables 09/20/202

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
=====						
01-02140	Commerce Bank - Commercial Car(** CONTINUED **)					
I-313618-1	6/28/2022	Trash Bags- Admin	48.77			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Trash Bags- Admin		10 501.06-02-00	Janitorial Serv	48.77
I-316402-0	7/19/2022	SP Supplies and Toner	164.14			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		SP Supplies- Admin		10 501.05-01-00	Office Supplies	65.66
		Toner-Streets		10 525.05-01-00	Office Supplies	98.48
I-316402-1	7/20/2022	AA Batteries- CD	15.73			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		AA Batteries- CD		10 518.05-01-00	Office Supplies	15.73
I-3309739	7/19/2022	AICP Assessment Stanton- CD	255.00			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		AICP Assessment Stanton- CD		10 518.01-41-00	Membership Fees	255.00
I-3364831181	7/29/2022	Lunch for Training- Streets	41.03			
	AP	DRAFT DFT 000000 7/29/2022		1099: N		
		Lunch for Training- Streets		10 520.01-41-02	Professional De	41.03
I-34632	6/10/2022	Volunteer Lunch- NS	77.28			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Volunteer Lunch- NS		10 535.05-43-00	Volunteer Ackno	77.28
I-41	6/09/2022	Coffee for Volunteers-NS	14.62			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Coffee for Volunteers-NS		10 535.05-43-00	Volunteer Ackno	14.62
I-4117165079	7/19/2022	WTS Luncheon- A Abel- PW	35.00			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		WTS Luncheon- A Abel- PW		10 515.01-41-02	Professional De	35.00
I-5663577	6/14/2022	Copier March 2022- Admin	89.36			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Copier March 2022- Admin		10 501.06-34-00	Office Equipmen	89.36
I-5680984	6/01/2022	Copier April 2022- Admin	148.52			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Copier April 2022- Admin		10 501.06-34-00	Office Equipmen	148.52
I-57254555S54364846	6/30/2022	Finance Director Posting- Adm	175.00			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Finance Director Posting- Admi		10 501.08-02-02	Professional Se	175.00
I-65126	6/29/2022	Bathroom Dryer- Parks	67.32			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Bathroom Dryer- Parks		10 525.06-03-00	Restrooms	67.32

PACKET: 07598 Direct Payables 09/20/202

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
=====						
01-02140	Commerce Bank - Commercial Car(** CONTINUED **)					
I-66	6/01/2022	Coffee/Breakfast for Voluntee	74.20			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Coffee/Breakfast for Volunteer		60 40903-00	Programs	74.20
I-6913039-060922	6/09/2022	Hinckley Springs Water-Street	212.58			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Hinckley Springs Water-Streets		10 520.03-04-00	Water	212.58
I-6913039-070722	7/07/2022	Hinckley Springs Water- Stree	50.40			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		Hinckley Springs Water- Street		10 520.03-04-00	Water	50.40
I-7359098374	6/21/2022	iPad Keyboard- Admin	59.49			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		iPad Keyboard- Admin		10 501.05-01-00	Office Supplies	59.49
I-7359166734-0000001	6/17/2022	Staples Supplies- Admin	233.10			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Staples Supplies- Admin		10 501.05-01-00	Office Supplies	106.58
		Staples Supplies- Admin		10 501.06-02-00	Janitorial Serv	126.52
I-7359166734-0000002	6/17/2022	Meeting Supplies- Admin	106.58			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Meeting Supplies- Admin		10 501.09-20-07	Meeting Supplie	106.58
I-7361078101-000001	7/18/2022	SP Supplies/WebCamera-Admin	89.78			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		SP Supplies/WebCamera-Admin		10 501.05-01-00	Office Supplies	89.78
I-7361193234-000001	7/19/2022	Accordion File and Toner	132.93			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		Accordion Folder- Sewer		30 501.05-01-00	Office Supplies	23.34
		Toner- Parks		10 525.05-01-00	Office Supplies	109.59
I-79733	6/02/2022	Rt 9 Committee Meeting FoodPW	68.29			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Rt 9 Committee Meeting FoodPW		10 515.05-01-00	Office Supplies	68.29
I-80161	6/03/2022	Shockey Comm Consulting-Admin	71.00			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Shockey Comm Consulting-Admin		10 501.09-20-02	Meeting Food	71.00
I-8351	6/29/2022	Candy for Parade- Admin	90.86			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Candy for Parade- Admin		10 501.09-21-00	Misc-Other	90.86

PACKET: 07598 Direct Payables 09/20/2022

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
=====						
01-02140	Commerce Bank - Commercial Car(** CONTINUED **)					
I-84600006291785	7/14/2022	Stain/Paint-Chainsaw Art-Park	32.96			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		Stain/Paint-Chainsaw Art-Parks		10 525.05-41-03	Park Enhancemen	32.96
I-8647352c145e	6/09/2022	CPWSD#1- Sewer	1,101.64			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		CPWSD#1- Sewer		30 501.03-04-00	Water	1,064.39
		CPWSD#1- Sewer		30 501.08-07-00	Credit Card Fee	37.25
I-8J094465VF389934R	6/30/2022	Finance Director Posting-Admi	175.00			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Finance Director Posting-Admin		10 501.08-02-02	Professional Se	175.00
I-9670	6/09/2022	Conference Meals BOCA-Admin	75.00			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Conference Meals BOCA-Admin		10 501.01-41-03	Professional De	75.00
I-9771	6/26/2022	4th of July Parade Candy- Adm	86.78			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		4th of July Parade Candy- Admi		10 501.09-21-00	Misc-Other	86.78
I-AB-23715	7/28/2022	Seed for Trail Maintenance- N	118.75			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		Seed for Trail Maintenance- NS		10 535.06-05-03	Trail Maintenan	118.75
I-APWA2022	6/23/2022	Alysen APWA- PW	854.00			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Alysen APWA- PW		10 515.01-41-02	Professional De	854.00
I-BA0P5EE53A30	6/23/2022	Finance Director Job Post- Ad	225.00			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Finance Director Job Post- Adm		10 501.08-02-02	Professional Se	225.00
I-EPI1794792	6/23/2022	Messicks Mower Part- Admin	36.68			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Messicks Mower Part- Admin		10 525.06-21-02	Tractor Mowing	36.68
I-EPI1804218	7/06/2022	Tires for Brush Hog - TF	998.86			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		Tires for Brush Hog - TF		40 520.06-21-00	Vehicle & Equip	998.86
I-EPS3192529	6/01/2022	Mowing Equipment-Parks	1,644.76			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Mowing Equipment-Parks		10 525.06-21-02	Tractor Mowing	1,644.76
I-JUN2022	6/01/2022	AT&T Bill June 2022	518.22			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		AT&T Bill June 2022		10 505.03-01-00	Telephone & Voi	90.01
		AT&T Bill June 2022		10 525.03-01-00	Telephone & Voi	282.79
		AT&T Bill June 2022		10 520.03-01-00	Telephone & Voi	80.65

PACKET: 07598 Direct Payables 09/20/202

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
01-02140	Commerce Bank - Commercial Car(** CONTINUED **)					
		AT&T Bill June 2022		30 501.03-01-00	Telephone & Voi	64.77
I-Jul2022	7/12/2022	CPWSD#1 Sewer Plant-Sewer	238.28			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		CPWSD#1 Sewer Plant-Sewer		30 501.03-04-00	Water	230.22
		CPWSD#1 Sewer Plant-Sewer		30 501.08-07-00	Credit Card Fee	8.06
I-KCI-6363	6/03/2022	City Rent a Truck- Admin	414.58			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		City Rent a Truck- Admin		10 501.01-41-02	Professional De	414.58
I-MC15403473	6/09/2022	MailChimp June 2022-Admin	34.00			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		MailChimp June 2022-Admin		10 555.02-02-00	Software	34.00
I-MC15570025	7/09/2022	MailChimp Essentials- IT	34.00			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		MailChimp Essentials- IT		10 555.02-02-00	Software	34.00
I-NCW1	6/02/2022	Volunteer Lunch- NS	49.64			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Volunteer Lunch- NS		60 501.05-42-00	Program Expense	49.64
I-PT-EXM70HLGPLKBO	6/29/2022	Copier May 2022- Admin	97.35			
	AP	DRAFT DFT 000000 7/21/2022		1099: N		
		Copier May 2022- Admin		10 501.06-34-00	Office Equipmen	97.35
I-PT-EXM70HLGPMGWL	7/28/2022	Administration Copier Jun 202	96.15			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		Administration Copier Jun 2022		10 501.06-34-00	Office Equipmen	96.15
I-PT-EXM70HLGPMX68	7/22/2022	Administration Copier Mar 202	89.40			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		Administration Copier Mar 2021		10 501.06-34-00	Office Equipmen	89.40
I-PT-EXM70HLGPMXCP	7/22/2022	Admin Copier July 2019	104.53			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		Admin Copier July 2019		10 501.06-34-00	Office Equipmen	104.53
I-PT-EXM70HLGPMXD0	7/22/2022	Administration Copier May 201	114.82			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		Administration Copier May 2019		10 501.06-34-00	Office Equipmen	114.82
I-PT-EXM70HLGPMXD6	7/22/2022	Administration Copier June201	181.15			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		Administration Copier June2019		10 501.06-34-00	Office Equipmen	181.15

PACKET: 07598 Direct Payables 09/20/202

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
=====						
01-02140	Commerce Bank - Commercial Car(** CONTINUED **)					
I-PT-EXM70LGPMXCR	7/22/2022	Administration Copier May 202	129.37			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		Administration Copier May 2020		10 501.06-34-00	Office Equipmen	129.37
I-PVCOFFEE	7/14/2022	Coffee Volunteer Work Days NS	21.72			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		Coffee Volunteer Work Days NS		10 535.05-42-00	Program Expense	21.72
I-PVCOFFEE2	7/15/2022	Coffee for Volunteers- NS	33.11			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		Coffee for Volunteers- NS		10 535.05-42-00	Program Expense	33.11
I-WEB18745192	7/28/2022	PPE Duluth Trading Co- NS	99.00			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		PPE Duluth Trading Co- NS		10 535.05-21-00	Equipment & Han	99.00
I-WEB18745954	7/28/2022	PPE Duluth Trading Co- NS	111.52			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		PPE Duluth Trading Co- NS		10 535.05-21-00	Equipment & Han	111.52
I-WEB1875953	7/28/2022	PPE Duluth Trading Co- NS	126.92			
	AP	DRAFT DFT 000000 8/22/2022		1099: N		
		PPE Duluth Trading Co- NS		10 535.05-21-00	Equipment & Han	126.92
		=== VENDOR TOTALS ===	16,545.35			
=====						
01-01614	EVERGY					
I-Aug2022-0604	7/20/2022	101 McAfee Front-Tornado Sire	21.16			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		101 McAfee Front-Tornado Siren		10 501.03-02-00	Electricity	21.16
I-Aug2022-0613	7/21/2022	5500 N Woodhaven-Street Light	20.05			
	AP	DRAFT DFT 000000 8/05/2022		1099: N		
		5500 N Woodhaven-Street Light		40 520.07-41-00	Street Lights -	20.05
I-Aug2022-0755	7/20/2022	4960 East St - Street Lights	19.23			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		4960 East St - Street Lights		40 520.07-41-00	Street Lights -	19.23
I-Aug2022-0867	7/20/2022	4825 Busch Dr - Parks	136.52			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		4825 Busch Dr - Parks		10 525.03-02-00	Electricity	136.52
I-Aug2022-1413	7/20/2022	118 S Main - Street Lights	20.52			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		118 S Main - Street Lights		40 520.07-41-00	Street Lights -	20.52

PACKET: 07598 Direct Payables 09/20/202

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
01-01614	EVERGY	(** CONTINUED **)				
I-Aug2022-1599	7/21/2022	8000 Lakeview Dr-Street Light	19.43			
	AP	DRAFT DFT 000000 8/05/2022		1099: N		
		8000 Lakeview Dr-Street Lights		40 520.07-41-00	Street Lights -	19.43
I-Aug2022-1819	7/21/2022	4961 S Main St - Parks	20.74			
	AP	DRAFT DFT 000000 8/05/2022		1099: N		
		4961 S Main St - Parks		40 520.07-41-00	Street Lights -	20.74
I-Aug2022-2038	7/20/2022	8571 McAfee - Parks	33.96			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		8571 McAfee - Parks		10 525.03-02-00	Electricity	33.96
I-Aug2022-2191	7/20/2022	100 Main St - Street Lights	28.24			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		100 Main St - Street Lights		40 520.07-41-00	Street Lights -	28.24
I-Aug2022-2568	7/20/2022	305 N Main - Street Lights	32.31			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		305 N Main - Street Lights		40 520.07-41-00	Street Lights -	32.31
I-Aug2022-2914	7/20/2022	5875U 9HWY - Street Lights	88.59			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		5875U 9HWY - Street Lights		40 520.07-41-00	Street Lights -	88.59
I-Aug2022-3103	7/20/2022	8875 ClarkU - City Hall	61.51			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		8875 ClarkU - City Hall		10 501.03-02-00	Electricity	61.51
I-Aug2022-3274	7/20/2022	6254U-HWY9-Street Light	41.35			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		6254U-HWY9-Street Light		40 520.07-41-00	Street Lights -	41.35
I-Aug2022-3344	7/20/2022	8569 McAfee - Parks	42.16			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		8569 McAfee - Parks		10 525.03-02-00	Electricity	42.16
I-Aug2022-3538	7/20/2022	12301 FFHWY - Sewer Plant	4,057.31			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		12301 FFHWY - Sewer Plant		30 501.03-02-00	Electricity	4,057.31
I-Aug2022-3605	7/21/2022	9001 McAfee - Park Pump Stati	1,229.11			
	AP	DRAFT DFT 000000 8/05/2022		1099: N		
		9001 McAfee - Park Pump Statio		30 501.03-02-00	Electricity	1,229.11
I-Aug2022-3656	7/20/2022	6250U 9HWY - Street Light	62.73			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		6250U 9HWY - Street Light		40 520.07-41-00	Street Lights -	62.73

PACKET: 07598 Direct Payables 09/20/202

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
01-01614	EVERGY	(** CONTINUED **)				
I-Aug2022-3666	7/20/2022	6127 NW Bell - Light / Siren	35.73			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		6127 NW Bell - Light / Siren		40 520.07-41-00	Street Lights -	35.73
I-Aug2022-3706	7/20/2022	101 McAfee- Park Restroom	33.20			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		101 McAfee- Park Restroom		10 525.03-02-00	Electricity	33.20
I-Aug2022-4196	7/20/2022	9851 PLP Dr - Parks	40.45			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		9851 PLP Dr - Parks		10 525.03-02-00	Electricity	40.45
I-Aug2022-4235	7/20/2022	6405 NW Graden - Streets Gara	162.29			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		6405 NW Graden - Streets Garag		10 520.03-02-00	Electricity	162.29
I-Aug2022-5910	7/21/2022	119 S Main St - Street Lights	34.39			
	AP	DRAFT DFT 000000 8/05/2022		1099: N		
		119 S Main St - Street Lights		40 520.07-41-00	Street Lights -	34.39
I-Aug2022-6285	7/20/2022	8880 Clark - City Hall	4,681.55			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		8880 Clark - City Hall		10 501.03-02-00	Electricity	4,681.55
I-Aug2022-6326	7/20/2022	FFHWY-Crooked Rd - Sewer Pump	48.37			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		FFHWY-Crooked Rd - Sewer Pump		30 501.03-02-00	Electricity	48.37
I-Aug2022-6351	7/20/2022	10325 Magnolia - Pump Station	150.10			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		10325 Magnolia - Pump Station		30 501.03-02-00	Electricity	150.10
I-Aug2022-6522	7/20/2022	6420 Melody Ln - Sewer Pump	30.62			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		6420 Melody Ln - Sewer Pump		30 501.03-02-00	Electricity	30.62
I-Aug2022-6557	7/20/2022	8A W 1st St - Street Lights	24.95			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		8A W 1st St - Street Lights		40 520.07-41-00	Street Lights -	24.95
I-Aug2022-6857	7/20/2022	201 N Main - Street Lights	32.31			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		201 N Main - Street Lights		40 520.07-41-00	Street Lights -	32.31
I-Aug2022-6919	7/20/2022	5521 Seminole Dr - Sewer Pump	128.00			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		5521 Seminole Dr - Sewer Pump		30 501.03-02-00	Electricity	128.00

PACKET: 07598 Direct Payables 09/20/202

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
01-01614	EVERGY	(** CONTINUED **)				
I-Aug2022-7274	7/20/2022	7503 River Park - Entry Sign	24.00			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		7503 River Park - Entry Sign		40 520.07-41-00	Street Lights -	24.00
I-Aug2022-7374	7/20/2022	45HWY-9HWY - Pump Station	44.47			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		45HWY-9HWY - Pump Station		30 501.03-02-00	Electricity	44.47
I-Aug2022-7495	7/20/2022	8701U McAfee - Parks	54.25			
	AP	DRAFT DFT 000000 7/04/2022		1099: N		
		8701U McAfee - Parks		10 525.03-02-00	Electricity	54.25
I-Aug2022-7546	7/20/2022	8570 McAfee - Parks	23.31			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		8570 McAfee - Parks		10 525.03-02-00	Electricity	23.31
I-Aug2022-7612	7/20/2022	LED Streetlights -City Wide	22,424.21			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		LED Streetlights -City Wide		40 520.07-41-00	Street Lights -	22,424.21
I-Aug2022-7877	7/20/2022	Riss Lake-62nd St - Pump Stat	93.04			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		Riss Lake-62nd St - Pump Stati		30 501.03-02-00	Electricity	93.04
I-Aug2022-7985	7/20/2022	5100 NW Coffey-Tornado Siren	21.00			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		5100 NW Coffey-Tornado Siren		10 501.03-02-00	Electricity	21.00
I-Aug2022-8102	7/20/2022	207A Main - Street Light	32.31			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		207A Main - Street Light		40 520.07-41-00	Street Lights -	32.31
I-Aug2022-8236	7/20/2022	8600 E 13th St - PNS Shed	18.79			
	AP	DRAFT DFT 000000 8/18/2022		1099: N		
		8600 E 13th St - PNS Shed		10 535.03-02-00	Electricity	18.79
I-Aug2022-8250	7/20/2022	100 S Main St - Street Lights	18.18			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		100 S Main St - Street Lights		40 520.07-41-00	Street Lights -	18.18
I-Aug2022-8316	7/20/2022	10 S Main St - Street Lights	26.17			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		10 S Main St - Street Lights		40 520.07-41-00	Street Lights -	26.17
I-Aug2022-8682	7/20/2022	5600 Riss Lake-Sewer Pump	22.84			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		5600 Riss Lake-Sewer Pump		30 501.03-02-00	Electricity	22.84

PACKET: 07598 Direct Payables 09/20/2022

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
01-01614	EVERGY	(** CONTINUED **)				
I-Aug2022-8817	7/20/2022	304A Main - Street Lights	31.52			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		304A Main - Street Lights		40 520.07-41-00	Street Lights -	31.52
I-Aug2022-8883	7/20/2022	6005U 9HWY-Street Light (2mth	128.44			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		6005U 9HWY-Street Light (2mth)		40 520.07-41-00	Street Lights -	128.44
I-Aug2022-8908	7/20/2022	120 S Main-Street Light/Panel	93.03			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		120 S Main-Street Light/Panel		10 525.03-02-00	Electricity	93.03
I-Aug2022-9020	7/20/2022	605 East St - Street Light	53.75			
	AP	DRAFT DFT 000000 8/04/2022		1099: N		
		605 East St - Street Light		40 520.07-41-00	Street Lights -	53.75
I-Sept2022-0604	8/18/2022	101 McAfee-Front-Tornado Sire	20.99			
	AP	DRAFT DFT 000000 9/02/2022		1099: N		
		101 McAfee-Front-Tornado Siren		10 501.03-02-00	Electricity	20.99
I-Sept2022-0613	8/18/2022	5500 N Woodhaven-Street Light	20.07			
	AP	DRAFT DFT 000000 9/02/2022		1099: N		
		5500 N Woodhaven-Street Lights		40 520.07-41-00	Street Lights -	20.07
I-Sept2022-0755	8/18/2022	4960 East St - Street Light	19.12			
	AP	DRAFT DFT 000000 9/02/2022		1099: N		
		4960 East St - Street Light		40 520.07-41-00	Street Lights -	19.12
I-Sept2022-1599	8/19/2022	8000 Lakeview - Street Lights	22.28			
	AP	DRAFT DFT 000000 9/06/2022		1099: N		
		8000 Lakeview - Street Lights		40 520.07-41-00	Street Lights -	22.28
I-Sept2022-1819	8/18/2022	4961 S Main St - Parks	19.96			
	AP	DRAFT DFT 000000 9/02/2022		1099: N		
		4961 S Main St - Parks		40 520.07-41-00	Street Lights -	19.96
I-Sept2022-2191	8/18/2022	100 Main St - Street Lights	27.43			
	AP	DRAFT DFT 000000 9/02/2022		1099: N		
		100 Main St - Street Lights		40 520.07-41-00	Street Lights -	27.43
I-Sept2022-2568	8/18/2022	305 N Main St - Street Lights	31.52			
	AP	DRAFT DFT 000000 9/02/2022		1099: N		
		305 N Main St - Street Lights		40 520.07-41-00	Street Lights -	31.52
I-Sept2022-2914	8/18/2022	5875U 9HWY - Street Lights	37.09			
	AP	DRAFT DFT 000000 9/02/2022		1099: N		
		5875U 9HWY - Street Lights		40 520.07-41-00	Street Lights -	37.09

PACKET: 07598 Direct Payables 09/20/2022

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
01-01614	EVERGY		(** CONTINUED **)				
I-Sept2022-3103	8/18/2022	8875	ClarkU-City Hall	57.94			
	AP	DRAFT	DFT 000000 9/02/2022		1099: N		
			8875 ClarkU-City Hall		10 501.03-02-00	Electricity	57.94
I-Sept2022-3274	8/18/2022	6254U	9HWY-Street Light	29.21			
	AP	DRAFT	DFT 000000 9/02/2022		1099: N		
			6254U 9HWY-Street Light		40 520.07-41-00	Street Lights -	29.21
I-Sept2022-3538	8/18/2022	12301	FFHWY- Sewer Plant	3,775.44			
	AP	DRAFT	DFT 000000 9/02/2022		1099: N		
			12301 FFHWY- Sewer Plant		30 501.03-02-00	Electricity	3,775.44
I-Sept2022-3605	8/18/2022	9001	McAfee - Park Pump Stati	1,126.39			
	AP	DRAFT	DFT 000000 9/02/2022		1099: N		
			9001 McAfee - Park Pump Statio		30 501.03-02-00	Electricity	1,126.39
I-Sept2022-3656	8/18/2022	6250U	9HWY - Street Light	85.49			
	AP	DRAFT	DFT 000000 9/02/2022		1099: N		
			6250U 9HWY - Street Light		40 520.07-41-00	Street Lights -	85.49
I-Sept2022-3666	8/18/2022	6127	NW Bell - Light / Siren	35.13			
	AP	DRAFT	DFT 000000 9/02/2022		1099: N		
			6127 NW Bell - Light / Siren		40 520.07-41-00	Street Lights -	35.13
I-Sept2022-4235	8/18/2022	6405	NW Graden - Street Garag	150.61			
	AP	DRAFT	DFT 000000 9/02/2022		1099: N		
			6405 NW Graden - Street Garage		10 520.03-02-00	Electricity	150.61
I-Sept2022-6285	8/18/2022	8880	Clark - City Hall	4,623.57			
	AP	DRAFT	DFT 000000 9/02/2022		1099: N		
			8880 Clark - City Hall		10 501.03-02-00	Electricity	4,623.57
I-Sept2022-6326	8/18/2022	FFHWY	Crooked Rd - Sewer Pump	48.98			
	AP	DRAFT	DFT 000000 9/02/2022		1099: N		
			FFHWY-Crooked Rd - Sewer Pump		30 501.03-02-00	Electricity	48.98
I-Sept2022-6351	8/18/2022	10325U	Magnolia - Pump Statio	157.71			
	AP	DRAFT	DFT 000000 9/02/2022		1099: N		
			10325U Magnolia - Pump Station		30 501.03-02-00	Electricity	157.71
I-Sept2022-6522	8/18/2022	6420	Melody Ln - Sewer Pump	27.50			
	AP	DRAFT	DFT 000000 9/02/2022		1099: N		
			6420 Melody Ln - Sewer Pump		30 501.03-02-00	Electricity	27.50
I-Sept2022-6557	8/18/2022	8A W 1st St	- Street Lights	25.00			
	AP	DRAFT	DFT 000000 9/02/2022		1099: N		
			8A W 1st St - Street Lights		40 520.07-41-00	Street Lights -	25.00

PACKET: 07598 Direct Payables 09/20/202

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
=====						
01-01614	EVERGY	(** CONTINUED **)				
I-Sept2022-6857	8/18/2022	100 N Main - Street Lights	31.52			
	AP	DRAFT DFT 000000 9/02/2022		1099: N		
		100 N Main - Street Lights		40 520.07-41-00	Street Lights -	31.52
I-Sept2022-6919	8/18/2022	5521 Seminole Dr - Sewer Pump	120.18			
	AP	DRAFT DFT 000000 9/02/2022		1099: N		
		5521 Seminole Dr - Sewer Pump		30 501.03-02-00	Electricity	120.18
I-Sept2022-7274	8/18/2022	7503 River Park Dr - Entry Si	24.00			
	AP	DRAFT DFT 000000 9/02/2022		1099: N		
		7503 River Park Dr - Entry Sig		40 520.07-41-00	Street Lights -	24.00
I-Sept2022-7374	8/18/2022	45 HWY- 9HWY - Pump Station	41.87			
	AP	DRAFT DFT 000000 9/02/2022		1099: N		
		45 HWY- 9HWY - Pump Station		30 501.03-02-00	Electricity	41.87
I-Sept2022-7612	8/18/2022	LED Streetlights - City Wide	22,426.51			
	AP	DRAFT DFT 000000 9/02/2022		1099: N		
		LED Streetlights - City Wide		40 520.07-41-00	Street Lights -	22,426.51
I-Sept2022-7877	8/18/2022	RissLake-62nd St - Pump Stati	80.60			
	AP	DRAFT DFT 000000 9/02/2022		1099: N		
		RissLake-62nd St - Pump Statio		30 501.03-02-00	Electricity	80.60
I-Sept2022-7985	8/18/2022	5100 Coffey Rd-Tornado Siren	21.00			
	AP	DRAFT DFT 000000 9/02/2022		1099: N		
		5100 Coffey Rd-Tornado Siren		10 501.03-02-00	Electricity	21.00
I-Sept2022-8102	8/18/2022	207A Main St - Street Light	31.52			
	AP	DRAFT DFT 000000 9/02/2022		1099: N		
		207A Main St - Street Light		40 520.07-41-00	Street Lights -	31.52
I-Sept2022-8236	8/18/2022	8600 E 13th St - PNS Shed	18.79			
	AP	DRAFT DFT 000000 9/02/2022		1099: N		
		8600 E 13th St - PNS Shed		10 535.03-02-00	Electricity	18.79
I-Sept2022-8250	8/18/2022	100 S Main - Street Lights	18.18			
	AP	DRAFT DFT 000000 9/02/2022		1099: N		
		100 S Main - Street Lights		40 520.07-41-00	Street Lights -	18.18
I-Sept2022-8682	8/18/2022	5600 Riss Lake-Sewer Pump	22.90			
	AP	DRAFT DFT 000000 9/02/2022		1099: N		
		5600 Riss Lake-Sewer Pump		30 501.03-02-00	Electricity	22.90
I-Sept2022-8817	8/18/2022	304A Main - Street Light	30.75			
	AP	DRAFT DFT 000000 9/02/2022		1099: N		
		304A Main - Street Light		40 520.07-41-00	Street Lights -	30.75

PACKET: 07598 Direct Payables 09/20/202

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
01-01614	EVERGY	(** CONTINUED **)				
I-Sept2022-8883	8/18/2022	6005U 9HWY-Street Lights	83.23			
	AP	DRAFT DFT 000000 9/02/2022		1099: N		
		6005U 9HWY-Street Lights		40 520.07-41-00	Street Lights -	83.23
I-Sept2022-9020	8/18/2022	605 East St - Street Light	54.45			
	AP	DRAFT DFT 000000 9/02/2022		1099: N		
		605 East St - Street Light		40 520.07-41-00	Street Lights -	54.45
=== VENDOR TOTALS ===			67,793.12			
01-02057	Lowe's Accounts Receivable					
I-350211022	6/15/2022	Cordless Drill- Streets	160.55			
	AP	DRAFT DFT 000000 9/14/2022		1099: N		
		Cordless Drill- Streets		10 520.05-21-00	Shop Supplies &	160.55
I-350613415	6/21/2022	Asphalt for Patch- Streets	66.40			
	AP	DRAFT DFT 000000 9/14/2022		1099: N		
		Asphalt for Patch- Streets		10 520.07-33-00	Street Repair M	66.40
=== VENDOR TOTALS ===			226.95			
01-00159	Missouri American Water					
I-Aug2022-3174-2	8/02/2022	8880 Clark Fire - Admin	56.82			
	AP	DRAFT DFT 000000 8/24/2022		1099: N		
		8880 Clark Fire - Admin		10 501.03-04-00	Water	56.82
I-Sept2022-1203	8/16/2022	25 W Main - Irrigation - Park	85.52			
	AP	DRAFT DFT 000000 9/07/2022		1099: N		
		25 W Main - Irrigation - Parks		10 525.03-04-00	Water	85.52
I-Sept2022-2095	8/16/2022	East St. Fount 1 - Parks	10.56			
	AP	DRAFT DFT 000000 9/07/2022		1099: N		
		East St. Fount 1 - Parks		10 525.03-04-00	Water	10.56
I-Sept2022-2187	8/16/2022	East St. Fount 2 - Parks	10.56			
	AP	DRAFT DFT 000000 9/07/2022		1099: N		
		East St. Fount 2 - Parks		10 525.03-04-00	Water	10.56
I-Sept2022-2235-2	8/09/2022	13025 Magnolia - Pump Station	9.89			
	AP	DRAFT DFT 000000 8/31/2022		1099: N		
		13025 Magnolia - Pump Station		30 501.03-04-00	Water	9.89
I-Sept2022-2453	8/16/2022	East St. Fount 3- Parks	9.89			
	AP	DRAFT DFT 000000 9/07/2022		1099: N		
		East St. Fount 3- Parks		10 525.03-04-00	Water	9.89

PACKET: 07598 Direct Payables 09/20/202

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
=====						
01-00159	Missouri American Water	(** CONTINUED **)				
I-Sept2022-2538	8/16/2022	East St. Fount 4 - Parks	11.93			
	AP	DRAFT DFT 000000 9/07/2022		1099: N		
		East St. Fount 4 - Parks		10 525.03-04-00	Water	11.93
I-Sept2022-3099	8/16/2022	8880 Clark Ave - City Hall	1,022.43			
	AP	DRAFT DFT 000000 9/07/2022		1099: N		
		8880 Clark Ave - City Hall		10 501.03-04-00	Water	1,022.43
I-Sept2022-3333	8/16/2022	East St. Hydrant - Parks	30.54			
	AP	DRAFT DFT 000000 9/07/2022		1099: N		
		East St. Hydrant - Parks		10 525.03-04-00	Water	30.54
I-Sept2022-6548	8/16/2022	S Main St- Dog Park - Parks	44.20			
	AP	DRAFT DFT 000000 9/07/2022		1099: N		
		S Main St- Dog Park - Parks		10 525.03-04-00	Water	44.20
I-Sept2022-6841	8/11/2022	8602 NW 62nd St - Pinecrest	116.40			
	AP	DRAFT DFT 000000 9/02/2022		1099: N		
		8602 NW 62nd St - Pinecrest		10 501.03-04-00	Water	116.40
I-Sept2022-8321	8/16/2022	8701 River Park - Fountain	89.88			
	AP	DRAFT DFT 000000 9/07/2022		1099: N		
		8701 River Park - Fountain		10 525.03-04-00	Water	89.88
I-Sept2022-8413	8/16/2022	1st & Main - Irrigation - Par	67.30			
	AP	DRAFT DFT 000000 9/07/2022		1099: N		
		1st & Main - Irrigation - Park		10 525.03-04-00	Water	67.30
I-Sept2022-9321	8/16/2022	8875 Clark - Admin	30.54			
	AP	DRAFT DFT 000000 9/07/2022		1099: N		
		8875 Clark - Admin		10 501.03-04-00	Water	30.54
I-Spet2022-4314	8/11/2022	102 E 1st St-Irrig-Parks	53.59			
	AP	DRAFT DFT 000000 9/02/2022		1099: N		
		102 E 1st St-Irrig-Parks		10 525.03-04-00	Water	53.59
		=== VENDOR TOTALS ===	1,650.05			
=====						
01-00207	Spectrum (TimeWarner)					
I-0009904082122	8/21/2022	Sept2022-Internet/TV-City Hal	251.76			
	AP	DRAFT DFT 000000 9/08/2022		1099: N		
		Sept2022-Internet/TV-City Hall		10 501.03-08-00	Cable	251.76
		=== VENDOR TOTALS ===	251.76			

PACKET: 07598 Direct Payables 09/20/202

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
=====							
01-00160	Spire						
I-August2022	8/23/2022		Gas Bill for Shop- Streets	50.94			
	AP		DRAFT DFT 000000 9/07/2022		1099: N		
			Gas Bill for Shop- Streets		10 520.03-03-00	Gas	50.94
			=== VENDOR TOTALS ===	50.94			
=====							
01-02522	Wex Bank (Phillips)						
I-82737430	7/31/2022		July 2022 Fuel Bill	3,821.13			
	AP		DRAFT DFT 000000 8/22/2022		1099: N		
			July 2022 Fuel Bill		10 505.06-22-00	Vehicle Gas & O	3,821.13
			=== VENDOR TOTALS ===	3,821.13			
			=== PACKET TOTALS ===	90,339.30			

PACKET: 07598 Direct Payables 09/20/202

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

** T O T A L S **

INVOICE TOTALS	90,478.30
DEBIT MEMO TOTALS	0.00
CREDIT MEMO TOTALS	139.00CR

BATCH TOTALS	90,339.30
--------------	-----------

** G/L ACCOUNT TOTALS **

BANK	YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
					ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
2022	01	-19101	Due From General Fund	30,256.86 *				
	01	-19301	Due From Sewer Service F	12,688.13 *				
	01	-19401	Due From Capital Project	47,270.47 *				
	01	-19601	Due From Nature Sanctuar	123.84 *				
	10	-22001	AP Pending (Due to Poole	30,256.86-*				
	10	-501.01-40-00	Membership Fees & Dues -	60.00	4,000	108.40	4,000	108.40
	10	-501.01-41-02	Professional Dev - Staff	864.58	18,000	11,734.12	24,100	3,491.73- Y
	10	-501.01-41-03	Professional Dev - Board	472.45	3,000	15,399.45- Y	24,100	3,099.60- Y
	10	-501.03-01-00	Telephone & Voicemail	30.23	7,200	3,708.58	7,200	3,708.58
	10	-501.03-02-00	Electricity	9,508.72	73,000	34,869.85	73,000	34,869.85
	10	-501.03-04-00	Water	1,226.19	7,000	4,097.74	7,000	4,097.74
	10	-501.03-08-00	Cable	251.76	3,000	1,237.80	3,000	1,237.80
	10	-501.05-01-00	Office Supplies & Consum	527.03	3,500	975.91	3,500	975.91
	10	-501.06-01-00	Building Maint & Repair	120.00	20,000	7,917.73	30,000	11,027.75
	10	-501.06-02-00	Janitorial Services/Supp	228.78	15,000	5,150.52	15,000	5,150.52
	10	-501.06-34-00	Office Equipment Mainten	1,050.65	1,500	31.02	1,500	31.02
	10	-501.08-02-02	Professional Services	575.00	90,000	16,814.99	110,000	16,814.99
	10	-501.09-13-00	Hiring Expenses	29.25	500	632.32- Y	500	632.32- Y
	10	-501.09-20-02	Meeting Food	255.87	1,000	240.39- Y	1,250	667.20- Y
	10	-501.09-20-07	Meeting Supplies	106.58	250	533.39- Y	1,250	517.91- Y
	10	-501.09-21-00	Misc-Other	203.89	10,000	10,009.64- Y	12,500	7,936.32- Y
	10	-505.01-41-02	Professional Development	395.00	4,500	2,879.31	5,450	3,414.31
	10	-505.03-01-00	Telephone & Voicemail	709.91	1,500	149.10	1,500	149.10
	10	-505.05-01-00	Office Supplies & Consum	683.00	2,800	1,854.43	2,800	1,854.43
	10	-505.06-22-00	Vehicle Gas & Oil	3,821.13	45,000	28,032.99	45,000	28,032.99
	10	-515.01-41-02	Professional Development	954.00	4,000	1,770.02	4,825	2,093.02
	10	-515.03-05-00	Mobile Phones & Pagers	90.72	700	249.28	700	249.28
	10	-515.05-01-00	Office Supplies & Consum	68.29	850	525.84	850	525.84
	10	-515.09-21-00	Miscellaneous	155.00	500	210.23- Y	500	210.23- Y
	10	-518.01-41-00	Membership Fees & Dues	603.00	1,300	662.00	13,800	11,312.00
	10	-518.03-05-00	Mobile Phones & Pagers	166.31	1,500	1,333.69	1,500	1,333.69
	10	-518.05-01-00	Office Supplies & Consum	94.58	1,000	760.53	1,000	760.53
	10	-518.09-21-00	Miscellaneous	32.50	900	867.50	900	867.50
	10	-520.01-41-02	Professional Development	41.03	500	458.97	500	458.97
	10	-520.03-01-00	Telephone & Voicemail	640.07	2,800	1,001.15	2,800	1,001.15
	10	-520.03-02-00	Electricity	312.90	4,200	2,724.71	4,200	2,724.71

PACKET: 07598 Direct Payables 09/20/202

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----		ITM DATE BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--		DISTRIBUTION		
** G/L ACCOUNT TOTALS **										
BANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
10	-520.03-03-00		Gas	50.94	2,000	221.78		2,000	221.78	
10	-520.03-04-00		Water	262.98	5,000	253.43		5,000	253.43	
10	-520.05-01-00		Office Supplies & Consum	24.28	1,000	187.85		1,000	187.85	
10	-520.05-21-00		Shop Supplies & Material	160.55	7,000	2,142.66		7,000	2,142.66	
10	-520.07-33-00		Street Repair Materials	66.40	0	66.40	- Y	0	66.40	- Y
10	-525.03-01-00		Telephone & Voicemail	449.10	3,500	1,618.20		3,500	1,618.20	
10	-525.03-02-00		Electricity	456.88	22,000	17,043.58		22,000	17,043.58	
10	-525.03-04-00		Water	413.97	6,000	3,240.52		6,000	3,240.52	
10	-525.05-01-00		Office Supplies & Consum	208.07	500	241.62		500	241.62	
10	-525.05-21-00		Equipment & Handtools	813.45	7,500	3,692.69		7,500	3,692.69	
10	-525.05-31-00		Uniforms	126.67	2,000	1,669.33		2,000	1,669.33	
10	-525.05-41-03		Park Enhancements	32.96	10,000	167.08		18,000	2,833.56	
10	-525.06-03-00		Restrooms	67.32	8,000	3,604.37	- Y	8,000	3,604.37	- Y
10	-525.06-21-02		Tractor Mowing Equipment	1,681.44	5,000	2,810.15	- Y	10,400	4,142.30	- Y
10	-535.03-02-00		Electricity	37.58	300	145.95		300	145.95	
10	-535.05-21-00		Equipment & Handtools	382.37	2,000	1,142.26		2,000	1,142.26	
10	-535.05-42-00		Program Expenses	54.83	0	54.83	- Y	0	54.83	- Y
10	-535.05-43-00		Volunteer Acknowledgemen	91.90	600	118.31	- Y	600	118.31	- Y
10	-535.06-05-03		Trail Maintenance	218.75	3,000	128.39	- Y	3,000	128.39	- Y
10	-535.09-21-00		Miscellaneous	310.00	500	18.79		500	18.79	
10	-555.02-02-00		Software	68.00	29,000	5,012.88		29,000	5,012.88	
30	-22001		AP Pending (Due to Poole	12,688.13	-*					
30	-501.03-01-00		Telephone & Voicemail	64.77	1,500	1,088.69		1,500	1,088.69	
30	-501.03-02-00		Electricity	11,205.43	46,000	4,901.10		46,000	4,901.10	
30	-501.03-04-00		Water	1,304.50	2,000	767.05	- Y	2,000	767.05	- Y
30	-501.05-01-00		Office Supplies	68.12	250	116.47	- Y	250	116.47	- Y
30	-501.08-07-00		Credit Card Fees	45.31	10,000	2,272.26		10,000	2,272.26	
40	-22001		A/P Pending (Due to Pool	47,270.47	-*					
40	-520.06-21-00		Vehicle & Equipment Main	998.86	12,000	2,172.08	- Y	12,000	2,172.08	- Y
40	-520.07-41-00		Street Lights - Electric	46,271.61	300,000	115,271.02		300,000	115,271.02	
60	-22001		A/P Pending (Due to Pool	123.84	-*					
60	-40903-00		*NON-EXPENSE	74.20	4,200	5,508.30	-			
60	-501.05-42-00		Program Expenses	49.64	4,200	2,517.77		4,200	2,517.77	
** 2022 YEAR TOTALS				90,339.30						

PACKET: 07606 Federal Withholdings - 9/9/22

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING

01-00044	Park Bank									
I T1	202209074397	Federal Withholding	PY		D	9/09/2022		11,098.43 11,098.43	11,098.43CR	
I T3	202209074397	FICA W/H	PY		D	9/09/2022		13,188.98 13,188.98	13,188.98CR	
I T4	202209074397	Medicare W/H	PY		D	9/09/2022		3,084.52 3,084.52	3,084.52CR	
			DRAFTS				1	27,371.93 27,371.93	27,371.93CR 0.00	0.00

PACKET: 07606 Federal Withholdings - 9/9/22

VENDOR SET: 01

===== R E P O R T T O T A L S =====

F U N D D I S T R I B U T I O N

FUND NO#	FUND NAME	AMOUNT
10	General Fund	27,073.82CR
30	Sewer Service Fund	298.11CR
** TOTALS **		27,371.93CR

----- TYPE OF CHECK TOTALS -----

	NUMBER	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
HAND CHECKS		0.00 0.00	0.00 0.00	0.00
DRAFTS	1	27,371.93 27,371.93	27,371.93CR 0.00	0.00
REG-CHECKS		0.00 0.00	0.00 0.00	0.00
EFT		0.00 0.00	0.00 0.00	0.00
NON-CHECKS		0.00 0.00	0.00 0.00	0.00
ALL CHECKS	1	27,371.93 27,371.93	27,371.93CR 0.00	0.00

TOTAL CHECKS TO PRINT: 0

=====

ERRORS: 0 WARNINGS: 0

CITY OF PARKVILLE Policy Report

Date: September 22, 2022

Prepared By:

Stephen Lachky, Community Development
Director

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve the second reading of an ordinance to amend Parkville Municipal Code Section 405.040, Subsection K, to revise existing provisions and guidelines for short-term residential dwelling rentals - Case No. PZ 2022-30 (Community Development)

BACKGROUND:

Growth of third-party short-term residential dwelling rental (RDR) platforms such as Airbnb, HomeAway and VRBO (Vacation Rentals by Owner) has led to a variety of impacts on host communities and have increasingly been the subject of new regulations by cities. And due to the increased popularity of RDRs across the United States, the topic of how to regulate them was discussed at various City Commission and Board of Aldermen meetings over the years.

In 2019, the Board of Aldermen requested that City staff research and explore the adoption of short-term RDR regulations. On September 7, 2021, the Board of Aldermen adopted Ordinance No. 3087 creating provisions and guidelines for short-term residential dwelling rentals. These provisions provide applicants with the ability to go through a public hearing process and obtain a conditional use permit. This process makes all adjacent property owners aware of such rentals and any adverse impacts and provides the opportunity for individuals to provide public comment on the matter.

In January 2022, Code Enforcement staff identified all citywide, existing short-term RDR properties illegally operating without a conditional use permit (a total of six properties). Staff then drafted a compliance letter - mailed via certified mail - to make property owners of illegally operating short-term RDRs aware of Ordinance No. 3087. The letter also stated the Community Development Department's plan to allow a six-month grace period for property owners to become compliant with the new requirements by obtaining a conditional use permit. Since this time, the City has received a total of three applications for conditional use permits (CUP), with the Board of Aldermen approving ordinances for three of them, each with the condition that the length of the permit is six months in length:

- Ordinance No. 3129 – Approving a CUP to allow short-term RDR use at 804 Main St.
- Ordinance No. 3130 – Approving a CUP to allow short-term RDR use at 11 W 5th St.
- Ordinance No. 3131 – Approving a CUP to allow short-term RDR use at 500 East St.

BOARD OF ALDERMEN REQUEST:

During consideration of the first group of CUP applications for short-term RDR uses, the Board of Aldermen noted concerns with the current standards of Ordinance No. 3087, specifically “quality of

life” issues with the number of RDRs being conglomerated in specific neighborhoods of the City, such as those without Homeowner Associations (HOAs). For example, while dilapidated housing units are often rehabilitated when transitioned into RDR units, providing positive benefits to the quality of housing stock, large influxes of out-of-town owners or corporate-owned RDR units could negatively impact the character of neighborhoods by diluting the number of permanent residents. Additionally, the Board of Aldermen asked, “How much is too much?” in terms of the number of applications allowed in certain neighborhoods. As a result, the Board of Aldermen suggested an initial length of six months for all CUPs in order to allow time for City staff to research best practices and allow time for elected officials to review and discuss the current regulations.

STAFF RESEARCH AND REGIONAL DISCUSSION:

On June 29, 2022, City staff participated in a regional discussion on short-term RDRs involving planners and community development directors throughout the region. The purpose was to discuss how planners’ respective communities are handling RDR regulations and if they are experiencing any issues. Participants included the cities of Riverside, Gladstone, North Kansas City and Kansas City in Missouri; Overland Park and the Unified Government/Kansas City in Kansas; and the University of Missouri – Kansas City (UMKC). The majority of communities are encountering similar issues as Parkville and plan to implement the following changes to their regulations in order to address common issues, including:

- Number of total RDRs – A common issue is that communities are issuing permits for too many RDRs throughout their cities, impacting the quality of life throughout the community. A solution other communities are exploring is capping/limiting the total number of RDR permits which can be issued. While there is no exact formula that has been used or can be replicated, most communities analyze their total population data vs. RDR demand and restrict the total number of RDR permits by City district or ward.
- Number of RDR units per property – A common issue is that communities are concerned with is density, not just the total number of RDRs throughout the community, but the number allowed per property. A solution other communities have implemented is restricting the number of RDRs to only one unit per property. This includes properties with multi-family buildings/dwelling units.
- Non-resident RDRs – A common issue is that out-of-town or corporate-owned RDR units dilute the number of permanent residents living in a neighborhood, thus, negatively impacting the character of a neighborhood. A solution other communities have implemented is requiring that RDR properties be owner-occupied. In the case of Charleston, South Carolina, their Department of Livability & Tourism deals with short-term RDR enforcement and said they have addressed quality of life issues by requiring owners to occupy short-term RDR properties as their full-time primary residence and that this regulation has been successful for them. Also, Charleston only allows investment/non-owner occupied short-term rental properties in their commercial zoning districts. Charleston verifies owner occupancy through property taxes, as well as through their business license process.
- On-street parking – A common issue is that RDRs do not have enough or adequate on-site parking; therefore, RDR tenants have to park their vehicles on the public streets, creating congestion issues for other residents who live along the street. A solution other communities have implemented is limiting all on-street parking and requiring that RDR properties have their own dedicated parking spaces for tenants on-site.
- Administrative Time – A common issue is that the RDR application, review and approval process is too time-consuming - both for staff, commissioners and elected officials - and needs to be streamlined. For example, each application often requires hours of time for staff to

review, to hold a public hearing at a meeting of the Planning and Zoning Commission and to go before elected officials for consideration and approval. In the case of Unified Government/Kansas City, Kansas, their staff has estimated 75-100 illegally operating short-term RDRs needing to be compliant via permits over the remaining year; and their staff has concerns about the amount of time needed to be devoted away from other projects and dedicated to short-term RDRs. A solution other communities have implemented is making the entire application, review and approval process administrative (provided you meet all four criteria listed above), and only go through the full public hearing process when needing a variance/exception to the regulations. Moreover, some communities issue the length of permits for short-term RDRs for one year, but allow automatic renewals at the beginning of each year, provided 1) all short-term RDR regulations are still being met; 2) there have been no major complaints or issues reported to staff which need to be addressed.

PROPOSED TEXT AMENDMENT:

Based on staff's research and discussion with other planners and community development directors throughout the Kansas City region, staff proposes modifying the standards to Section 405.040, *Standards Applicable to Specific Uses*, Subsection K. *Lodging – Short-Term Rentals via a City-initiated Application for Text Amendment*. In summary, these changes:

- Limit the total number of short-term RDRs to no more than four per Ward district.
- Restrict the number of short-term RDRs to one dwelling unit per property.
- Require owners to occupy short-term RDR properties as their full-time primary residence.
- Require short-term RDR properties have at least one dedicated parking space on-site on the subject property (shall NOT include on-street parking in public right-of-way).
- Provide staff administrative approval authority for short-term RDR applications, provided all criteria above and requirements of Section 405.040, K. are adhered to. For instances where a variance or exception is requested, applicants will need to obtain a conditional use permit subject to the City's discretionary review process in Section 403.050.

PUBLIC COMMENTS:

A public hearing was held at the September 13, 2022, regular meeting of the Planning and Zoning Commission. No comments were provided by members of the public.

BUDGET IMPACT:

With the exception of application and permit fees collected, there is no immediate budget impact. Long-term impacts would be realized from the City's 5% Tourism Tax – Guest Room Tax paid by transient guests of hotels, motels, bed and breakfast inns, and other short-term rental spaces of similar use per Parkville Municipal Code Section 406.045.

ALTERNATIVES:

1. Adopt an ordinance amending Parkville Municipal Code Section 405.040, Subsection K.
2. Adopt an ordinance, subject to changes by the Board of Aldermen.
3. Do not approve the ordinance.
4. Postpone the item.

FINANCE COMMITTEE RECOMMENDATION:

The item was not presented to the Finance Committee, but is being taken directly to the Board of Aldermen for consideration.

PLANNING AND ZONING COMMISSION RECOMMENDATION:

A public hearing was held at the September 13, 2022, regular meeting of the Planning and Zoning Commission. The Commissioners inquired about the rationale for four as the maximum number of short-term rentals to be allowed per ward; requested that staff revise language of the proposed text amendment to clarify that dedicated parking shall be provided on the subject property and that it does NOT include on-street public parking; and requested that staff revise language in Subsection K.3 to clarify that staff shall consider HOA regulations as a relevant factor in whether to deny an application for short-term rental. Following discussion and the public hearing, the Commission unanimously recommended (by a vote of 9-0) to approve the text amendment as revised by staff.

STAFF RECOMMENDATION:

Staff recommends approval of the proposed text amendment to Parkville Municipal Code Section 405.040, Subsection K to amend the existing provisions and guidelines for short-term residential dwelling rentals.

POLICY:

Per RSMo 89.050 and Parkville Municipal Code Chapter 403 *Applications & Procedures*, text amendments to the Development Code are to be approved by the Board of Aldermen by ordinance, after the Planning and Zoning Commissions considers the amendment at a public hearing and forwards their recommendation.

SUGGESTED MOTION:

I move to approve Bill No. 3208, an ordinance amending Parkville Municipal Code Section 405.040, Subsection K amending the existing provisions and guidelines for short-term residential dwelling rentals, on second reading to become Ordinance No. ____.

ATTACHMENTS:

1. Ordinance
2. Proposed Text Amendment
3. Application

AN ORDINANCE AMENDING PARKVILLE MUNICIPAL CODE SECTION 405.040, SUBSECTION K AMENDING THE EXISTING PROVISIONS AND GUIDELINES FOR SHORT-TERM RESIDENTIAL DWELLING RENTALS

WHEREAS, the growth of third-party short-term residential dwelling rental (RDR) platforms such as Airbnb, HomeAway and VRBO (Vacation Rentals by Owner) has led to a variety of impacts on host communities and have increasingly been the subject of new regulations by cities; and

WHEREAS, per the request of the Board of Aldermen, staff explored adopting regulations for short-term RDRs in Parkville by researching issues raised including City permitting, Homeowner Association (HOA) regulations, time duration, guest policies, on-site regulation and enforcement; and

WHEREAS, on September 7, 2021, the Board of Aldermen adopted Ordinance No. 3087 creating provisions and guidelines for short-term residential dwelling rentals; and

WHEREAS, since this time, the Board of Aldermen noted concerns with the standards of Ordinance No. 3087, specifically “quality of life” issues with the number of RDRs being conglomerated in specific neighborhoods of the City, such as those without HOAs; and

WHEREAS, the Board of Aldermen suggested an initial length of six months for all CUPs in order to allow time for City staff to research best practices and allow time for elected officials to review and discuss the current regulations; and

WHEREAS, on June 29, 2022, City staff participated in a regional discussion on short-term RDRs involving planners and community development directors throughout the region, and common issues were identified; and

WHEREAS, based on staff’s research and discussion with other planners and community development directors throughout the Kansas City region, staff proposes modifying the standards to Section 405.040, Subsection K.; and

WHEREAS, on August 16, 2022, a joint work session with the Board of Aldermen and Planning and Zoning Commission was held at Parkville City Hall and staff’s proposed changes to Section 405.040, Subsection K. were discussed; and

WHEREAS, on September 13, 2022, a public hearing was held at the regular meeting of the Planning and Zoning Commission where staff presented background information and research to the Commission and members of the Commission provided comments and questions to staff; the Commission then recommended (by a vote of 9-0) to approve the text amendment as revised by staff; and

WHEREAS, the Board of Aldermen concurs with the conclusions of the Planning and Zoning Commission and accepts their recommendation.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF PARKVILLE, MISSOURI, AS FOLLOWS:

SECTION 1. Parkville Municipal Code Section 405.040, Subsection K is hereby amended, as shown in Exhibit A which is attached hereto and incorporated herein by reference.

SECTION 2. This ordinance shall be effective immediately upon its passage and approval.

PASSED and APPROVED this 4th day of October 2022.

Mayor Dean Katerndahl

ATTESTED:

City Clerk Melissa McChesney

Section 405.040 Standards Applicable to Specific Uses

In addition to the general use and development standards applicable to all districts, the following standards are specific to particular uses. These standards shall be met whether the use is a generally permitted use or a conditional use according to Table 405-2. The uses in this section may involve more specific types of formats of the uses generally enabled in Table 405-2.

K. Lodging – Short-Term Rentals | Lodging – short-term rentals shall meet the following additional standards:

1. Approved spaces for short-term rentals may include:
 - a. Individual bedrooms in the principal building on the property, sharing common entrance, kitchen facilities, and living areas with the present/non-present residents.
 - b. Completed areas of the principal dwelling, such as a basement or upstairs space, with a separate entrance, facilities, and living areas from the primary residents.
 - c. Approved accessory buildings on the property.
2. The rental unit may not be rented or offered for use as reception space, party space, meeting space, or for other similar events open to non-resident guests.
3. No exterior evidence that the property is being used as a short-term rental is allowed, including signage.
4. Where applicable, the regulations of a Homeowners' Association (HOA) shall be considered as a relevant factor in **whether to deny** the use of a specific property for short-term rental **because it is not** compatible with the surrounding area, including its potential impacts on adjacent property.
5. All short-term rentals shall adhere to the hosting responsibilities / safety standards listed by the respective third-party vendor (Airbnb, VRBO, etc.) — as well as all federal, state and local laws, including compliance with all City Codes — including, but not limited to the approved owner/non-owner applicant providing in each short-term rental dwelling:
 - a. A working fire extinguisher.
 - b. A working battery-powered portable flashlight/lantern or other emergency lighting device suitable for an electrical power outage.
 - c. A map displaying evacuation routes from the building in case of an emergency.
 - d. Working smoke and carbon-monoxide detectors.
 - e. Contact information for the host (owner/non-owner applicant) and local emergency services.
6. The following standards shall apply to short-term rentals in residential zoning districts of the City:
 - a. **Total Number** – The City shall limit the total number of short-term rentals in residential districts to no more than four per Ward district.
 - b. **Number of Units** – Short-term rentals shall be restricted to one dwelling unit per property.
 - c. **Primary Residence** – Short-term rentals shall be owner-occupied as their full-time primary residence.
 - d. **Dedicated Parking** – Short-term rentals shall have at least one dedicated parking space for short-term tenants on-site on the subject property; and this space shall not include on-street parking in public right-of-way.
 - e. **Administrative Approval Authority** – Staff shall have administrative approval authority of short-term rental applications, provided all requirements of Section 405.040, Subsection K are adhered to. Applicants shall fill out a short-term residential dwelling rental application form and submit it to the Community

Development Department for review and approval. This permit shall be reviewed and renewed by staff on an annual basis, provided all requirements of Section 405.040, Subsection K are still adhered to; and provided there are no major issues, complaints or violations which would warrant the Community Development Director to revoke said permit. For instances where a variance or exception is requested, applicants will need to obtain a conditional use permit subject to the City's discretionary review process in Section 403.050.

7. All short-term rentals in the City of Parkville are to be charged the five percent (5%) Tourism Tax – Guest Room Tax paid by transient guests of hotels, motels, bed and breakfast inns, and other short-term rental spaces of similar use, per [Section 160.045](#) of the Parkville Municipal Code.
8. Complaints or any other issues received by the host, either through the third-party vendor platform, neighbors, etc. shall be recorded and resolved by the host.
9. Permits and business licenses may be denied, suspended or revoked when the rental fails to meet or uphold any of the above standards, or any other provisions of the Parkville Municipal Code.



Application #: PZ 2022-30
Date Submitted: August 10, 2022
Public Hearing: September 13, 2022
Date Approved: _____

CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0013

Application for Text Amendment

Applicable to Chapters, Sections and Subsections within Parkville Municipal Code Title IV Development Code

1. Applicant / Contact Information

Applicant(s)

Name: Alexa Barton
Address: 8880 Clark Ave
City, State: Parkville, MO
Phone: (816) 741-7676 Fax: (816) 741-1300
E-mail: abarton@parkvillemo.gov

Primary Contact(s), if different from applicant(s)

Name: Stephen Lachky
Address: 8880 Clark Ave
City, State: Parkville, MO
Phone: (816) 741-7676 Fax: (816) 741-1300
E-mail: slachky@parkvillemo.gov

We, the undersigned, do hereby authorize the submittal of this application and associated documents and certify that all information contained therein is true and correct. We acknowledge that all text amendments are subject to statutory requirements and the Municipal Code of the City of Parkville. We do hereby agree to abide by and comply with the above-mentioned codes, and further understand that any violations from the provisions of such shall constitute cause for fines, punishments and revocation of approvals as applicable.

Applicant's Signature (Required) Alexa Barton Date: 08/10/22

2. Proposed Text Amendment

The following information may be submitted on a separate sheet if necessary.

Amendment proposed to (Chapter, Section and Subsection number): Title IV: Development Code

Section / Subsection Title: Section 405.040 Standards Applicable to Specific Uses, Subsection K.

Existing text:

See attached

Proposed text:

See attached

Reason for amendment:

Following the adoption of Ordinance No. 3087 creating provisions and guidelines for short-term residential dwelling rentals, the Board of Aldermen requested that staff research best practices for addressing concerns with the current standards of the ordinance, specifically "quality of life" issues, which were discussed at a joint work session with the Board of Aldermen and Planning and Zoning Commission on August 16, 2022. +

3. Potential benefits / effects

Generally, amendments are evaluated based on whether their benefit will likely outweigh any potential pitfalls, and their ability to implement community goals and objectives and improve the existing code. Describe below or on a separate sheet potential benefits and effects of the proposed amendment.

General benefits to property and residents in the City of Parkville (i.e., does the amendment make the code conform more closely with the City's Master Plan; improve public health, safety or general welfare; clarify or better implement the intent of the Code; or other):

Ordinance No. 3087 establishes a baseline level of safety and accountability through the stated permit process and guidelines that hosts must follow. The proposed text amendment to Section 405.040, Subsection K. would address "quality of life" issues by establishing a cap on the total number of RDRs permitted throughout the City, number of RDR units permitted per property, that RDR properties be owner-occupied, that RDRs provide adequate on-site parking, and streamline staff's administrative approval authority for RDR applications.

General effects to property and residents in the City of Parkville:

The proposed text amendment will positively impact the quality of life throughout the community, improve the character of neighborhoods, relieve congestion on public roadways, and streamline the approval process for both staff and elected officials.

4. Checklist of required submittals

☒ Completed application, including all required details and supporting data.

N/A ☒ Nonrefundable application fee of \$300.00. Separately, the applicant will be billed to recover costs for required publication notice per Parkville Municipal Code Title IV, Section 403.010, Subsection E.

For City Use Only

Application accepted as complete by: Stephen Lachy, Community Development Dir August 10, 2022
Name/Title Date

Application fee payment by N/A ☐ Check # — ☐ M.O. — ☐ Cash

Accepted by: Stephen Lachy, Community Development Director August 10, 2022
Name/Title Date

☒ Hearing notice published in: Platte County Citizen Date of publication: August 17, 2022

☐ Final reimbursable costs paid (if applicable). Date of Action: _____

Planning Commission Action: ☐ Approved ☐ Approved with Conditions ☐ Denied Date of Action: _____

Conditions if any: _____

Board of Aldermen Action: ☐ Approved ☐ Approved with Conditions ☐ Denied Date of Action: _____

Conditions if any: _____

**CITY OF PARKVILLE
Policy Report**

Date: September 28, 2022

Prepared By:

Melissa McChesney, City Clerk

Reviewed By:

Stephen Lachky, Community Development
Director

ISSUE:

Approve Resolution No. 22-016 setting the fees for short-term residential dwelling rentals in the Schedule of Fees (Administration)

BACKGROUND:

Several sections of the Parkville Municipal Code authorize the collection of fees for various services provided to residents, along with ordinances that have not yet been codified. On August 5, 2014, the Board of Aldermen established a Schedule of Fees to help reduce the number of Code amendments and eliminate costs of updating the Code each time a fee is modified. Chapter 800 of the Code allows fees to be amended from time to time by resolution.

On September 7, 2021, the Board of Aldermen adopted regulations for short-term residential dwelling rentals (RDRs) in Parkville Municipal Code Section 405.040, Subsection K. Inadvertently at that time, the application fee was not added to the Schedule of Fees. On October 4, 2022, the Board of Aldermen will review the second reading of an ordinance amending the regulations for short-term residential dwelling rentals. At this time, the application fee needs to be added to the Schedule of Fees, in accordance with Section 800.010 of the Municipal Code. Staff proposes a fee of \$300 for applications for short-term RDRs (this fee shall be required on an annual basis for each renewal of an Application for Lodging – Short-Term RDR).

BUDGET IMPACT:

There is no impact to the budget.

ALTERNATIVES:

1. Approve the resolution.
2. Approve the resolution, subject to changes to satisfy the desires of the Board of Aldermen.
3. Do not approve the item.
4. Postpone the item.

FINANCE COMMITTEE RECOMMENDATION:

The item was not presented to the Finance Committee, but is being taken directly to the Board of Aldermen for consideration.

STAFF RECOMMENDATION:

Staff recommends approving the resolution setting the fees for short-term residential dwelling rentals in the Schedule of Fees .

POLICY:

Although there is no specific statutory requirement, fees are typically codified by ordinance to ensure enforcement. Parkville Municipal Code Section 105.160 gives the Board of Aldermen the authority to levy and collect all taxes and licenses, which is interpreted to extend to all administrative fees. Section 800.010 of the Municipal Code establishes the Schedule of Fees which may be adopted or amended, from time to time, by resolution.

SUGGESTED MOTION:

I move to approve Resolution No. 22-016 setting the fees for short-term residential dwelling rentals in the Schedule of Fees.

ATTACHMENTS:

1. Resolution No. 22-016
2. Revised Schedule of Fees_10-2022_Final



***CITY OF PARKVILLE, MO.
RESOLUTION No. 22-016***

**RESOLUTION SETTING THE APPLICATION FEE FOR SHORT-TERM RESIDENTIAL
DWELLING RENTAL IN THE SCHEDULE OF FEES**

WHEREAS, the City is authorized to assess and collect various fees and charges written into the Parkville Municipal Code, contained in uncodified ordinances, or passed by resolution; and

WHEREAS, the City finds that it is in the best interests of the City to consolidate the various fees and charges into a uniform Schedule of Fees that can be kept up to date as fees change by replacing entries as they are repealed or amended by resolution instead of amending the Parkville Municipal Code; and

WHEREAS, on September 7, 2021, the Board of Aldermen adopted regulations for short-term residential dwelling rentals in Parkville Municipal Code Section 405.040, Subsection K; and,

WHEREAS, on October 4, 2022, the Board of Aldermen amended the regulations for short-term residential dwelling rentals in Parkville Municipal Code Section 405.040, Subsection K, and the application fee needs to be added to the Schedule of Fees, in accordance with Section 800.010 of the Municipal Code.

NOW THEREFORE, BE IT RESOLVED that the Board of Aldermen hereby adopts the revised Schedule of Fees, attached herein as Exhibit A.

IN TESTIMONY WHEREOF, I have hereunto set my hand, in the City of Parkville this 4th day of October 2022.

Mayor Dean Katerndahl

ATTESTED:

City Clerk Melissa McChesney



City of Parkville Schedule of Fees

The schedule of fees consolidates all City fees and charges, adopted by resolution and ordinance, for the various services the City provides.

City Parks and Events

Municipal Code Chapter 140

Special Events

Application (non-refundable, applies toward event fee).....	\$25
Public Park Event (per day).....	\$400
5K/10K Event (per day).....	\$325
Public Park Wedding Event (per day).....	\$200
Downtown City Parking Lot Event (per day).....	\$100
Event Area Set Up/Tear Down Days (per day).....	\$50
Parade Event (4 th of July and Parkville Days exempt).....	At cost
Public Property Event (per day).....	\$50
Private Property Event (per day).....	\$25
Event Support (City park or police employees, per hour).....	\$30

Shelter Reservations

Residents.....	\$25
Non-Residents.....	\$35

Maxine McKeon Stage (per day)

Residents.....	\$100
Non-Residents.....	\$125

English Landing River Stage (per day)

Residents.....	\$100
Non-residents.....	\$125

Baseball/Soccer Fields (per hour per field).....

Volleyball (per hour per court).....

Basketball Courts.....

Municipal Court

Municipal Code Chapter 145

All cases (each case).....	\$12
Police Training Fund (each case).....	\$2
Other costs (commitment or summons, as provided before Associate Circuit Judge in criminal prosecutions).....	Actual cost
Assessed against City for defendant's apprehension or confinement in any prison facility.....	Actual cost
Mileage to serve warrant or commitment or Order of the Court (each mile and fraction thereof officer must travel both directions).....	Same as to Sheriff
Crime Victims Compensation Fund (RSMo 595.045.3).....	\$7.50
(Paid monthly to Missouri Department of Revenue, Tax Division)	
Sheriff's Retirement Fund Surcharge (RSMo 488.010-488.020).....	\$3
(Every case disposed of by a plea of guilty or a finding of guilty)	
Peace Officer Standards & Training Commission Fund.....	\$1
(Used statewide for training of peace officers; deposited with Treasurer of the State)	

Alcohol or drug-related traffic offenses	
Minimum upon guilty plea or finding of guilty for traffic offense associated with arrest of defendant (RSMo 577.048).....	\$100.50
Independent Living Center Fund (RSMo 178.653 and 561.035).....	\$5
Convicted or pleads guilty to intoxication-related traffic offense (RSMo 577.023) where judge in case was an attorney and defendant was represented by or waived right to attorney in writing; or drug-related offense (RSMo 195)	
Spinal Cord Injury Fund.....	\$25
(Paid to Missouri Department of Revenue)	
Optional cost for services, determined by court (RSMo 57.280-57.300).....	Varies
Synergy Services (RSMo 479.261).....	\$4

Police Department

Municipal Code Chapter 200	
Fingerprints (per card).....	\$15

Animal Regulations

Municipal Code Chapter 210	
Dog License	
Spayed/neutered.....	\$10
Not spayed/neutered.....	\$15
Duplicate Dog Tag.....	\$1
Late penalty.....	50% of fee
Impoundment of Licensed Dogs	
First Offense.....	\$15
Second Offense.....	\$25
Third Offense.....	\$50
Subsequent Offenses.....	\$100
Redeem impounded dog (per day or fraction thereof).....	\$2

Zoning Code

Municipal Code Chapter 405	
Application for Lodging – Short-Term Residential Dwelling Rental (RDR)	\$300
Municipal Code Chapter 410	
Small Wireless Facilities Application.....	\$500

Building Permit, Plan Review and Inspection Fees

Municipal Code Chapter 500	
Building Permit Fees	
One- and two-family dwellings.....	See 2012 International Residential Code for One- and Two-Family Dwellings, Appendix L, Permit Fees
Other residential and non-residential	See 1997 Uniform Administrative Code, Tables 3-A, 3-B, 3-C and 3-D
Plan Review	
One- and two-family dwellings	
New residence construction.....	\$100
Other (minimum \$25, maximum \$100).....	25% of permit
Other residential and non-residential	
New building construction.....	\$300
Tenant Finish	\$150
Minor Alteration	\$50
Other	\$25
Occupancy Inspections	

Initial inspections (includes two inspections).....	\$50
Re-inspections (each).....	\$25

Cuts, Tunnels & Excavations

Municipal Code 515

Right-of-Way Permit.....	\$10
--------------------------	------

Grading Standards & Regulations

Municipal Code 520

Grading and Land Disturbance Permit	
Less than 10,000 square feet.....	\$25
10,001-50,000 square feet.....	\$40
50,001-100,000 square feet.....	\$55
More than 100,001 square feet.....	\$75

Liquor Licenses

Municipal Code Chapter 600

Microbrewer	
Up to 500 barrels.....	\$37.50
Each additional 100 barrels.....	\$7.50
Each 100 barrels below 500 (refund).....	-\$7.50
Retailer malt liquor original package	\$75
Retailer malt liquor by drink	\$75
Retailer intoxicating liquor original package.....	\$150
Sunday sales (additional).....	\$300
Resort.....	\$450
Sunday sales (additional).....	\$300
Temporary (3 months).....	\$93.75
Sunday sales (3 months, additional).....	\$75
Malt liquor/light wine by drink (only 7 days/year).....	\$37.50
Intoxicating liquor by drink on premises (only 501(c) exemptions).....	No fee
Intoxicating liquor by drink on boat/vessel.....	\$450
Wholesaler.....	\$375
Temporary Caterer Permit (per day).....	\$15
Tasting Permit.....	\$37.50
Retailer of intoxicating liquor by the drink, limited to distillers.....	\$375

Proration

Less than 10 months until license expires.....	10% per month
More than 10 months until license expired.....	Full fee

General Licensing

Municipal Code Chapter 605

Business license (per year)	
Any license not categorized below.....	\$50
General Contractor.....	\$75
Banks.....	\$320
Building or savings and loans.....	\$120
Fireworks.....	\$300
Rock Quarry.....	\$1,000
Late Fee (not to exceed 25% of total fee).....	5% per month
More than one business at same address under same legal name	

(each additional, license fee covers one business)..... \$10 each

Peddlers, Solicitors and Canvassers

Municipal Code Chapter 610

Soliciting and Peddling Permit (30 consecutive days)..... \$50

Public & Private Sewers

Municipal Code 700

Sewer Tap Fee..... \$1,750

Sewer Impact Fee..... \$1,650

General Provisions

Municipal Code Chapter 800

Credit and Debit Card

Convenience fee on debit/credit purchases (whichever is greater).....\$3 or 2.45%
(excludes sewer and court) of purchase

Zoning

Applications (plus real cost of real expenses resulting from reviews)

Subdivision – Administrative Plat\$300

Subdivision – Preliminary Plat\$300

Subdivision – Final Plat.....\$300

Zoning Map Amendment.....\$300

Preliminary Development Plan.....\$300

Final Development Plan\$300

Conditional Use Permit\$300

Site Plan – Minor\$300

Site Plan – Major\$300

Variance.....\$300

Appeal of Administrative Decision\$300

Text Amendment\$300

Tax Increment Financing.....\$300

Vacation (Street, Public Park, Alley, Etc.)\$75

Easement Vacation.....\$75

Minor changes.....\$75

Signs

Temporary..... \$10

Attached or applied to building or similar structure

Less than 25 square feet..... \$20

25-50 square feet..... \$40

51-100 square feet..... \$60

More than 101 square feet..... \$80

Additional 10 square feet over 100 square feet..... \$5

Ground, monument and other freestanding except directional, pole and billboards

Less than 50 square feet..... \$50

51-100 square feet..... \$75

More than 101 square feet..... \$100

Additional 10 square feet over 100 square feet..... \$5

Directional..... \$25

Pole

Less than 50 square feet..... \$75

51-100 square feet..... \$100

101-150 square feet..... \$150

More than 151 square feet..... \$200

Additional 10 square feet over 150 square feet.....	\$5
Billboards.....	\$200
Additional 10 square feet.....	\$5
Building and Construction	
Application	\$300
Each lot in subdivision (per lot).....	\$5
Temporary certificate of occupancy.....	\$50
Subdivisions	
Public Improvement (of total construction cost).....	4%
(25% at time of application, 25% at time of permit approval, 50% at time of final approval)	
Transition Plats Improvement Permit (approved prior to April 1, 2017)	
Residential Lots (per 1,000 square feet).....	\$26.49
Non-Residential Lots (per 1,000 square feet).....	\$19.68

**CITY OF PARKVILLE
Policy Report**

Date: September 22, 2022

Prepared By:

Brad Stanton, Planner

Reviewed By:

Stephen Lachky, Community Development
Director

Alysen Abel, Public Works Director

ISSUE:

Approve the second reading of an ordinance to approve the final plat of River Hills Estates Replat of Lots 23-29, a residential subdivision containing seven lots and one tract of open space on approximately 4.18 acres - Case No. PZ 2022-35; Parkville Investors, LLC, applicant (Community Development)

BACKGROUND:

The applicant, Parkville Investors, LLC, proposes to replat seven (7) lots into a new configuration and a total of seven (7) lots and one (1) open space tract. The subject property consists of seven (7) parcels containing 4.18 acres, more or less. The lots were originally platted with the River Hills Estates subdivision, but only one of the lots has developed due to topographical constraints. On January 19, 1999, the Parkville Board of Aldermen approved the final plat for River Hills Estates 1st Plat. Since that time, of lots 23-29, only lot 26 has developed. The developer notes that significant topographical and site constraints require replatting the property.

BUDGET IMPACT:

With the exception of application and permit fees and any incremental increases from real estate and personal property taxes, there is no budgetary impact.

ALTERNATIVES:

1. Adopt the ordinance approving the final plat of River Hills Estates Replat of Lots 23-29.
2. Adopt an ordinance, subject to changes directed by the Board of Aldermen.
3. Deny the final plat.
4. Postpone the item.

FINANCE COMMITTEE RECOMMENDATION:

The item was not presented to the Finance Committee, but is being taken directly to the Board of Aldermen for consideration.

PLANNING AND ZONING COMMISSION RECOMMENDATION:

The Planning and Zoning Commission considered the application at their September 13, 2022, regular meeting and following discussion, recommended approval of the final plat (by a vote of 9-0), subject to staff conditions.

STAFF RECOMMENDATION:

Staff recommends that the Board of Aldermen adopt the ordinance, subject to the following conditions:

- Approval is based on the representations of the drawings presented as part of this application and does not waive any requirement or development standard contained in the Parkville Municipal Code.
- The City shall not be responsible for maintenance of the private open space tract.

POLICY:

Applications for Subdivision – Final Plat must be approved by the Board of Aldermen following review and recommendation by the Planning and Zoning Commission as outlined in Table 403-1: Procedures Summary of the Parkville Municipal Code. Per Section 403.020, E. if the Planning Commission recommends approval or conditionally approves the final plat, the plat shall be forwarded to the Board of Aldermen.

The Board of Aldermen must approve two readings of the ordinance to become effective. Rule 5, Agendas, of the Board's adopted Rules of Order, states "The first reading of an ordinance will be read on the action agenda and the second and final reading will be read the next subsequent meeting on the consent agenda, unless the item is a time-sensitive matter in which it may be approved during the same meeting."

SUGGESTED MOTION:

I move to approve Bill No. 3209, an ordinance approving the final plat of River Hills Estates Replat of Lots 23-29, a subdivision in the City of Parkville, Platte County, Missouri, subject to staff conditions, on second reading to become Ordinance No. ____.

ATTACHMENTS:

1. Ordinance
2. Plat
3. Staff Analysis
4. Letter to Planning Commission

AN ORDINANCE APPROVING THE FINAL PLAT OF RIVER HILLS ESTATES REPLAT OF LOTS 23-29, A SUBDIVISION IN PARKVILLE, PLATTE COUNTY, MISSOURI

WHEREAS, on September 13, 2022, the Planning and Zoning Commission approved the River Hills Estates Replat of Lots 23-29 preliminary plat; and

WHEREAS, an application has been submitted for a subdivision – final plat for River Hills Estates Replat of Lots 23-29; and

WHEREAS, the Final Plat of River Hills Estates Replat of Lots 23-29 proposes platting seven (7) lots and one (1) tract of private open space; and

WHEREAS, the Final Plat of River Hills Estates Replat of Lots 23-29 was reviewed against the *Parkville 2040 Master Plan*, Parkville Municipal Code and its applicable zoning codes and subdivision regulations, adequate utilities, grading and drainage and stormwater management requirements; and

WHEREAS, the Final Plat of River Hills Estates Replat of Lots 23-29 was reviewed against the previously-approved River Hills Estates Replat of Lots 23-29 preliminary plat and following review, staff determined the proposed subdivision is substantially consistent with the preliminary plat, and is in compliance with the purposes and intent of the City's Development Code; and

WHEREAS, the Final Plat of River Hills Estates Replat of Lots 23-29 was considered at the September 13, 2022 meeting of the Planning and Zoning Commission, and was recommended for approval (by a vote of 9-0), subject to staff conditions.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF PARKVILLE, MISSOURI, AS FOLLOWS:

SECTION 1. The Application for Subdivision – Final Plat of River Hills Estates Replat of Lots 23-29, a subdivision in Parkville, Platte County, Missouri, attached hereto and incorporated herein by reference as Exhibit A, is hereby approved, subject to conditions by the Board of Aldermen including:

- Approval is based on the representations of the drawings presented as part of this application and does not waive any requirement or development standard contained within the Municipal Code.
- The City shall not be responsible for maintenance of the private open space tract.

SECTION 2. The City hereby accepts and agrees to maintain City improvements in easements and public rights-of-ways, which are designated on the plat.

SECTION 3. The applicant, once all conditions by the Board of Aldermen have been met and acknowledged by the City of Parkville, is hereby directed to have the plat recorded in the office of the Platte County Recorder of Deeds following execution and is responsible for paying all recording fees.

SECTION 4. This ordinance shall be effective immediately upon its passage.

PASSED and APPROVED this 4th day of October 2022.

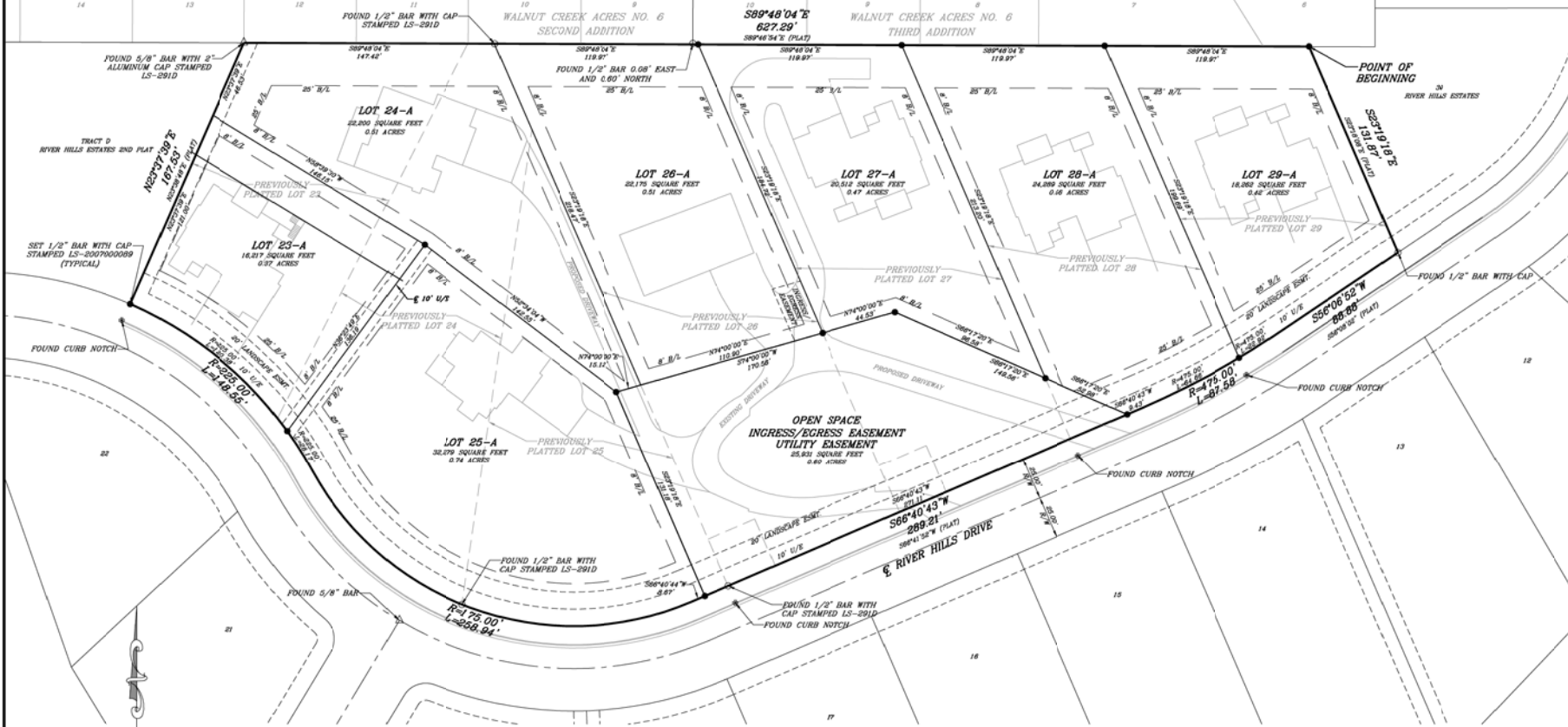
Mayor Dean Katerndahl

ATTESTED:

City Clerk Melissa McChesney

PRELIMINARY PLAT
REPLAT OF LOTS 23, 24, 25, 26, 27, 28, AND 29
RIVER HILLS ESTATES

A MAJOR SUBDIVISION IN THE SOUTHEAST QUARTER 2F SECTION 27, TOWNSHIP 51 NORTH, RANGE 34 WEST, PARKVILLE,
PLATTE COUNTY, MISSOURI



PROPERTY DESCRIPTION:

ALL OF LOTS 23, 24, 25, 26, 27, 28, AND 29, RIVER HILLS ESTATES, A SUBDIVISION OF PARKVILLE, PLATTE COUNTY, MISSOURI, BEING DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 29, THENCE S89°48'04\"/>

DEDICATION:

THE UNDERSIGNED PROPRIETORS OF THE PROPERTY DESCRIBED HEREIN HAVE CAUSED THE SAME TO BE SUBDIVIDED IN THE MANNER SHOWN ON THIS PLAT AND SAID PROPERTY SHALL HEREAFTER BE KNOWN AS:

REPLAT OF LOTS 23, 24, 25, 26, 27, 28, AND 29 RIVER HILLS ESTATES

STREETS: STREETS AND RIGHT-OF-WAYS SHOWN ON THIS PLAT AND NOT HERETOFORE DEDICATED TO THE CITY OF PARKVILLE FOR PUBLIC USE ARE HEREBY SO DEDICATED.

EASEMENTS: AN EASEMENT IS HEREBY GRANTED TO PARKVILLE, MISSOURI, AND TO THE CITY COMMISSIONERS, PRINCIPALLY TO PROVIDE FOR PARKVILLE, MISSOURI, FOR THE PURPOSE OF LOCATING, CONSTRUCTING, OPERATING AND MAINTAINING UTILITIES FOR WATER, GAS, ELECTRICITY, TELEPHONE, CABLE TV, AND SURFACE DRAINAGE INCLUDING, BUT NOT LIMITED TO, UNDERGROUND PIPES AND CONDUITS, AND MAINTENANCE, SERVICE, PREVENTION, ANY OR ALL OF THEM UPON, OVER, UNDER AND ALONG THE STRIPS OF LAND RESIDENTIAL UTILITY EASEMENT OR 10' W/1. WHERE OTHER EASEMENTS ARE REQUIRED FOR A PARTICULAR PURPOSE, THE USE THEREOF SHALL BE LIMITED TO THAT PURPOSE ONLY. ALL THE ABOVE EASEMENTS SHALL BE LEFT FREE FROM ANY AND ALL ENCUMBRANCES, INCLUDING BUT NOT LIMITED TO, ENCUMBRANCES OR RECONSTRUCTION AND PROPER, SAFE AND CONTINUOUS MAINTENANCE OF THE APPOINTED USES AND PREVENTION THEREOF SHALL NOT BE BUILT THEREON OR THEREUNDER ANY STRUCTURE (EXCEPT DRIVEWAYS, PAVED AREAS, GRASS, SHRUBS AND FENCED NON SHALL THERE AS ANY OBSTRUCTION TO INTERFERE WITH THE AGENTS AND EMPLOYEES OF PARKVILLE, MISSOURI, AND ITS FRANCHISED UTILITIES FROM DOING UPON SAID EASEMENT AND AS MUCH OF THE EASEMENT LADEN AS GRANTED BY THE EASEMENTS. NO EXCAVATION OR FILL SHALL BE PERFORMED WHICH WILL REDUCE OR INCREASE THE EARTH COVERAGE THEREON OR UTILITIES THEREON. THE UNDERSIGNED PROPRIETORS HEREBY AUTHORIZE THE CITY OF PARKVILLE, MISSOURI, TO TAKE SUCH ACTION AS MAY BE NECESSARY WITHOUT THE WRITTEN APPROVAL OF THE DIRECTOR OF PUBLIC WORKS AS TO UTILITY EASEMENTS.

INGRESS/EGRESS:

AN INGRESS/EGRESS EASEMENT (1/3) IS HEREBY GRANTED TO THE OWNERS OF LOTS 24-A, 25-A, 26-A, 27-A, 28-A, AND 29-A OVER THE AREAS SHOWN HEREON AS 1/3 OR INGRESS/EGRESS EASEMENT FOR VEHICULAR AND PEDESTRIAN ACCESS TO SAID LOTS.

OPEN SPACE DEDICATION:

THE OPEN SPACE TRACT SHOWN HEREON IS HEREBY DEDICATED AS PRIVATE OPEN SPACE USED FOR PARKS, TRAILS, OTHER RECREATIONAL PURPOSES AND ANY AND ALL PURPOSES REASONABLY RELATED THEREOF AND SHALL BE MAINTAINED BY THE RIVER HILLS ESTATES HOMEOWNERS ASSOCIATION THEIR SUCCESSORS AND ASSIGNS.

BOUNDARY SURVEY NOTES:

1. THE DESCRIPTION USED FOR THIS SURVEY WAS DERIVED FROM THE PLAT OF RIVER HILLS ESTATES FIRST PLAT.
2. THE BEARINGS SHOWN HEREON ARE BASED ON NAD83(2011) EPOCH 2010.00 ADJUSTMENT UTILIZING THE MOODY VRS NETWORK.
3. NO TITLE REPORT WAS PROVIDED BY THE CLIENT FOR THIS SURVEY.
4. THIS SURVEY MEETS OR EXCEEDS THE ACCURACY STANDARDS OF AN URBAN PROPERTY SURVEY AS DEFINED BY THE MISSOURI MINIMUM STANDARDS FOR PROPERTY BOUNDARY SURVEYS.
5. ACCORDING TO THIS FLOOD INSURANCE RATE MAP OF THE FEDERAL EMERGENCY MANAGEMENT AGENCY, PANEL NUMBER 2004 OF 408 COMMUNITY-PANEL NUMBER 2002000000, EFFECTIVE DATE JANUARY 2004, THE SUBJECT PROPERTY IS IN ZONE X AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN.

CITY OF PARKVILLE, MISSOURI

BOARD OF ALDERMEN
THIS IS TO CERTIFY THAT THE WITHIN PLAT WAS DULY SUBMITTED TO AND APPROVED BY THE BOARD OF ALDERMEN OF PARKVILLE, MISSOURI, ON OR ABOUT THE _____ DAY OF _____, 20____.

MAYOR, DEAN KATERSDAHL
CITY CLERK, MELISSA MCCHESSNEY

IN WITNESS WHEREOF: PARKVILLE INVESTORS, LLC, HAS CAUSED THESE PRESENTS TO BE EXECUTED THIS _____ DAY OF _____, 20____.

CRY MILLER, MEMBER
STATE OF MISSOURI /
COUNTY OF /

ON THIS _____ DAY OF _____, 20____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID STATE PERSONALLY APPEARED THE ABOVE NAMED OWNER, WHO EXECUTED THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME AS THEIR FREE ACT AND DEED FOR THE PURPOSES HEREON STATED.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED MY NOTARIAL SEAL AT MY OFFICE IN SAID COUNTY AND STATE THE DAY AND YEAR LAST WRITTEN ABOVE.

NOTARY PUBLIC: _____ MY COMMISSION EXPIRES: _____

IN WITNESS WHEREOF: ROSA KAPKA TRUST, HAS CAUSED THESE PRESENTS TO BE EXECUTED THIS _____ DAY OF _____, 20____.

ROSA KAPKA, TRUSTEE
STATE OF MISSOURI /
COUNTY OF /

ON THIS _____ DAY OF _____, 20____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID STATE PERSONALLY APPEARED THE ABOVE NAMED OWNER, WHO EXECUTED THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME AS THEIR FREE ACT AND DEED FOR THE PURPOSES HEREON STATED.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED MY NOTARIAL SEAL AT MY OFFICE IN SAID COUNTY AND STATE THE DAY AND YEAR LAST WRITTEN ABOVE.

NOTARY PUBLIC: _____ MY COMMISSION EXPIRES: _____



SURVEYOR'S CERTIFICATION
I HEREBY CERTIFY THAT WE HAVE MADE A SURVEY OF THE PREMISES HEREIN DESCRIBED WHICH MEET OR EXCEED THE CURRENT MISSOURI MINIMUM STANDARDS FOR PROPERTY BOUNDARY SURVEYS. WE HAVE BEEN LICENSED AS SURVEYORS BY THE MISSOURI BOARD OF PROFESSIONAL SURVEYORS. WE HAVE BEEN LICENSED AS SURVEYORS BY THE MISSOURI BOARD OF PROFESSIONAL SURVEYORS. WE HAVE BEEN LICENSED AS SURVEYORS BY THE MISSOURI BOARD OF PROFESSIONAL SURVEYORS. WE HAVE BEEN LICENSED AS SURVEYORS BY THE MISSOURI BOARD OF PROFESSIONAL SURVEYORS.

COMPILED 2022 BY R.L. BUFORD & ASSOCIATES, LLC
701 N. STATE COLLEGE, PARKVILLE, MISSOURI 64151
R.L. BUFORD & ASSOCIATES, LLC
P.O. BOX 14088, PARKVILLE, MO. 64115
TEL: 816.741.4133
FAX: 816.741.4134
E-MAIL: RLB@RIBUFORD.COM
R.L. BUFORD & ASSOCIATES, LLC
PARKVILLE INVESTORS, LLC
PRELIMINARY PLAT



Staff Analysis

Agenda Item: **6.A**

Proposal: An application for a preliminary plat for River Hills Estates Replat of Lots 23-29, a residential subdivision containing 7 lots and 1 tract of open space on 4.18 acres, more or less.

Case No: PZ22-23

Applicant: Parkville Investors, LLC

Owners: Parkville Investors, LLC

Location: North side of River Hills Dr, approx. 700 feet from Crooked Rd

Zoning: "R-2-P" Planned Single-Family Residential

Parcel #s: #20-8.0-27-400-014-029.000, #20-8.0-27-400-014-028.000, #20-8.0-27-400-014-027.000, #20-8.0-27-400-014-026.000, #20-8.0-27-400-014-025.000, #20-8.0-27-400-014-024.000, and #20-8.0-27-400-014-023.000

Exhibits:

- A. This Staff Analysis
- B. Application for Preliminary Plat
- C. Subject Area Property Map
- D. Preliminary Plat, Drawn by R.L. Buford & Associates, LLC dated 6/23/22
- E. Additional exhibits as may be presented at the public hearing

By Reference:

- A. Parkville Municipal Code, Title IV – Development Code in its entirety (<https://ecode360.com/PA3395-DIV-05>)
 - 1. Section 403.020 Platting
- B. Parkville Master Plan (<http://parkvillemo.gov/departments/community-development-department/master-plan/>)

Overview

The applicant, Parkville Investors, LLC, proposes to replat seven (7) lots into a new configuration and a total of seven (7) lots and one (1) open space tract. The subject property consists of seven (7) parcels containing 4.18 acres, more or less. The lots were originally platted with the River Hills Estates subdivision, but only one of the lots has developed due to topographical constraints. An application for a preliminary plat has been submitted.

On January 19, 1999, the Parkville Board of Aldermen approved the final plat for River Hills Estates 1st Plat. Since that time, of lots 23-29, only lot 26 has developed. The developer notes that significant topographical and site constraints require replatting the property.

Recommendation

Staff recommends approval of this application with conditions (2).



Exhibit C: Subject Area Property Map

General Review and Analysis

Plat applications are required to establish or alter the legal boundaries of property, and to account for public facilities, infrastructure, development patterns, public realm design or other long-range growth and development considerations prior to potential fracturing of ownership. Preliminary plats are larger divisions of land that enable new ownership and development patterns; or which impact public facilities or land, and are proposed in a preliminary or conceptual format to prepare for detailed engineering and design facilities.

Parkville Municipal Code, Section 403.020, Subsection D. provides review criteria for how the Planning and Zoning Commission shall determine if a preliminary plat is appropriate. The following are staff's findings and conclusions (Case No. PZ22-23):

- 1. The application is in accordance with the Master Plan and in particular the physical patterns, arrangement of streets, blocks, lots, and open spaces, and public realm investments that reflect the principles and concepts of the plan.**

The application proposes turning seven (7) existing single-family lots into seven (7) reconfigured single-family lots and one (1) tract of private open space including an ingress-egress easement. This plat provides an opportunity to develop a neighborhood in a scale that is compatible with the existing development.

- 2. Compliance with the requirements of the Development Code, and in particular the blocks and lots proposed are capable of meeting all development and site design standards under the existing or proposed zoning.**

River Hills Estates is located in a "-P" zoning district which allows flexibility in the development standards of the Code. All proposed lots will maintain the 25' building line from River Hills Drive.

- 3. Any phasing proposed in the application is clearly indicated and demonstrates a logical and coordinated approach to development, including coordination with existing and potential development on adjacent property.**

The replat is proposed to be completed in one phase.

- 4. Any impacts identified by specific studies or technical reports, including a preliminary review of storm water, are mitigated with generally accepted and sound planning, engineering, and urban design solutions that reflect long-term solutions and sound fiscal investments.**

Review for impacts such as storm water was completed at the time of the original subdivision's approval. This proposed replat does not increase the intensity of the subdivision.

- 5. The application does not deter any existing or future development on adjacent property from meeting the goals and policies of the Master Plan.**

The application will have no effect on adjacent properties' abilities to meet the goals and policies of the Master Plan.

- 6. The design does not impede the construction of anticipated or planned future public infrastructure within the area.**

No anticipated or planned future public infrastructure is impeded by this design.

- 7. The recommendation of professional staff, or any other public entity asked to officially review the plat.**

Staff recommends approval of the application with conditions.

Staff Conclusion and Recommendation

Following review, staff recommends approval of the Application for Preliminary Plat for the subject property based on the merits of the application and the findings and conclusions in this report, subject to the following conditions:

1. Approval is based on the representations of the drawings presented as part of this application and does not waive any requirement or development standard contained in the Parkville Municipal Code.
2. The City shall not be responsible for maintenance of the private open space tract.

It should be noted that the recommendation contained in this report is made without knowledge of facts, public comments or any additional information which may be presented during the public hearing. For that reason, the conclusions herein are subject to change as a result of evaluating additional information; additionally, staff reserves the right to modify or confirm the conclusions and recommendations herein based on consideration of any additional information that may be presented.

Necessary Action

Following consideration of the Application for Subdivision - Preliminary Plat, supporting information, associated exhibits, factors discussed above, and any testimony presented during the meeting, the Planning and Zoning Commission should recommend approval, approval with conditions, denial, or postpone the application for further consideration. If approved subject to conditions, the conditions should be noted for the record. Unless postponed, the Planning Commission's action will be final, unless an Appeal of Decision is filed by the Board of Aldermen within 15 days of the Planning and Zoning Commission's decision per Section 403.010, Subsection H.

End of Memorandum

/s/ Brad Stanton
Brad Stanton
Planner

8-8-2022
Date

**CITY OF PARKVILLE
Policy Report**

Date: September 27, 2022

Prepared By:

Brad Stanton, Planner

Reviewed By:

Stephen Lachky, Community Development
Director

ISSUE:

Approve the first reading of an ordinance to rezone Vertical Ventures III, Lot 5 from "BP" Business Park District to "I-1-P" Planned Light Industrial District - Case No. PZ 2022-26 (Community Development)

BACKGROUND:

The applicant proposes a zoning map amendment for Vertical Ventures III, Lot 5, generally located south of the intersection of Ensign Drive and Highway 45. The applicant is proposing to construct three total contractor storage buildings and associated site improvements. The subject property is currently zoned "BP" Business Park District. The applicant is requesting to rezone the property to "I-1-P" Planned Light Industrial District, which allows "storage and warehousing – indoor, general" uses by right.

The subject property was platted and rezoned as a portion of the Vertical Ventures III project in 2006. The property was zoned "BP" Business Park in conjunction with a plan to turn the surrounding area into a business park. However, the subject property and the business park were never constructed. "Storage and warehousing – indoor, general" uses are not allowed in the current "BP" zoning, which necessitates the proposed rezoning to "I-1-P" Planned Light Industrial. The proposed "I-1-P" district is compatible with the *Parkville 2040 Master Plan's* Future Land Use Plan and "Business Park" land use typology for the subject property.

BUDGET IMPACT:

There is no impact to the budget.

ALTERNATIVES:

1. Adopt an ordinance rezoning Vertical Ventures III, Lot 5.
2. Adopt an ordinance, subject to changes directed by the Board of Aldermen.
3. Deny the application.
4. Postpone the item.

FINANCE COMMITTEE RECOMMENDATION:

The item was not presented to the Finance Committee, but is being taken directly to the Board of Aldermen for consideration.

PLANNING AND ZONING COMMISSION RECOMMENDATION:

The Planning and Zoning Commission considered the application during a public hearing held on September 13, 2022. No public comments were received. The Planning and Zoning Commission made a motion and recommended approval of the application for zoning map amendment (vote 9-0).

STAFF RECOMMENDATION:

Staff recommends the Board of Aldermen approve the first reading of an ordinance to rezone Vertical Ventures III, Lot 5.

POLICY:

Per Parkville Municipal Code, Title IV, Table 403-1, a public hearing is required (distinguished from a public meeting generally open to the public) to consider Zoning Map Amendment applications by the Planning and Zoning Commission review body, with the Board of Aldermen as the “decision making authority” for such applications following review and recommending authority by the Planning and Zoning Commission.

Per RSMo 89.050 and Parkville Municipal Code Section 403.030, the Board of Aldermen shall not consider a request prior to the lapse of the 15 day protest period. Per Parkville Municipal Code Section 403.030, Subsection C, if a written protest against a proposed zoning change is filed in the office of the City Clerk within 15 days of the date of the conclusion of the Planning Commission public hearing, signed by the owners of record of 30 percent or more of any real property proposed to be rezoned, or by the owners of record of 30 percent or more of the total area required to be notified by this Code of the proposed rezoning of a specific property (excluding streets and public ways), the ordinance adopting such amendment shall not be passed except by at least a 2/3 vote of all of the members of the Board of Aldermen. Without a valid protest petition, the proposed rezoning may be approved by a simple majority of five votes.

The Board of Aldermen must approve two readings of the ordinance to become effective. Rule 5, Agendas, of the Board’s adopted Rules of Order, states “The first reading of an ordinance will be read on the action agenda and the second and final reading will be read the next subsequent meeting on the consent agenda, unless the item is a time-sensitive matter in which it may be approved during the same meeting.”

SUGGESTED MOTION:

I move to approve Bill No. _____, an ordinance rezoning Vertical Ventures III, Lot 5 from "BP" Business Park District to "I-1-P" Planned Light Industrial District, on first reading and postpone the second reading to October 18, 2022.

ATTACHMENTS:

1. Ordinance
2. Application
3. Legal Description
4. Staff Report

AN ORDINANCE REZONING VERTICAL VENTURES III, LOT 5 FROM “BP” BUSINESS PARK DISTRICT TO “I-1-P” PLANNED LIGHT INDUSTRIAL DISTRICT

WHEREAS, the applicant (Brian Mertz, Parkville Holdings LLC) proposed to rezone the existing parcel platted as Vertical Ventures III, Lot 5 from “BP” Business Park District to “I-1-P” Planned Light Industrial District via an application for zoning map amendment (Case No. PZ2022-26); and

WHEREAS, the subject property is generally located south of the intersection of Ensign Drive and Highway 45, and is legally described in Exhibit A, attached hereto and incorporated herein by reference; and

WHEREAS, notice of a public hearing to be held before the Planning and Zoning Commission was published, mailed and posted in accordance with Parkville Municipal Code Title IV, Section 403.010; and

WHEREAS, all property owners within 185 feet of the subject property parcels were given proper notice and allowed their right to protest said rezoning; and

WHEREAS, City staff reviewed the application according to Parkville Municipal Code Title IV, Section 403.030 and determined their findings and conclusions; and

WHEREAS, on September 13, 2022, the Planning and Zoning Commission held a public hearing to consider the application for Zoning Map Amendment and recommended approval of the zoning map amendment by a vote of 9-0; and

WHEREAS, the Board of Aldermen reviewed and considered staff's conclusions and recommendation, the information provided to the Planning and Zoning Commission, the Planning and Zoning Commission's recommendation and information presented to the Board of Aldermen, and desires to approve the application.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF PARKVILLE, MISSOURI, AS FOLLOWS:

SECTION 1. Approval of the rezoning of one (1) parcel of land generally located to the south of the intersection of Ensign Drive and Highway 45, from “BP” Business Park District to “I-1-P” Planned Light Industrial District, as depicted in Exhibit A.

SECTION 2. This ordinance shall be effective immediately upon its passage and approval.

PASSED and APPROVED this 18th day of October 2022.

Mayor Dean Katerndahl

ATTESTED:

City Clerk Melissa McChesney



Application #: _____
Date Submitted: _____
Public Hearing: _____
Date Approved: _____

CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX: (816) 741-0013

Application for Major Site Plan

Pre-application meeting required per Parkville Municipal Code, Title IV, Section 403.010, Subsection C.

1. Applicant/Contact Information

Applicant(s)

Name: Brian Mertz
Company: Parkville Holdings LLC
Address: 7607 NW John Anders Road
City, State: Kansas City, MO
Phone: _____ Fax: _____
E-mail: bmertz1@kc.rr.com

Engineer/Surveyor(s) preparing plans & legal desc.

Name: Chip Corcoran, P.E.
Company: Renaissance Infrastructure Consulting
Address: 8653 Penrose Lane
City, State: Lenexa, KS
Phone: (813) 488-1256 Fax: _____
E-mail: ccorcoran@ric-consult.com

Owner(s), if different from applicant

Name: _____
Company: _____
Address: _____
City, State: _____
Phone: _____ Fax: _____
E-mail: _____

Contact Person, if different from applicant

Name: _____
Company: _____
Address: _____
City, State: _____
Phone: _____ Fax: _____
E-mail: _____

We, the undersigned, do hereby authorize the submittal of this application and associated documents and certify that all information contained therein is true and correct. We acknowledge that development in the City of Parkville is subject to the Municipal Code of the City of Parkville. We do hereby agree to abide by and comply with the above-mentioned codes, and further understand that any violations from the provisions of such or from the conditions as stated herein shall constitute cause for fines, punishments and revocation of approvals as applicable.

Applicant's Signature (Required) _____

Date: 8/4/22

Property Owner's Signature (Required) _____

Date: 8/4/22

2. Property Information

Zoning district: BP

Property address and general location: South of intersection of Ensign Drive and 45 Highway

Legal description (may be attached): Attached.

Description of proposed use(s): Commercial garages.

Gross acreage of lot: 1.73

Net acreage of lot: 1.73

Open space acreage: 0.65

Lot coverage: 1.73

Is proposal an alteration to an existing building or new construction? ☐ alteration ☒ new construction

Last modified January 2020

3. Factors affecting the projectAre any public improvements required for this project? Public Storm ImprovementsExplain (may be attached): The existing public storm system will be routed through the lot in an enclosed pipe system.**Attach a narrative addressing:**

1. *How the site is capable of accommodating the buildings, proposed use, access and other site design elements required by this code and will not negatively impact the function and design of rights-of-way or adjacent property.*
2. *How the design and arrangement of buildings and open spaces is consistent with good planning, landscape design and site engineering principles and practices.*
3. *How the architecture and building design uses quality materials and the style is appropriate for the context considering the proportion, massing, and scale of different elements of the building.*
4. *How the overall design is compatible to the context considering the location and relationships of other buildings, open spaces, natural features or site design elements.*
5. *Whether any additional site-specific conditions are necessary to meet the intent of the zoning district or the intent and design objectives of any of the applicable development standards.*
6. *Any other information relevant to the application.*

4. Checklist of required submittals

- ☒ Completed application, including site plan with all required details and supporting data.
- ☒ Nonrefundable application fee of \$300.00.
- ☒ Five (5) copies 24" x 36" size, or larger sets, and one (1) electronic set (PDF format) of the site plan and elevations for staff and service providers to review.
- ☒ Authorization signature of the applicant and owner of record of the property.
- ☐ If subject to covenants and/or deed restrictions, signed approval of the association/entity enforcing such.

For Office Use OnlyApplication accepted as complete by: _____
Name/Title _____ Date _____

Application fee payment: Check # _____ Amount \$ _____

Final reimbursable costs paid (if applicable). Date of Action: _____

Planning Commission Action: ☐ Approved ☐ Approved with Conditions ☐ Denied Date of Action: _____

Conditions if any: _____

Board of Aldermen Action: ☐ Approved ☐ Approved with Conditions ☐ Denied Date of Action: _____

Conditions if any: _____

5. Major Site Plan checklist for staff review

1. Basic Information

- a. Name of the development
- b. Name, address, contact information of person or firm that prepared the plan
- c. Date plan was prepared, including any revision dates
- d. Graphic, engineering scale
- e. North arrow
- f. Vicinity map identifying boundaries and location of property in relation to City

2. Development Summary Table | *Provided on site plan in chart format*

- a. Existing zoning and proposed zoning if applicable
- b. Total land area in square feet and acres
- c. Proposed use or uses of each building and/or structure
- d. Height above grade of buildings and structures and number of stories of each building and/or structure
- e. Gross floor area per floor and total for each building/structure
- f. Residential buildings shall also include residential building type and total number of dwelling units. Residential development shall identify gross and net density
- g. Building coverage and floor area ratio
- h. Ratio of required number of parking spaces for each use and amount of proposed parking spaces

3. Plan Drawing

- a. Property lines and lot dimensions
- b. Proposed building footprint with lines
- c. Building(s) with dimensions and distance to property lines
- d. Cross-sections of the site detailing the height of buildings/structures, distances, and relationship to existing topography, and if applicable, proposed topography
- e. Existing and proposed rights-of-way improvements (curb/gutter/sidewalk/driveways, etc.) and easements
- f. All radii, acres, points of tangency, central angles and lengths of curves
- g. Existing and proposed topography, with major contour lines at intervals of 10 feet, and minor contour lines at an interval of 2 feet
- h. Indication of FEMA Special Flood Hazard Areas (SFHA) if applicable
- i. Location and identification of any proposed and any existing site features to be retained, including detention areas, retaining walls, existing mature trees, and other pertinent site features
- j. Identification of proposed or existing use or uses within each building, building entrances and exits, docks or other service entrances, utility entrances and screening to them, trash enclosures if applicable, outdoor storage and sales areas, and other paved areas.
- k. Architectural renderings of the completed project be provided, including elevations of each side of each structure and delineation of building materials.

4. Parking and Circulation

- a. Location and dimensions of the widths of existing or proposed private vehicular access into the property from perimeter streets and location of existing or approved accesses on properties adjacent or opposite the property
- b. Location of proposed or existing parking spaces, aisles, and drives with setback dimensions from proposed streets right-of-way and adjacent property lines; typical width and length of parking spaces; number of parking spaces per row; and width of parking and drive aisles
- c. Illustration of AutoTURN vehicular movements for emergency vehicle access to development, specifically a Pierce Velocity fire truck (duel axle type w/ 110 ft. ladder; vehicle specifications are 43.3 ft. length X 8 ft. width)
- d. Location of proposed trash enclosures if applicable
- e. Identification of all public and private existing and proposed sidewalks, trails, bicycle facilities, and/or open space areas (Tracts A, B, C, etc.)
- f. Indication of compliance with access and parking standards per City Code ([Chapter 408](#))

5. Landscaping and Screening

- a. A plan for landscaping design and screening in conformance with City Code (Section 407.020 and 407.030)
- b. A lighting plan in conformance with City Code (Section 407.040)
- c. A stormwater management plan in conformance with City Code (Section 407.050)
- d. A landscape schedule showing compliance with City Code (Chapter 407)

6. Other Requirements

- a. All survey monuments and benchmarks, together with their description
- b. Show windows and entrances
- c. Label all materials
- d. Show canopies and awnings if proposed
- e. Information regarding signage if proposed, in compliance with City Code (Chapter 409)

Note: Submissions of major site plans to the Planning and Zoning Commission that do not conform to the above checklist may, at the discretion of the Planning and Zoning Commission, be subject to delay until unfulfilled items are complied with.



Application #: _____
Date Submitted: _____
Public Hearing: _____
Date Approved: _____

CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0013

Application for Zoning Map Amendment

Pre-application meeting required per Parkville Municipal Code Title IV, Section 403.010, Subsection C

1. Applicant / Contact Information

Applicant(s)

Name: Brian Mertz, Parkville Holdings LLC
Address: 7607 NW John Anders Road
City, State: Kansas City, MO
Phone: _____ Fax: _____
E-mail: bmertz1@kc.rr.com

Engineer/Surveyor(s) preparing legal description

Name: Chip Corcoran, P.E. Renaissance Infrastructure Consulting
Address: 8653 Penrose Lane
City, State: Lenexa, KS
Phone: (813) 488-1256 Fax: _____
E-mail: ccorcoran@ric-consult.com

Owner(s), if different from applicant(s)

Name: _____
Address: _____
City, State: _____
Phone: _____ Fax: _____
E-mail: _____

Contact Person, if different from applicant(s)

Name: _____
Address: _____
City, State: _____
Phone: _____ Fax: _____
E-mail: _____

We, the undersigned, do hereby authorize the submittal of this application and associated documents and certify that all information contained therein is true and correct. We acknowledge that rezoning in the City of Parkville is subject to the Municipal Code of the City of Parkville. We do hereby agree to abide by and comply with the above-mentioned codes, and further understand that any violations from the provisions of such or from the conditions as stated herein shall constitute cause for fines, punishments and revocation of approvals as applicable.

Applicant's Signature (Required) _____

Date: 8/4/22

Property Owner's Signature (Required) _____

Date: 8/4/22

2. Property Information

Legal description: Attach a separate sheet with complete writing and graphical legal description of the subject property.

Property address / general location:

South of intersection of Ensign Drive and 45 Highway

Parcel ID Number: 20-4.0-19-000-000-023.000

Present zoning: BP

Proposed zoning: I-1-P

Present use of the property:

Undeveloped

Length of use:

3. Neighboring land uses and zoning

Describe the existing land use and zoning on the surrounding properties:

<u>Existing Land Use</u>	<u>Existing Zoning</u>
North: N/A	North: N/A
South: Capital Electric	South: I-2-P
East: Gladwin Machinery	East: BP
West: SBA Towers	West: BP

Attach a narrative addressing:

1. How the application is consistent with the Master Plan and any official plan or program developed under the guidance of the Master Plan. In particular, the relationship of land uses within the proposed district and the relationship with uses existing or anticipated in surrounding districts.
2. The character of the neighborhood, including design of the streets, civic spaces and other open spaces; the scale, pattern and design of buildings; the zoning of property and compatibility of potential future uses; and the operation and uses of land and buildings.
3. How the application furthers the intent of the proposed zoning district and supports that of any abutting zoning districts, in particular, the building form, site design, and other development patterns and urban design aspects of the proposed project in furthering the intent.
4. Compliance of any proposed development with the requirements of the development code, and the intent or design objectives associated with any specific standards.
5. The ability of the City or other government agencies to provide any services, facilities or programs that might be required if the application were approved.
6. The effect of approval on the condition or value of property in the city or in the vicinity, including the likelihood of surrounding areas to be developed in accordance with the Master Plan.
7. The consistency of the application with other adopted policies of the City, including any other relevant implications of the change beyond any specific proposed project.
8. The recommendations of professional staff or other technical reviews associated with the application.

4. Checklist of required submittals

- ☒ Completed application, including all required details and supporting data.
- ☒ Nonrefundable application fee of \$300.00. Applicant will be billed to recover costs for required publication, posted and mailed notice per Parkville Municipal Code, Title IV, Section 403.010, Subsection E.
- ☒ Complete written and graphical legal description of subject property in paper and electronic formats, an area map showing the subject property and surrounding major features including roads.
- ☒ If the proposed rezoning is for a Master Planned Development (i.e., "planned" district) such as a "B-4-P" *Planned Business District*, a complete site plan/development plan is required per Parkville Municipal Code, Title IV.
- ☐ Notarized affidavit of ownership and authorized signature of the applicant and owner of record of the property.

For City Use OnlyApplication accepted as complete by: _____
Name/Title _____ Date _____

Application fee payment: Check # _____ M.O. _____ Cash _____

Final reimbursable costs paid (if applicable). Date of Action: _____

Planning Commission Action: ☐ Approved ☐ Approved with Conditions ☐ Denied Date of Action: _____
 Conditions if any: _____

Board of Aldermen Action: ☐ Approved ☐ Approved with Conditions ☐ Denied Date of Action: _____
 Conditions if any: _____

August 5, 2022

Stephen Lachky
Community Development Director
City of Parkville
8880 Clark Avenue
Parkville, MO 64152

Re: **Major Site Plan Submittal – Legal Description**

Mr. Lachky:

The legal description for the Vertical Ventures III – Lot 5 project is stated as follows:

Lot 5, Vertical Ventures III First Plat, a subdivision in the City of Parkville, Platte County, MO.

Feel free to contact us if you have any further questions or concerns.

RENAISSANCE INFRASTRUCTURE CONSULTING



Staff Analysis

<u>Agenda Item:</u>	5.B & 6.A
<u>Proposal:</u>	Application for Major Site Plan and Zoning Map Amendment for Vertical Ventures III, Lot 5, a planned contractor storage use on 1.73 acres, more or less, generally located south of the intersection of Ensign Drive and Highway 45.
<u>Staff Recommendation:</u>	Approval
<u>Case No:</u>	PZ22-26 (Zoning Map Amendment) & PZ22-27 (Major Site Plan)
<u>Applicant:</u>	Brian Mertz, Parkville Holdings, LLC
<u>Owners:</u>	Parkville Holdings, LLC
<u>Location:</u>	Generally located south of the intersection of Ensign Drive and Highway 45
<u>Zoning:</u>	Current: "BP" Business Park District Proposed: "I-1-P" Planned Light Industrial District
<u>Parcel #s:</u>	Platte County parcel # 20-4.0-19-000-000-023.000
<u>Exhibits:</u>	A. This Staff Analysis B. Application for Zoning Map Amendment C. Application for Major Site Plan D. Subject Area Property Map E. Major Site Plan (prepared by Renaissance Infrastructure Consulting; dated August 5, 2022, revised September 12, 2022) F. Rezoning Narrative (Submitted by Applicant) G. Rezoning Legal Description (Submitted by Applicant) H. Additional exhibits as may be presented during the regular meeting
<u>By Reference:</u>	A. Parkville Municipal Code, Title IV – Development Code in its entirety (http://parkvillemo.gov/download/ZoningCodeUpdate_FinalDraft.pdf) 1. Section 403.030 Zoning Map Amendment 2. Section 403.060 Major Site Plan 3. Chapter 404 Subdivision Regulations 4. Section 405.010 Zoning Districts Established 5. Section 405.020 Districts & Uses 6. Section 405.030 Standards Applicable to All Districts B. Parkville Master Plan (http://parkvillemo.gov/departments/community-

[development-department/master-plan/](#))

- C. Notice of Public Hearing mailed to owners within 185 ft. of the subject property
- D. Hearing notice published in The Platte County Citizen newspaper on August 24, 2022.

Overview

The applicant proposes a zoning map amendment and a major site plan for Vertical Ventures III, Lot 5, generally located south of the intersection of Ensign Drive and Highway 45. The applicant is proposing to construct three (3) total contractor storage buildings and associated site improvements. The subject property is currently zoned “BP” Business Park District. The applicant is requesting to rezone the property to “I-1-P” Planned Light Industrial District, which allows “storage and warehousing – indoor, general” uses by right.



Background

The subject property was platted and rezoned as a portion of the Vertical Ventures III project in 2006. The property was zoned “BP” Business Park in conjunction with a plan to turn the surrounding area into a business park. However, the subject property and the business park were never constructed. “Storage and warehousing – indoor, general” uses are not allowed in the current “BP” zoning, which necessitates the proposed rezoning to “I-1-P” Planned Light Industrial.

Review and Analysis

The Zoning Map amendment process provides review of changes to the boundary of zoning districts (rezoning) that may be necessary to account for changed conditions in the general area or a change in public policies with respect to future development.

The major site plan process coordinates development projects with the public realm and with adjacent sites, and specifically demonstrates how new projects meet the development and design standards of this code regarding compatible arrangement of buildings, pedestrian and vehicle access, site design, lighting and landscaping.

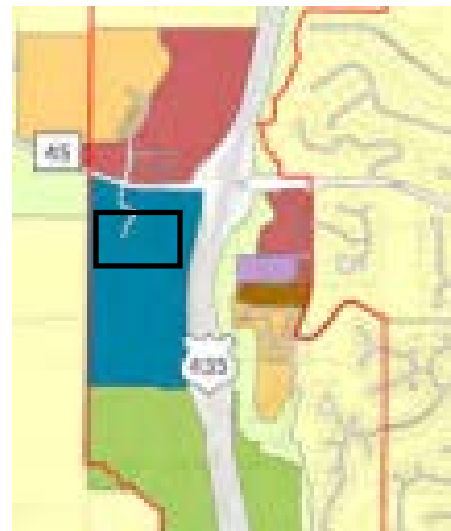
Zoning Map Amendment Application (PZ22-26)

Parkville Municipal Code, Section 403.030 provides criteria for how the Planning and Zoning Commission shall determine if a zoning map amendment is appropriate. The following are staff’s findings and conclusions for the zoning map amendment.

- 1. The application is consistent with the Master Plan and any official plan or program developed under the guidance of the Master Plan, and in particular the relationship of land uses within the proposed district and the relationship with uses existing or anticipated in surrounding districts.**

Parkville Master Plan

The Parkville Master Plan projects Business Park uses for this property. Business Park uses are typically large-scale office and light industrial uses.



Future Land Use Map from *Parkville 2040 Master Plan*

2. **The character of the neighborhood, including the design of streets, civic spaces and other open spaces; the scale, pattern and design of buildings; the zoning of property and compatibility of potential future uses; and the operation and uses of land and buildings.**

The subject property is surrounded by industrial zoning districts and uses and a major roadway (45 Highway). The Gladwin Machinery, Attic Storage, and Capital Electric industrial developments to the south and east have similar character to the proposed development on the subject property.

3. **The application furthers the intent of the proposed zoning district and supports that of any abutting zoning districts, and in particular the building form, site design, and other development patterns and urban design aspects of the proposed project in furthering the intent.**

The location of the subject property is compatible with a "I-1-P" zoning district as it has easy access to 45 Highway and I-435 and is surrounded by other industrial development. The proposed building form and site design are compatible with the proposed "I-1-P" zoning district.

4. **Compliance of any proposed development with the requirements of the Development Code, and the intent or design objectives associated with any specific standards.**

The proposed development shall be in compliance with the requirements of the Development Code (see Major Site Plan review).

5. **The ability of the City or other government agencies to provide any services, facilities or programs that might be required if the application were approved.**

The proposed rezoning does not appear to significantly impact the ability for the City or other governmental agencies to respond with public and emergency services; this includes police, fire and the ability to maintain the peace. Additionally, staff coordinated with Dean Cull, SPFPD Fire Marshall, who has reviewed the major site plan to determine if adequate fire protection can be provided. The City has received no complaints regarding providing services for the current use of this property.

6. **The effect of approval on the condition or value of property in the City or in the vicinity, including the likelihood of surrounding areas to be developed in accordance with the Master Plan.**

Staff expects minimal effect of approval on properties in the City, beyond increased valuation in expanding an existing building. Much of the surrounding area is also industrial and already developed.

7. **The consistency of the application with other adopted policies of the City, including any other relevant implications of the change beyond any specific proposed project.**

This application is consistent with other adopted policies of the City including the Parkville Municipal Code, the "I-1-P" zoning district regulations, the *Parkville 2040 Master Plan* and the future land use map of the Master Plan.

8. **The recommendations of professional staff or other technical reviews associated with the application.**

Staff recommends approval of the Application for Zoning Map Amendment for Vertical Ventures III, Lot 5.

Major Site Plan Application (PZ22-27)

Parkville Municipal Code, Section 403.060, Subsection B. provides criteria for how the Planning and Zoning Commission shall determine if a major site plan is appropriate. The following are staff's findings and conclusions for the major site plan:

1. In general, any site plan in compliance with all requirements of this code shall be approved.

Staff concludes the site plan conforms to use allowances permitted in the "I-1-P" Planned Light Industrial District. In addition, the site plan is in compliance with the City's subdivision regulations (i.e., block and lot arrangement), site and landscape design standards (i.e., planting requirements, buffer/screening requirements, outdoor lighting, and stormwater management), and access and parking regulations (i.e., access and circulation standards, required parking counts, and parking specifications).

2. In making a determination of compliance, or for site plans accompanying any discretionary review or administrative relief, the review body shall consider whether:

- a. The site is capable of accommodating the buildings, proposed use, access and other site design elements required by this code and will not negatively impact the function and design of rights-of-way or adjacent property.**

"I-1-P" Height, Area and Bulk Standards (Section 405.030.A.)

The subject property is proposed to be zoned "I-1-P" Planned Light Industrial District. Development standards for the "I-1-P" District are set by the master planned development process as established in Section 403.040 of the Municipal Code. Table 405-3 prescribes the height, area, and bulk standards for the I-1 zoning district. Table 1 below shows the Code requirements and site plan proposal.

Table 1. Height, Area, and Bulk Standards

	Code	Proposed
Lot Size		
Area (acre)	1.0	1.73
Width (ft.)	150	>270
Depth (ft.)	200	>400
Building Standards		
Front Setback (ft.)	40 / (20' platted)	>20
Side Setback (ft.)	15	20
Rear Setback (ft.)	10	19.5
Height (ft./stories)	30 / 2	18 / 1

The proposed development meets the height, area, and bulk standards.

“I-1-P” Use Standards (Section 405.020)

The proposed *storage and warehousing – indoor, general* use is allowed by right in the “I-1-P” Planned Light Industrial District. *Storage and warehousing – indoor, general* uses are “storage of commercial products inside a large building where regular shipments and distribution will occur by commercial vehicles. Examples include large warehouses, or distribution and processing centers, and mini-warehouses where all storage areas including those leased or rented to individual customers are accessed from outside the storage buildings.”

Access (Section 408.020)

Access is provided to the site through existing internal access drives for the development. Exhibit E contains AutoTURN movements for emergency vehicle traffic.

Parking Requirements (Section 408.030)

The Development Code does not provide guidelines for parking requirements for contractor storage uses. The applicant has noted a typical rate of 1 parking space per 100 sq ft of office space has been used at similar locations in the Kansas City Metro. This project does not provide any office space. The applicant has provided 13 spaces which staff feels is sufficient for the 24 storage units.

Parking Layout Design (Section 408.050)

The parking stall dimensions detailed on the major site plan (see Exhibit E) are 90-degree stalls measuring 18.5 ft. length by 9 ft. width, with an aisle width of greater than 26 ft. This meets the parking layout design requirements of Table 408-10: Parking Dimensions.

Signage (Section 409)

All proposed signage will require approval of an Application for Sign Permit in accordance with the City’s “I-1-P” Planned Light Industrial District signage standards for size, height and area allowance as listed on Table 409-2: Sign Allowances.

Outdoor Lighting (Section 407.040)

The applicant has detailed proposed exterior lighting. Staff finds the lighting to meet the requirements of Code Section 407.040.

- b. The design and arrangement of buildings and open spaces is consistent with good planning, landscape design and site engineering principles and practices.**

Building Location

The building location on the site allows for appropriate parking and vehicle flow/access.

Landscape Design (Section 407.020)

The applicant has submitted a landscape plan that meets the requirements of Section 407.020.

Stormwater Management (Section 407.050)

Per our Development Code requirements, the Public Works Department can require a Stormwater Management Analysis study be submitted for review and approval. The Applicant has provided a Stormwater Memo (see Exhibit G) that has been reviewed by

City Staff.

- c. **The architecture and building design uses quality materials and the style is appropriate for the context considering the proportion, massing, and scale of different elements of the building.**

Architectural Design, Materials and Style

The architectural design of the proposed building is similar to others in the surrounding area.

Proportion, Massing and Scale

In terms of proportion, massing and scale, the proposed 21,700 sq. ft. of buildings is appropriate considering the context of the subject property, adjacent development, and allowances per the “B-4-P” General Business District.

Table 2. Building Details

Building	Building Area (sq. ft.)	Units
1	12,000	13
2	2,700	3
3	7,000	8

- d. **The overall design is compatible to the context considering the location and relationships of other buildings, open spaces, natural features or site design elements.**

Location Compatibility

The proposed expansion is compatible with the existing building as well as adjacent development.

Open Spaces and Natural Features

The subject property and the surrounding area are generally developed with preserved groves of trees and natural features. The submitted landscape plan provides detailing for the natural areas of the site.

- e. **Whether any additional site-specific conditions are necessary to meet the intent of the zoning district or the intent and design objectives of any of the applicable development standards.**

No site-specific conditions are necessary to meet the applicable “I-1-P” requirements of the Development Code.

3. **The application meets the criteria for all other reviews needed to build the project as proposed.**

Staff finds the application able to meet the criteria for all other reviews needed to build the project.

4. **The recommendations of professional staff**

Staff recommends approval of the application as presented, with the conditions noted below.

Staff Conclusion and Recommendation

Staff recommends approval of the Application for Major Site Plan and recommends approval of the Application for Zoning Map Amendment for Vertical Ventures III, Lot 5 based on the merits of the application and the findings and conclusions in the report.

Additionally, staff recommends approval of the application, subject to the following conditions:

1. Approval is based on the representations of the drawings presented as part of this application and does not waive any requirement or development standard contained within the Municipal Code.
2. All signage requires an approved Sign Permit.
3. Any other conditions the Planning and Zoning Commission determines are necessary.

It should be noted that the recommendation contained in this report is made without knowledge of facts, comments or any additional information which may be presented during the meeting. For that reason, the conclusions herein are subject to change as a result of evaluating additional information; additionally, staff reserves the right to modify or confirm the conclusions and recommendations herein based on consideration of any additional information that may be presented.

Necessary Action

Following consideration of the Application for Major Site Plan and Application for Zoning Map Amendment, supporting information, associated exhibits, factors discussed above and any testimony presented at the meeting, the Planning and Zoning Commission should recommend approval (with or without conditions), denial, or postpone the applications for further consideration. If approved subject to conditions, the conditions should be noted for the record. Unless postponed, the Planning and Zoning Commission's action on the Application for Zoning Map Amendment will be forwarded to the Board of Aldermen on October 4, 2022 for final action.

End of Memorandum

/s/ Brad Stanton
Brad Stanton

9-12-2022
Date

**CITY OF PARKVILLE
Policy Report**

Date: September 30, 2022

Prepared By:

Jeffery Rhodes, Asst. to City Administrator

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve Resolution No. 22-017 returning historical signage to its original owners (Administration)

BACKGROUND:

Earlier this month at the Diversity and Inclusion Commission, the Commissioners voted to approve a resolution to send to the Board of Aldermen recommending they take action to return two historical signs to their original owner(s)/donor(s). These two historical signs were previously removed from City property in 2020, and this recommendation is to return the signs to the prospective original owners. A brief history of the process and signage is below.

In 2020, the City removed two historical markers from public property following the murder of George Floyd and ongoing protests in Parkville. The signs made reference to the sale of enslaved people in Parkville and presented a narrow, incomplete history of the Civil War in NW Missouri and across the border between Missouri and Kansas. The Commission was formed in May 2021 to continue this discussion, make recommendations to the Board of Aldermen about what to do with the signs and broaden the discussion in our community about diversity and inclusion in Parkville.

The recommended resolution under consideration is the result of several discussions with the Commission, feedback from community members in Parkville and input from subject matter experts from the following organizations:

- Park University
- The Platte County Historical Society
- The Weston Chapter of the Black Ancestors Awareness Campaign

The resolution is narrow in scope to allow the City to address the immediate question of what to do with the signs that were removed and ensure that the City is taking care of the private property that was donated to the City. Once the City has addressed the signage, the Commission will work with the community and staff to develop a policy, process, and plan for identifying comprehensive and inclusion historical signage in the city's public spaces.

BUDGET IMPACT:

With the exception of staff time and resources, there is no direct budgetary impact for this resolution

ALTERNATIVES:

1. Approve the resolution.

2. Approve the resolution, subject to changes.
3. Do not approve the item.
4. Postpone the item.

FINANCE COMMITTEE RECOMMENDATION:

This item was not presented to the Finance Committee, and instead came to the Board through the Diversity & Inclusion Commission, an advisory Commission appointed by the Board of Aldermen.

STAFF RECOMMENDATION:

Staff recommends the Board of Alderman approve the resolution as presented.

POLICY:

Parkville Municipal Code Section 154.040(A) directs the Diversity and Inclusion Commission to act in an advisory capacity to the Board of Aldermen on ways to:

1. Promote community awareness and education on the value of diversity to the community;
2. Promote equity on the basis of economic status, race, color, religion, gender, national origin, ancestry, marital status, physical or mental disability, familial status, sexual orientation, and gender identity;
3. Evaluate and develop actionable equity recommendations to be used to examine and strengthen policies, practices, services and programs;
4. Promote responsiveness of government to concerns of people that may be subject to bias or discrimination in the community;
5. Encourage the creation and continuation of community equity, diversity and inclusion awareness efforts, programs, and activities that are available and accessible to all community members; and
6. Address ad hoc requests related to diversity and inclusion from the Mayor and Board of Aldermen.

SUGGESTED MOTION:

I move to approve Resolution No. 2022-017 returning two historical signs to their original owners.

ATTACHMENTS:

1. Resolution No. 22-017



**CITY OF PARKVILLE, MO.
RESOLUTION No. 22-XXX**

**A RESOLUTION RECOMMENDING THE RETURN OF HISTORICAL SIGNAGE IN THE
CITY OF PARKVILLE TO ITS ORIGINAL OWNERS**

WHEREAS, in 2020 the City of Parkville had two historical markers located on public property; and

WHEREAS, after the signs were removed, the Board of Aldermen instructed staff to keep the signs in storage until a complete review of the signage could be conducted; and

WHEREAS, the Board of Aldermen formed the Diversity and Inclusion Commission in May of 2021 to continue this discussion and make recommendations to the Board of Aldermen; and

WHEREAS, the Diversity and Inclusion Commission has discussed this signage with subject matter experts, received public comment; and

WHEREAS, the Diversity and Inclusion Commission recommends returning the signage to the original owners, or finding a museum to display the signage, if the original owners cannot be found, or cannot accept the signage; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Aldermen for the City of Parkville, hereby supports the return of the two historical markers to their original owners.

IN TESTIMONY WHEREOF, I have hereunto set my hand, in the City of Parkville this 20th day of September 2022.

Mayor Dean Katerndahl

ATTESTED:

City Clerk Melissa McChesney

City of Parkville - Development Tracking Spreadsheet

Residential Developments										
Project Name	Address	Parcel No.	Detail	Date Submitted	Approved	Status	Change in Status from Last Month	Construction Start Date	Completion Date	Staff Contact
Platte 38	West of The National 7th Plat	20-8.0-27-100-002-006.000	27 duplex lots and 9 detached home lots	11/1/2021	Yes	Land cleared	No change	1/4/2022	2023	Stephen Lachky
Sanctuary At Riss Lake	MO-9 Hwy and Lakeview Dr	20-7.0-26-400-006-001.000	19 duplex lots and 4 tracts of open space	12/28/2021	Yes	Land cleared	No change	1/18/2022	2023	Stephen Lachky
Village On The Green East	MO-45 Hwy and Lake Crest Ln	20-7.0-26-200-002-003.001	23 cluster townhomes and 7 1-3 story townhomes	8/6/2021	Yes	Final Plat pending	1st reading ordinance	-	-	Brad Stanton
Village On The Green West	MO-45 Hwy and Lake Crest Ln	20-8.0-27-100-002-002.002	23 cluster townhomes and 7 1-3 story townhomes	8/6/2021	Yes	Final Plat pending	1st reading ordinance	-	-	Brad Stanton
Woods At Creekside 4th Plat	West of Woods At Creekside 3rd Plat	20-4.0-18-000-000-010.003	28 detached home lots	6/10/2022	Yes	Plat approved	Ordinance approved	-	2023	Stephen Lachky
Woods At Creekside 5th Plat	West of Woods At Creekside 3rd Plat	20-4.0-18-000-000-010.003	39 detached home lots and 2 tracts of open space	6/10/2022	Yes	Plat approved	Ordinance approved	-	2023	Stephen Lachky
River Hills Estates Replat	10118 River Hills Dr	20-8.0-27-400-014-027.000	Replatting 7 detached home lots and 1 tract of open space	6/28/2022	In process	Final Plat pending	1st reading ordinance	-	-	Brad Stanton

Commercial and Industrial Developments										
Project Name	Address	Parcel No.	Detail	Date Submitted	Approved	Status	Change in Status from Last Month	Construction Start Date	Completion Date	Staff Contact
Attic Storage	Vertical Ventures III, Lot 3	20-4.0-19-000-000-019.000	New two-story self-straoge facillity	1/7/2022	Yes	Bldg plan review	No change	-	-	Brad Stanton
Dairy Queen	8803 NW MO-45 Hwy	20-7.0-26-100-002-003.000	New 2,400 sq. ft. drive-thru restaurant	1/5/2022	Yes	Under construction	Opening Date Delayed	4/18/2022	10/6/2022	Brad Stanton
Whataburger	9110 NW 45 Hwy	20-6.0-23-400-003-005.000	New 3,100 sq. ft. drive-thru restaurant	4/8/2022	Yes	Bldg plan review	No change	-	-	Brad Stanton
Taylor Animal Hospital	6300 MO-9 Hwy	20-7.0-26-100-002-002.000	1,840 sq. ft. addition to existing building	4/7/2022	Yes	Bldg plan review	No change	-	-	Brad Stanton
Gomer's Liquor Store	6298 NW Hwy 9	20-7.0-26-100-002-038.000	3,075 sq. ft. addition to the 2nd floor of the building	-	Not yet submitted	Site plan review	No change	-	-	Brad Stanton
Contractor's Garages	Vertical Ventures III, Lot 5	20-4.0-19-000-000-023.000	22,160 sq. ft. contractor's self-storage units	8/5/2022	In process	Application review	Ordinance pending	-	-	Brad Stanton
Recreation - Indoor (Limited)	2 2nd Street	20-7.0-35-100-027-001.003	Using existing baseball batting cages as a business	7/7/2022	Yes	Approved	2nd reading ordinance	-	-	Brad Stanton
Lodges At The National, Lot 8	10875 Allen Way	20-5.0-22-200-005-002.000	Rezoning property from "R-2-P" to "B-1" district	7/15/2022	No	Withdrawn	Application Withdrawn	-	-	Stephen Lachky
Parkville Presbyterian Church	819 Main St	20-7.0-35-100-009-006.000	Using interior space for financial planning office	9/7/2022	In process	Application review	Upcoming P&Z hearing	-	-	Brad Stanton

Parkville Fall Cleanup

October 15, 2022

8 a.m. - 4 p.m.

6305 NW River Park Drive

To ensure the safety of participants and our employees, safety precautions may be put in place at the event.

Items Collected:

Yard waste, household debris, used car batteries, scrap metal, water heaters, auto parts, metal products, air conditioner without compressor, washers and dryers without motor, tires



Parkville residents only

Sorry, no businesses or commercial waste.

Curbside Pickup

OCTOBER 17, 2022



- **Limit of 5 items only**

- **Items must not be larger than one person can carry.**

- Items must be placed at curb by 7 a.m.
 - Yard waste must be bagged.
 - Tree limbs must be bundled at maximum of 4 foot length .
 - Parkville residents only.
- Place curbside items on opposite side of driveway separated from regular trash.

Items collected

Small limbs, leaves and grass (no plastic bags), used batteries, scrap metal, water heaters, auto parts, metal products, air conditioners without compressor, tires and household debris.

Items not collected

Paint, air conditioner compressors, washer/dryer motors, large appliances, couches, large furniture and household hazardous waste items.

PARKVILLE'S FALL YARD WASTE DROP OFF

6305 NW River Park Drive

Weekdays, 7:30 a.m. - 3:30 p.m.

Parkville residents only.

No businesses or commercial waste.



Parkville residents can drop off yard waste at NO CHARGE at 6305 NW River Park Drive any time Monday through Friday (except holidays) between 7:30 a.m. and 3:30 p.m. Yard waste does not have to be bagged. The City has the right to limit the amount of yard waste accepted.

OCTOBER 17 - NOVEMBER 23

