



BOARD OF ALDERMEN
Regular Meeting Agenda
CITY OF PARKVILLE, MISSOURI
Tuesday, December 6, 2022 7:00 PM
City Hall Board Room

Next numbers: Bill No. 3217 / Ord. No. 3147

1. CALL TO ORDER

- A. Roll Call
- B. Pledge of Allegiance

2. CITIZEN INPUT

- A. Student Intern Presentation – Park Hill Professional Studies Program
- B. Citizen Academy Program Presentation - Park University

3. CONSENT AGENDA

- A. Approve the minutes for the November 15, 2022, regular meeting
- B. Approve the minutes for the November 15, 2022, work session
- C. Approve the minutes for the November 22, 2022, work session
- D. Receive and file the October sewer report
- E. Approve a temporary resort with Sunday sales and microbrewery liquor licenses for Boho Brewing, a new business to be located at 15425 Old Town Drive, Suite 118
- F. Renew an agreement with CivicPlus authorizing the City Clerk to participate in the CivicClerk Client Advisory Board
- G. Approve a purchase order from Fries Ag & Turf for a zero turn mower for the Parks and Recreation Department
- H. Approve a construction agreement with She Digs It for emergency sewer repairs
- I. Approve an agreement with Randy Hollar, LLC for Incode assistance and training
- J. Receive and file the third quarter 2022 Budget Variance report
- K. Approve accounts payable from November 11 to December 1, 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: 12/2/22; 4:48 p.m.

By: MM

- A. Approve the first reading of an ordinance to adopt the 2023 Operating Budget and 2023-2027 Capital Improvement Program (Administration)
- B. Approve the first reading of an ordinance to classify all employee positions and establish compensation for such classifications for fiscal year 2023 (Administration)
- C. Approve first reading of an ordinance to upgrade the City's enrollment in LAGERS to Benefit Program L-6 (Administration)
- D. Approve the first and second readings of an ordinance to authorize a ballot question to impose a local use tax on out-of-state purchases (Administration)
- E. Approve the second reading of an ordinance to authorize a ballot question to impose a public safety sales tax (Administration)
- F. Approve the second reading of an ordinance to repeal and replace Parkville Municipal Code Chapter 515 regarding right-of-way management (Public Works)
- G. Approve Resolution No. 22-018 setting the right-of-way management fees in the Schedule of Fees (Administration)
- H. Approve a donation agreement for a Free Little Library box donated by the White Alloe Chapter of the Daughters of the American Revolution to the Parks and Recreation Department (Parks)
- I. Approve the second reading of an ordinance to amend various sections of the Parkville Municipal Code regarding provisions for home-based businesses - Case No. PZ 2022-38 (Community Development)
- J. Approve the superseding addendum to the Six At Park ground lease and parking use agreement associated with a public parking lot for the Six At Park development (Community Development)
- K. Adopt an ordinance to approve the second amendment to the Creekside Tax Increment Financing Plan and Projects - Case No. TIF 2022-01; Parkville Development 38, LLC; Parkville Development 50, LLC; Parkville Development 140, LLC; Parkville Development VVI, LLC, applicant (Community Development)
- L. Items related to the Creekside Tax Increment Financing Plan Redevelopment Project Areas - Case No. TIF 2022-01; Parkville Development 38, LLC; Parkville Development 50, LLC; Parkville Development 140, LLC; Parkville Development VVI, LLC, applicant (Community Development)
 - 1. Approve the second reading of an ordinance to approve Redevelopment Project Area C-2 of the Creekside Tax Increment Financing Plan as a redevelopment project and to adopt tax increment financing therein
 - 2. Approve the second reading of an ordinance to approve Redevelopment Project Area C-4 of the Creekside Tax Increment Financing Plan as a redevelopment project and to adopt tax increment financing therein
 - 3. Approve the second reading of an ordinance to approve Redevelopment Project Area C-7 of the Creekside Tax Increment Financing Plan as a redevelopment project and to adopt tax increment financing therein
 - 4. Approve the second reading of an ordinance to approve Redevelopment Project Area

General Agenda Notes:

The agenda closed at noon on December 1, 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 December 6, 2022.

K of the Creekside Tax Increment Financing Plan as a redevelopment project and to adopt tax increment financing therein

5. Adopt an ordinance to approve Redevelopment Project Area E-1 of the Creekside Tax Increment Financing Plan as a redevelopment project and to adopt tax increment financing therein
 6. Adopt an ordinance to approve Redevelopment Project Area E-2 of the Creekside Tax Increment Financing Plan as a redevelopment project and to adopt tax increment financing therein
 7. Approve the first reading of an ordinance to approve Redevelopment Project Area E-3 of the Creekside Tax Increment Financing Plan as a redevelopment project and to adopt tax increment financing therein
- M. Approve the first reading of an ordinance rezoning property for Friends of Parkville Animal Shelter from "R-4" Mixed Density Residential to "B-4-P" Planned Business District - Case No. PZ 2022-37 (Community Development)

5. STAFF UPDATES ON ACTIVITIES

- A. Administration
- B. Police Department
- C. Community Development
 1. Development Updates
- D. Public Works
- E. Parks & Recreation

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

7. UPCOMING MEETINGS

- A.
 - Tuesday, December 20, 2022 at 7:00 p.m.
 - Tuesday, January 3, 2023 at 7:00 p.m.
 - Tuesday, January 17, 2023 at 7:00 p.m.
 - Tuesday, February 7, 2023 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 December 1, 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 December 6, 2022.

1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:14 p.m. at City Hall, 8880 Clark Avenue, Parkville, Missouri on November 15, 2022, and was called to order by Mayor Dean Katerndahl. City Clerk Melissa McChesney called the roll as follows:

Present:

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

Absent:

Ward 2 Alderman Bob Bennett - 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, 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

Two scouts, Justin Woodland and Fran Spadafure, from Troop 495 led the Board in the Pledge of Allegiance to the Flag of the United States of America. They were working on their Citizenship in the Community merit badge.

2. CITIZEN INPUT

A. Recognize Tammie Dickerson for the City's 2022 Paint Parkville purchase award

Mayor Katerndahl presented the Paint Parkville purchase award to artist Tammie Dickerson for her painting titled "Looking Up Main – Across the Tracks."

B. Recognize Kevin Blair for his service to the City

Mayor Katerndahl presented a certificate of recognition to Kevin Blair for his service to the City.

3. CONSENT AGENDA

A. Approve the minutes for the November 1, 2022, regular meeting

- B. Approve the minutes for the November 1, 2022, work session
- C. Approve the minutes for the November 9, 2022, work session
- D. Receive and file the October Municipal Court Report
- E. Receive and file the financial report for the month ending October 31, 2022
- F. Receive and file the crime statistics for January through September 2022
- G. Approve agreement with Baker Tilly US to evaluate alternatives for providing wastewater services
- H. Approve accounts payable from October 29 to November 10, 2022

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

RESULT: MOTION PASSED 7-0.

4. ACTION AGENDA

- A. **Approve the employee health insurance renewal for 2023 with Blue Cross/Blue Shield and the Employee Benefits Plan**

Finance/Human Resources Director Matthew Chapman stated that Bukaty Companies marketed the City's insurance to all the carriers and the only competitive bid was Blue Cross/Blue Shield. The same five plans as 2022 would be provided to employees. The initial increase was 13.9 percent and staff negotiated the increase down to 8.9 percent, which was a budget impact of \$34,938. Chapman added that the dental portion was a 6.1 percent increase.

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN WYLIE TO **APPROVE THE EMPLOYEE HEALTH BENEFITS PLAN WITH THE HEALTH, DENTAL AND VISION INSURANCE RENEWALS FOR 2023 WITH BLUE CROSS/BLUE SHIELD WITH THE PREMIUM PLANS, RATES AND COSTS SHARES, USING THE HIGH DEDUCTIBLE PLAN AS THE BASE PLAN AND DEPENDENT COVERAGE FORMULA BASED ON 87.5% OF THOSE RATES WHERE THE CITY AND EMPLOYEES WILL SHARE IN THE COST ADJUSTMENTS IN HEALTH, DENTAL AND VISION INSURANCE PREMIUMS.**

RESULT: MOTION PASSED 7-0.

- B. **Approve the first reading of an ordinance to authorize a ballot question to impose a local use tax on out-of-state purchases**

City Administrator Alexa Barton stated that at the direction of the Board from budget work sessions, different revenue sources would be needed to general additional revenue,

including a use tax. The use tax to be placed on the April 2023 ballot would address two projects - Bell Road and improvements to Route 9 downtown. She noted that with the results of the report from the railroad, and if the Board decided to move forward, funds could be put toward downtown quiet zone funding.

Discussion focused on restricting use of the revenue for capital projects and including specific projects for the funding. City Attorney Rich Wood stated that if the information was included in the ballot language, the City was bound to it in perpetuity. He recommended postponing the first reading to the December 6 meeting to give staff time to refine the ballot language to add infrastructure.

ACTION: IT WAS MOVED BY ALDERMAN PLUMB AND SECONDED BY ALDERMAN WYLIE TO **POSTPONE THE FIRST READING TO THE DECEMBER 6, 2022, MEETING.**

RESULT: MOTION PASSED 7-0.

The consensus of the Board was to add infrastructure and capital to the ballot language.

C. **Approve the first reading of an ordinance to authorize a ballot question to impose a public safety sales tax**

City Administrator Alexa Barton said that the public safety sales tax would be one-half of one percent for items listed in the ballot language.

Discussion focused on limiting what the sales tax affected, exempting a sales tax increase on food and increasing real estate and personal property taxes instead of a sales tax.

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN WYLIE TO APPROVE BILL NO. 3214, AN ORDINANCE **IMPOSING A CITYWIDE PUBLIC SAFETY SALES TAX OF ONE-HALF OF ONE PERCENT TO BE PLACED ON ALL RETAIL SALES MADE IN THE CITY OF PARKVILLE; CALLING AN ELECTION OF THE CITY OF PARKVILLE FOR THE PURPOSE OF SUBMITTING TO THE QUALIFIED VOTERS THE QUESTION OF WHETHER TO IMPOSE SAID PUBLIC SAFETY SALES TAX; AND AUTHORIZING THE CITY CLERK TO GIVE NOTICE OF THE ELECTION TO BE HELD ON APRIL 4, 2023; ON FIRST READING AND POSTPONE THE SECOND READING TO DECEMBER 6, 2022.**

RESULT: MOTION PASSED 6-1 (MELTON OPPOSED).

D. **Approve the first reading of an ordinance to repeal and replace Parkville Municipal Code Chapter 515 regarding right-of-way management**

Public Works Director Alysén Abel said that Parkville Municipal Code Chapter 515 included general information about cuts, tunnels and excavations but did not provide specific guidance to staff. She provided a comparison of the changes proposed in the new Code that included requirements and expectations for pulling permits to do work within a right-of-way. She also provided an overview of the new fee structure and penalties.

Discussion focused on how the proposed Code compared to other cities and who was

responsible for notifying property owners.

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN WYLIE TO APPROVE BILL NO. 3215, AN ORDINANCE **REPEALING THE EXISTING PARKVILLE MUNICIPAL CODE CHAPTER 515 AND ADOPTING A NEW CHAPTER 515 TITLED RIGHT-OF-WAY MANAGEMENT**, ON FIRST READING AND POSTPONED THE SECOND READING TO DECEMBER 6, 2022.

RESULT: MOTION PASSED 7-0.

E. **Approve the first reading of an ordinance to amend various sections of the Parkville Municipal Code regarding provisions for home-based businesses - Case No. PZ 2022-38**

Community Development Director Stephen Lachky said that House Bill 1662 limited cities' ability to limit home-based business types of uses. Cities could not limit the hours of operation or the types of businesses, restrict space used in a home for business and limit it to family members. He said that per the statute, a no-impact home-based business did not create excessive noise and there was no evidence that a business was inside a home. The city attorney reviewed the Code and proposed amendments to various sections of the Code. Lachky added that the Planning and Zoning Commission recommended approval on November 13, 2022.

Discussion focused on the statute no longer allowing cities to require a business license.

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN WYLIE TO APPROVE BILL NO. 3216, AN ORDINANCE **AMENDING PARKVILLE MUNICIPAL CODE SECTION 402.010, SUBSECTION B; SECTION 405.040, SUBSECTION C; AND VARIOUS SECTIONS OF CHAPTER 605 AMENDING THE PROVISIONS FOR HOME-BASED BUSINESSES TO REFLECT REVISED STATUTES OF MISSOURI**, ON FIRST READING AND POSTPONE THE SECOND READING TO DECEMBER 6, 2022.

RESULT: MOTION PASSED 6-1 (WELCH OPPOSED).

5. STAFF UPDATES ON ACTIVITIES

A. **Administration**

1. **City Hall Closed Thursday, November 24 and Friday, November 25 - Thanksgiving**

City Administrator Alexa Barton said that City Hall would be closed November 24-25, 2022, for the Thanksgiving holiday.

In addition, she said that she was asked how much business collected in sales taxes, but per state statutes the detailed information about a business could not be shared because it was illegal. She noted that staff could provide general totals, but not specific totals.

B. Police Department

Police Chief Kevin Chrisman reminded the Board about the Park Village Senior Luncheon on December 7 and Shop with a Cop on December 11. He also said he was about to finalize the winter coats, hats and gloves project with Graden Elementary. He thanked the generous donors to the Police Community Assistance Fund. He also provided an update on the numbers for the managed deer hunt.

C. Community Development

1. Development Updates

Community Development Director Stephen Lachky said that the Tax Increment Financing (TIF) Commission would hold a meeting on November 22, 2022, to discuss changes to lots within the Creekside TIF. He said the project areas needed to be amended to line up with the plats properly.

D. Public Works

1. Annual Snow Presentation

Public Works Director Alysén Abel provided an overview of the City's snow operations; presentation attached as Exhibit A.

E. Parks & Recreation

Parks and Recreation Director Brittanie Propes provided updates on the Watkins Park Stream Bank project, the playground in English Landing Park, Pocket Park and the coyotes in Platte Landing Park.

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

A. 2023 Legislative Priorities

City Administrator Alexa Barton said that the legislative priorities list were items of concern for the City and projects for which the City was seeking support.

Alderman Welch said that the Platte County Community Center South YMCA's Teen Night Out event would be held on November 18. She added that they had several job openings, including lifeguards.

7. UPCOMING MEETINGS

- A.
- Tuesday, December 6, 2022 at 7:00 p.m.
 - Tuesday, December 20, 2022 at 7:00 p.m.
 - Tuesday, January 3, 2023 at 7:00 p.m.
 - Tuesday, January 17, 2023 at 7:00 p.m.

8. EXECUTIVE SESSION

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN WYLIE TO ENTER INTO EXECUTIVE SESSION TO DISCUSS ATTORNEY-CLIENT MATTERS PURSUANT TO RSMO 610.021(1) AND PERSONNEL MATTERS PURSUANT TO RSMO 610.021(3) AND (13).

RESULT: MOTION PASSED 7-0.

AYES: TINA WELCH, PHILIP WASSMER, BRIAN T. WHITLEY, DOUGLAS WYLIE, STEPHEN MELTON, GREG PLUMB, MICHAEL LEE

NOES: NONE

ABSTAIN: NONE

The Board entered the executive session at 9:27 p.m. At 10:14 p.m., the Board reconvened in open session and announced that no action was taken.

9. ADJOURN

Mayor Katerndahl declared the meeting adjourned at 10:15 p.m.

The minutes for November 15, 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 sixth day of December 2022.

Submitted by:

City Clerk Melissa McChesney

1. GENERAL AGENDA

Mayor Dean Katerndahl opened the work session at 5:38 p.m. on November 15, 2022, at City Hall, 8880 Clark Avenue, Parkville, Missouri. In attendance were aldermen Dean Katerndahl, Tina Welch, Philip Wassmer, Brian T. Whitley, Douglas Wylie, Stephen Melton, Greg Plumb, Michael Lee.

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, 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. **2023 City of Parkville Operating and Capital Budget**

City Administrator Alexa Barton provided an overview of the 2023 Capital Improvement Program (CIP) and the Sewer Fund; presentation attached as Exhibit A. She stated that staff recommended the standard three percent increase to the sewer rates that would be used to invest in the sewer plant. She said that three projects were deferred to 2023 and discussed the analysis and review of options for the City's sewer services.

Barton provided an overview of the 2023 CIP; handout attached as Exhibit B. She recommended a review of the sewer allocation and a rate study. The results from the sewer analysis would determine if the studies were to move forward.

Discussion focused on the street ratings, train depot maintenance and the Parkville Nature Sanctuary CIP.

Interim Finance Director Bryan Kidney provided an overview of a five-year forecast for each budgeted fund; handout attached as Exhibit C. He said the General Fund balance was a percentage of the expenditures and the policy was to have 15 percent, and anything over the percentage would be transferred to the Emergency Reserve Fund. He projected it would be 25 percent and the transfer from the American Rescue Funds Act money would help balance it in 2023.

Barton provided an overview of non-major funds.

2. ADJOURN

The work session ended at 7:05 p.m.

MINUTES OF THE BOARD OF ALDERMEN WORK SESSION OF NOVEMBER 15, 2022

Page 2 of 2

Draft until approved by the Board of Aldermen

The work session minutes for November 15, 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 sixth day of December 2022.

Submitted by:

City Clerk Melissa McChesney

1. GENERAL AGENDA

Mayor Dean Katerndahl opened the work session at 5:03 p.m. on November 22, 2022, at City Hall, 8880 Clark Avenue, Parkville, Missouri. In attendance were aldermen Dean Katerndahl, Tina Welch, Philip Wassmer, Brian T. Whitley (*joined meeting at 5:42 p.m.*), Bob Bennett, Douglas Wylie, Stephen Melton, Greg Plumb.

The following staff was also present:

Alexa Barton, City Administrator

Kevin Chrisman, Police Chief

Jon Jordan, Police Captain

Stephen Lachky, Community Development Director

Matthew Chapman, Human Resources Director

Brittanie Propes, Parks & Recreation Director

Rich Wood, City Attorney

A. 2023 City of Parkville Operating and Capital Budget

City Administrator Alexa Barton provided highlights from the 2023 budget work sessions; presentation attached as Exhibit A. During her presentation, discussion focused on maintenance of the train depot.

Brian Whitley joined the meeting at 5:42 p.m.

Further discussion focused on the Veterans Memorial and the Land and Water Conservation Fund grant that required Ball Field No. 1 to remain active recreation, unless approval was received to relocate the active recreation to another part of the park, the street maintenance Capital Improvement Program, the Transportation Fund and the Nature Sanctuary spending down the donation before it would be absorbed into the Parks budget.

2. ADJOURN

The work session ended at 5:57 p.m.

The work session minutes for November 22, 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 sixth day of December 2022.

Submitted by:

City Clerk Melissa McChesney

OUR MISSION

We partner with communities to deliver the finest water and wastewater services available at a competitive price. We are committed to keeping water safe and clean while serving people and taking care of communities with improved technical operations, careful management and financial oversight, and ensured regulatory compliance.

Alliance Water Resources, Inc.

206 S. Keene St.
Columbia, MO
65201

(573)874-8080

OPERATIONS REPORT – PARKVILLE DIVISION

SEPTEMBER 2022

Wastewater Treatment Plant Operations

- The Wastewater plant received 0 inches of precipitation.
- The plant removal efficiency for the month:
 - o 98.0% BOD mg/L
 - o 96.5% TSS mg/L
- The average daily flow 375,000 Gallons.

Wastewater Laboratory Analysis

- Staff performed all required monitoring and process control lab tests.
- The following samples were delivered to Keystone Labs for analysis: NH₃-N (4), BOD⁵ (4).
- Monthly and daily laboratory equipment maintenance and calibrations were performed according to the manufacturer's guidelines.
- Staff performed QA/QC on the laboratory analysis performed at the WWTF.

Wastewater Treatment Plant Compliance

- All regulatory testing completed.

Wastewater Treatment Plant Maintenance

- FTC investigated issues with RAS pump VFD.

Collection System Operations

- Staff conducted four sewer inspection.
- Staff completed 232 sewer locates.
- Staff performed normal maintenance and monitoring.
- Staff investigated sewer damage at 5505 Spinnaker.
- Staff investigated sewer leak on Coffee Rd.
- Staff investigated 2 sewer leaks on Kelli Dr.
- Staff investigated SSO at White Oak and Lakeview.
- Staff investigated force main stoppage on 45 Hwy.
- Aeration Basin #1 upgrade started.

Bio-solids

- Staff applied 1 dry ton.

Safety

- Staff monthly safety meeting subjects:
 - o Working Alone Safely
 - o Crane Operation Safety

OPERATIONS REPORT – PARKVILLE DIVISION

Loading

Hydraulic	375,000 gallons per day
Organic	17.5 lbs. of BOD per day (542.5 lbs. per month)
Non-Organic	17.8 lbs. of TSS per day (551.8 lbs. per month)

NPDES Effluent Permit Parameters

Parameter	Monthly Average	Permit Limit
pH	6.6 Min. and 7.4 Max	6.5 - 9.0
TSS	5.69 mg/L	30 mg/L
BOD₅	5.6 mg/L	25 mg/L
NH₃-N	0.12 mg/L	3.0 mg/L
E. coli Coliform	70.2 # / 100 mL	206 #/100 mL
O & G	2 mg/L	10.0 mg/L (quarterly)
T. Phosphorus	2.46 mg/L	Monitoring Only (quarterly)
T. Nitrogen	17.3 mg/L	Monitoring Only (quarterly)
SM1 T. Phosphorus	0.25 mg/L	Monitoring Only (quarterly)
SM1 T. Nitrogen	0.05 mg/L	Monitoring Only (quarterly)

Removal Efficiency

Parameter	Monthly Average	Permit Limit
Organic	98.0%	85%
Non-Organic	96.5%	85%

Biosolids

Report Period	Year to Date	
Quantity Applied	66.28 dry tons	1 dry tons
Acres Applied	56 acres	5 acres



MISSOURI DEPARTMENT OF NATURAL RESOURCES
DIVISION OF ENVIRONMENTAL QUALITY
Discharge Monitoring Report For Municipal Wastewater Treatment Plants

NAME OF FACILITY					LOCATION ADDRESS & CITY								COUNTY/REGION	
Parkville Extended Aeration WWTF					12303 NW FF Highway, Parkville, MO 64152								Platte/ KCRO	
MONTH/YEAR		PERMIT NUMBER			OUTFALL NUMBER		TYPE TREATMENT FACILITY							
Oct. 2022		MO-0113085			#001		Extended Air-Activated Sludge							
INFLUENT					EFFLUENT								% Removal	
DATE	pH UNITS	BOD mg/L	TSS mg/L	TEMP °C	FLOW GPD	pH UNITS	BOD mg/L	TSS mg/L	Ammonia as N mg/l	DO mg/L	E. coli COLFRM #/100 ML	TEMP °C	BOD mg/L	TSS mg/L
1					328000									
2					333000	6.82						21.50		
3		292.00	216.00		250000	6.82	5.00	3.25				21.50	98.3	98.5
4					291000	6.71			0.05	6.38		21.50		
5	6.98			21.70	340000	6.55						22.10		
6					610000						34.61	21.40		
7					334000									
8					327000									
9					331000									
10	7.05	279.00	136.00	21.50	357000		2.50	1.75				20.60	99.1	98.7
11					328000	6.56			0.05	6.47		22.10		
12					337000									
13					251000									
14					694000	6.88					22.58	20.20		
15					283000									
16					379000									
17		266.00	106.00		393000	6.62	9.00	8.50				20.00	96.6	92.0
18					357000				0.15	6.21	64.56	17.00		
19					293000									
20	7.16			21.00	373000	6.87						20.50		
21					331000									
22					373000									
23		296.00	142.00		377000		9.00	9.25					97.0	93.5
24	7.12			21.30	364000	6.67			0.30		159.20	22.10		
25					396000									
26					370000									
27					920000	7.36						18.70		
28					274000	6.92				6.73		18.30		
29					331000									
30		273.00	120.00		346000		2.50						99.1	100.0
31	7.13			19.50	360000	6.89			0.05			19.30		
Total		5	5	5	11,631,000.0		28	4	5	4	4	15		
Avg		281	144	21	375,194		5.6	5.69	0.12	6.4	70.2	20.5	98.0	96.5
Min	7.0	266	106	20	250,000	6.6	2.5	1.8	0.05	6.2	22.6	17.0	96.6	92.0
Max	7.2	296	216	22	920,000	7.4	9.0	9.3	0.30	6.7	159.2	22.1	99.1	100.0

QUARTERLY MONITORING					
DATE	Oil & Grease mg/L	Effluent T. Phosphorus µg/L	Effluent T. Nitrogen mg/L	SM1 T. Phosphorus mg/L	SM1 T. Nitrogen mg/L
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11	2	2.46	17.3	0.25	0.05
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					
31					
Total	1	1	1	1	1
Avg	2	2.46	17.3	0.25	0.05
Min					
Max					

OPERATIONAL CONTROLS/LABORATORY TEST REQUIRED FOR "ACTIVATED SLUDGE" PROCESSES

DATE	SLUDGE DISP. LBS. DRY WEIGHT	#1 Aeration Basin					#2 Aeration Basin					Weather Conditions				
		MIXED LIQUOR					MIXED LIQUOR					Outside Ambient Temp ° F	Weather	*RAIN inches	Time	
		pH	DO	MLSS	Settleability		pH	DO	MLSS	Settleability						
					30 min ml	Temp ° C				30 min ml	Temp ° C					
UNITS	mg/l	mg/l				UNITS	mg/l	mg/l								
1			0.1			23.3		1.96				23.5	66	C		12:00
2			0.1			23.1		0.11				23.4	66	C		11:30
3			0.1			23.4	6.4	3.32	4,100	870	23.4	55	C			7:15
4			2.1			23.5	6.4	3.82	3,480	810	23.5	60	C			6:56
5			0.4			23.5	6.34	4.63	3,300	760	23.5	64	O			7:08
6			3.8			23.4	6.33	4.75	2,360	750	23.4	55	C			7:20
7			2.7			23.4	6.29	4.2	4,100	790	23.4	50	O			7:27
8			0.1			22.9		3.85			22.9	50	C			4:48
9			0.1			22.7		3.41			22.7	58	C			10:00
10			1.9			22.8	6.19	2.64	3,600	700	22.7	42	C			7:30
11			2.5			23	6.14	1.65	3,120	700	23	65	R			7:25
12			0.3			23	6.19	3.15	3,040	720	23	60	R		0.3	7:50
13			1.0			23.2	6.64	2.83	2,680	400	22.3	72	O		t	7:07
14							6.55	5.43	4,180	770	22.4	40	C			6:25
15								0.81			22	57	C			10:10
16								0.67			22.1	54	C			9:00
17	1.00						6.39	2.97	4,060	820	22	40	C			7:30
18							6.48	4.27	3,780	740	21.5	30	C			7:12
19							6.55	3.1	3,240	540	21	25	C			7:20
20							6.58	4.92	3,540	480	21	38	C			7:10
21							6.55	5.71	3,260	680	21.2	49	C			7:00
22								5.83			21.7	64	C			7:00
23								0.18			22	72	C			11:09
24							6.67	2.37	4,080	820	22.3	72	O			7:25
25							6.58	3.52	3,620	720	21.8	53	O			7:04
26							6.55	0.12	3,860	710	21.3	40	C			7:05
27							7.31	0.12	2,920	480	20.7	45	C			7:05
28			0.1			20.4	6.68	6	2,360	400	20.6	45	C			7:10
29			0.1			20.4		4.07			20.5	57	C			11:30
30			0.1			20.4		3.71			20.7	58	O			10:11
31			3.9			20.8	6.59	0.12	2,560	420	20.4	52	O			7:20
Total	1.00														0.30	

COMMENTS:

TESTS PERFORMED BY (PRINT)	SIGNATURE	PHONE #	DATE
James Brown		816-215-4017	11-16-2022
REPORT APPROVED BY (PRINT)	SIGNATURE	PHONE #	DATE
Jason Brown		816-215-5690	11-15-2022

ITEM 3.E.

For 12/6/2022

Board of Aldermen Meeting

**CITY OF PARKVILLE
Policy Report**

Date: November 22, 2022

Prepared By:

Melissa McChesney, City Clerk

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve a temporary resort with Sunday sales and microbrewery liquor licenses for Boho Brewing, a new business to be located at 15425 Old Town Drive, Suite 118

BACKGROUND:

Per Parkville Municipal Code Chapter 600, all liquor license applications must be approved by the Board of Aldermen. On November 18, 2022, a liquor license application was submitted by Boho Brewing Missouri LLC dba Boho Brewing, a new business to be located at 15425 Old Town Drive, Suite 118, at Creekside. Per Parkville Municipal Code Section 600.070, Boho Brewing qualifies for a temporary resort liquor license with Sunday sales and a microbrewery liquor license. Since it will be a new business, a temporary resort license is required for the first three months.

Following approval by the Board and receipt of the license fee and remaining supporting documents, 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 a temporary resort with Sunday sales is \$168.75 and the pro-rated fee for the microbrewery license is \$225. These will be coded as revenue in the General Fund.

ALTERNATIVES:

1. Approve the temporary resort with Sunday sales and microbrewery liquor licenses for Boho Brewing.
2. Do not approve the item.
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 liquor licenses for Boho Brewing.

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 and microbrewery liquor licenses for Boho Brewing, a new business to be located at 15425 Old Town Drive, Suite 118.

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: 11/15/2022

SECTION 1.

1. Name of Business: BOHO BREWING MISSOURI LLC DBA BOHO BREWING
2. Type of Business: MICROBREWERY AND RELATED RETAIL BY DRINK
3. Street address where liquor is to be sold: 15425 OLD TOWN DRIE, SUITE 118
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: 1111 MAIN STREET #750, KANSAS CITY MO 64105
6. Phone No. of Business: (816) 824-7939 Fax No. of Business: (816) 221-9010
7. Name of Managing Officer (principal applicant): BRIAN MERTZ
8. Name(s) of any partner(s) in this business (attach separate sheet if necessary):
NA, BUT SEE 9 BELOW
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):
BRIAN MERTZ, 50% MEMBER, 7607 JOHN ANDERS ROAD, PARKVILLE MO
ROBERT MANN, 50% MEMBER, 6710 WEBSTER AVE, KANSAS CITY, KS
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):
LLC FORMED IN MISSOURI 4/21/22--SEE ALL ATTACHED RELATED DOCUMENTS
11. Name(s) and residence address(es) of any other person(s) having financial interest in the building to be used for liquor sales:
NONE

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**
Allows sale of intoxicating liquor of all kinds to person licensed to sell at retail and privilege of selling to licensed wholesalers and soliciting orders for sale of intoxicating liquor of all kinds, to, by, or through licensed wholesaler in Missouri. (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 owned 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.

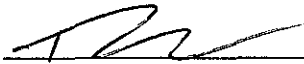
I am prepared to offer all statements, books, records and papers which the City Clerk determines to be necessary to describe the true ownership and management of the business or in the respects necessary to determine my qualifications for this liquor license.

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: 11/15/22

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: November 22, 2022

Prepared By:

Melissa McChesney, City Clerk

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Renew an agreement with CivicPlus authorizing the City Clerk to participate in the CivicClerk Client Advisory Board

BACKGROUND:

On December 9, 2019, the Finance Committee approved an agreement with CivicPlus for agenda and video management software (CivicClerk) for City board and commission meetings.

CivicClerk, a division of CivicPlus, values the input of its clients and membership on the CivicClerk Client Advisory Board provides a collaborative forum for clients to participate in guiding the CivicClerk product roadmap and deepening the relationship, all the while uncovering opportunities and identifying gaps. The CivicClerk Client Advisory Board serves to provide a forum amongst strategic partners to gather input and insight on industry trends, emerging needs and product development issues that are critically important to both client organizations and CivicClerk.

Following an application review process, City Clerk Melissa McChesney was selected to serve on the board for a one-year term. Because the agreement is between the City and CivicPlus, the city attorney recommends approval by the Board of Aldermen. The Board approved the agreement on October 19, 2021.

On November 14, Melissa was recommended to serve another one-year term on the advisory board.

BUDGET IMPACT:

There is no impact to the budget.

ALTERNATIVES:

1. Renew the agreement with CivicPlus.
2. Do not approve the agreement.
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 renewing the agreement with CivicPlus authorizing the City Clerk to participate in the CivicClerk Client Advisory Board.

POLICY:

Because the agreement is between the City and CivicPlus, Board of Aldermen approval is required.

SUGGESTED MOTION:

I move to renew the agreement with CivicPlus authorizing the City Clerk to participate in the CivicClerk Client Advisory Board.

ATTACHMENTS:

1. Agreement

Overview

CivicClerk, a division of CivicPlus, values the input of the 7,000+ clients and the 100,000+ administrative users we serve. As the marketplace changes and your needs evolve, membership on the CivicClerk Client Advisory Board is a way to amplify your voice and elevate the most important challenges you face to ensure focus and action. It provides a collaborative forum for clients to participate in guiding the CivicClerk product roadmap and deepen the relationship, all the while uncovering opportunities and identifying gaps. It also offers a community-like setting where connections are made, ideas are shared, and collective knowledge is developed between other CivicClerk clients.

The CivicClerk Client Advisory Board is just one of the many ways CivicPlus demonstrates our long-term strategic commitment to ensuring we fulfill our mission- to make government work better. We hope you'll agree to join us.

Mission

The CivicPlus mission is *to make government work better*. Client Advisory Board members will be vital contributors to the CivicPlus strategy of achieving this mission.

Goal

The Client Advisory Board serves to provide a forum amongst strategic partners to gather input and insight on industry trends, emerging needs, and product development issues that are critically important to both client organizations and CivicClerk. The Client Advisory Board facilitates the free flow of information between clients and the CivicClerk team to enhance the collective knowledge and improve our shared future.

Objectives

- Organize and focus client recommendations on the most important issues
- Identify and discuss client and industry best practices
- Identify requirements to facilitate the development of future CivicClerk enhancements
- Discuss potential solution and implementation approaches identified by the CivicClerk team

Scope

CivicClerk Client Advisory Board members will have the opportunity to discuss current strategic challenges and emergent trends affecting their organizations and the citizens they serve. Client Advisory Board members will provide real world feedback on the software and services they are using to meet local government and citizen needs--and where current industry software and services are falling short. Likewise, CivicClerk will provide inside knowledge of CivicClerk's strategic direction to gauge whether there is alignment between local government needs and CivicClerk's proposed direction.

CivicClerk Client Advisory Board member organizations can participate as product beta testers and/or focus group members to effectively shape CivicClerk's product and service offerings.

Duration

CivicClerk Client Advisory Board membership will be a 1-year term. At the end of the term, membership will be reviewed. If the commitment becomes too great, CivicPlus requests that CivicClerk Client Advisory Board members give a 90-day notice that they do not wish to proceed with board membership.

Benefits

- Influence on the strategic direction of CivicClerk through direct input on products, services and functionality.
- Access to the CivicClerk Executive Leadership Team and Product Team, as needed.
- Advanced knowledge of CivicClerk product development plans.
- Access to CivicClerk Client Advisory Board peer-group for collective knowledge exchange.
- Ability to nominate other communities for CivicClerk Client Advisory Board membership consideration.

Requirements

Client Advisory Board member organizations agree to:

- Sign a Non-Disclosure Agreement (NDA) with CivicPlus.
- Participate on the CivicClerk Client Advisory Board for a one-year term.
- Give access to other members of the member organization, as needed, for the purpose of gaining insight about specific user personas.
- Share contact information with other CivicClerk Client Advisory Board members, for the purpose of group facilitation and interaction with CivicClerk Client Advisory Board peers.

CivicClerk Client Advisory Board Letter of Agreement



- Actively use a product within the CivicClerk product suite.
- Provide feedback on CivicClerk products that member organizations are not currently using.
- Participate in beta testing programs, as needed, for new products or product features introduced by CivicClerk.
- Attend CivicClerk Client Advisory Board meetings.
- Be used as a reference to CivicClerk prospects.

Participate in case studies discussed during CivicClerk Client Advisory Board meetings.

Meetings

Client Advisory Board meetings will consist of the following:

- **Quarterly:** 1 to 2-hour web-based board meeting
- **Ad-Hoc:** Ad-hoc meetings via web or phone (as necessary for CivicClerk Client Advisory Board members with the CivicClerk Client Advisory Board Facilitators, Executive Leadership Team Members, and/or Product Team.)

Acknowledgements

We, the undersigned, understand the expectation of participation in the CivicClerk Client Advisory Board and further understand that participation in the CivicClerk Client Advisory Board is voluntary and membership of the CivicClerk Client Advisory Board is subject to the sole discretion of CivicPlus.

Client

By: _____

Name: _____

Title: _____

Date: _____

CivicPlus

By:  _____

Name: Eric Grant

Title: VP, General Manager for CivicClerk

Date: November 14, 2022

ITEM 3.G.

For 12/6/2022

Board of Aldermen - Finance Committee Meeting

**CITY OF PARKVILLE
Policy Report**

Date: November 28, 2022

Prepared By:

Brittanie Propes

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve a purchase order from Fries Ag & Turf for a zero turn mower for the Parks and Recreation Department

BACKGROUND:

The 2022 Parks Capital Improvement Program includes the purchase of a zero turn mower for \$18,500. After staff researched and test drove multiple mowers, they determined the best zero turn mower to meet the needs of our parks is the Hustler Excel 2 Diesel mower.

BUDGET IMPACT:

Using Sourcewell, a government agency that insures the lowest contract pricing available (cooperative purchasing program) for government entities, we found this at Fries Ag & Turf in Kearney, MO for \$16,335.19. This item is under budget.

ALTERNATIVES:

1. Approve the purchase of a zero turn mower.
2. Approve the item, subject to changes.
3. Do not approve the item.
4. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends approval of the purchase order for a zero turn mower for the Parks & Recreation Department.

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 from Fries Ag & Turf for a zero turn mower for the Parks and Recreation Department in the amount of \$16,335.19.

ATTACHMENTS:

1. Purchase Order

PURCHASE ORDER
(non-construction)

CITY OF PARKVILLE (PURCHASER)
8880 Clark Avenue
(816) 741-7676

Date: December 6, 2022

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

VENDOR Fries AG & Turf
P.O. Box 446, Kearney, MO 64060
816-759-0499

SHIP TO: Unit to be picked up.

INVOICE TO: Brittanie Propes, Parks & Rec. Director, 8880 Clark Ave., 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 the total sum of **SIXTEEN THOUSAND THREE HUNDRED THIRTY-FIVE DOLLARS AND 19/100 (\$16,335.19)** 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 days after delivery of goods and receipt of invoice. This purchase order is only valid through December 31, 2022..

ITEMS:

Hustler Excel 943249US
HUS-Hustler 2 Diesel 25 HP 72" Deck -
\$21,803.00

27% Discount Cooperative Purchasing -
\$5,886.81

HUS-Kit, Flex Fork 13X - \$419.00

Quote - \$16,335.19

See Attachment "A" - Terms and Conditions
See Attachment "B" - Insurance Requirements (If Delivered)
See Attachment "C" - Quote

SCHEDULE OF DELIVERY:

F.O.B.

City staff will pick up the unit.

Contact Tom Barnard at 816-215-4047

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")

FRIES AG & TURF ("Vendor")

By: _____

By: Brent Miller

Title: Dean Katerndahl, Mayor

Title: General Manager

Date: _____

Date: 11-21-22

Attachment C



100 N. PLATTE CLAY WAY
P.O. BOX 446
KEARNEY, MO. 64060
PHONE: (816) 759-0499
TOLL FREE: (833) 413-4889

QUOTE - DO NOT PAY

Quote: 01-308
Date: 11/7/2022

PO:
Custid: CITY OF PARKV

Cust Email: tbarnard@parkvillemo.gov
Phone: (816) 215-4047
Salesperson: Bmiller
User: Bmiller

Bill To:

CITY OF PARKVILLE
8880 CLARK AVE
PARKVILLE, MO 64152

Ship To:

CITY OF PARKVILLE

Hustler Turf #031121-HTE Sourcewell Contract 27% off MSRP

Item	Type	Description	Qty	Tax	Price	Discount	Net Price
943249US	QU	Hustler Excel 943249US	1.0000		\$21,803.00		
		HUS - HUSTLER Z DUESEL 25HP 72" DECK					
		Line Discount: 27.00%			(\$5,886.81)		
		Total 943249US MSRP: \$21,803.00					\$15,916.19
116281	PA	HUS - KIT, FLEX FORK 13X	1.0000		\$419.00		\$419.00
Total:							\$16,335.19

Totals

Sub Total: \$16,335.19
Total Tax: \$0.00
Invoice Total: \$16,335.19

There will be a 25% restocking fee for any and all items returned. There will be no refund or exchange on electrical parts. All deposits made are final on any type of transaction. All used equipment is sold wholesale as is no warranty unless noted.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/13/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Insurance Management Group 12730 Coldwater Road, Suite 103 Fort Wayne IN 46845	CONTACT NAME: Margaret Mayers PHONE (A/C, No, Ext): (260) 338-2925 E-MAIL ADDRESS: mmayers@insmgl.com FAX (A/C, No): (765) 664-0761
INSURED Road Runners Club of America/2022 and Its Member Clubs 1501 Langston Boulevard, Suite 140 Arlington VA 22209	INSURER(S) AFFORDING COVERAGE INSURER A: National Casualty Company INSURER B: Nationwide Life Insurance Company INSURER C: INSURER D: INSURER E: INSURER F:
	NAIC # 11991 66869

COVERAGES **CERTIFICATE NUMBER:** 2022 \$1M A.I. **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Legal Liability to Participant \$1,000,000 GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☒ OTHER: Per Event Basis			KRO0000008971200	12/31/2021	12/31/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 Abuse and Molestation \$ 500,000
	☒ AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY			KRO0000008971200	12/31/2021	12/31/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	☐ UMBRELLA LIAB ☐ EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	☐ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐ N/A					PER STATUTE E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Excess Medical & Accident (\$250 Deductible/Claim)			BAX0000031850400	12/31/2021	12/31/2022	Excess Medical \$10,000 AD & Specific Loss \$2,500

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Parkville, MD IS NAMED AS AN ADDITIONAL INSURED AS RESPECTS TO THEIR INTEREST IN THE OPERATIONS OF THE NAMED INSURED.
DATE OF EVENT(S): 11/24/22 Parkville Turkey Trail Trot 5K INSURED RRCA CLUB/EVENT MEMBER: KC Northland Runners ATTN: Stacey Slover, 3618 N CHELSEA AVE, KANSAS CITY MO 64117 ATTACHED: CG2010 & KRGL79 Processed by RMV

CERTIFICATE HOLDER 11/24/22 City of Parkville 8800 Clark Ave Parkville 2 MO 64152	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Jerry R. Diller
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State Farm Insurance

PO Box 2915
Bloomington, IL 61702-2915



KC PINEAPPLE WHIP LLC
5601 NE LAKE DR
KANSAS CITY MO 64118-5228

State Farm Fire and Casualty Company
A stock company with home offices in Bloomington, Illinois

Your State Farm Agent

Bryan Lopez

7233 N Oak Trfy
Gladstone MO 64118-1852

Bus: 816-678-0749

Email: bryan.a.lopez.vaatha@statefarm.com

Amended Declarations

Policy number: 95-L9-1514-3

Policy period: 12 months

The policy period begins and ends at 12:01 am standard time at the premises location.

Effective date: October 12, 2022

Expiration date: May 11, 2023

FOOD SHOP POLICY

Automatic renewal - If the State Farm® policy period is shown as **12 months**, this policy will be renewed automatically subject to the premiums, rules and forms in effect for each succeeding policy period. If this policy is terminated, we will give you and the Mortgagee/Lienholder written notice in compliance with the policy provisions or as required by law.

NAMED INSURED

KC PINEAPPLE WHIP LLC

ENTITY

Limited Liability Company

IMPORTANT MESSAGE(S)

State Farm at CityLine Telephone Number: 309-763-1000

REASONS FOR DECLARATIONS

Your policy is amended effective October 12, 2022 due to some recent policy changes you requested. Enclosed is a copy of your new endorsements, if any.

POLICY PREMIUM

This is not a bill. If an amount is due, then a separate statement will be sent prior to the due date. The premium(s) shown below are for the policy period and policy characteristics as described in this Declarations.

Change in premium: none*

*Minimum Premium

Discounts applied:

Business Experience Rating

Business in Residence Premises

**SECTION I - PROPERTY SCHEDULE**

Location number	Location of described premises	Limit of Insurance* Coverage A - Buildings	Limit of Insurance* Coverage B - Business Personal Property	Seasonal Increase - Business Personal Property
001	5601 NE Lake Dr Kansas City MO 64118-5228	No Coverage	\$10,600	25%

* As of the effective date of this policy, the Limit of Insurance as shown includes any increase in the limit due to Inflation Coverage.

SECTION I - INFLATION COVERAGE INDEX(ES)

Cov A - Inflation Coverage Index:	N/A
Cov B - Consumer Price Index:	278.8

SECTION I - DEDUCTIBLES

BASIC DEDUCTIBLE \$500

SPECIAL DEDUCTIBLES:

Employee Dishonesty:	\$250
Equipment Breakdown:	\$500
Money and Securities:	\$250

Other deductibles may apply - refer to policy.

SECTION I - EXTENSIONS OF COVERAGE - LIMIT OF INSURANCE - EACH DESCRIBED PREMISES

The coverages and corresponding limits shown below apply separately to each described premises shown in these Declarations, unless indicated by "See schedule". If a coverage does not have a corresponding limit shown below, but has "Included" indicated, refer to that policy provision for an explanation of that coverage.

Coverage	Limit of Insurance
Accounts Receivable	
On Premises	\$10,000
Off Premises	\$5,000
Arson Reward	\$5,000
Back-up of Sewer or Drain	\$15,000
Collapse	Included
Damage to Non-owned Buildings from Theft, Burglary or Robbery	Coverage B Limit
Debris Removal	25% of covered loss
Equipment Breakdown	Included
Fire Department Service Charge	\$5,000
Fire Extinguisher Systems Recharge Expense	\$5,000
Food Contamination - Loss of Income	
Additional Advertising Expenses	\$3,000
Per Occurrence	\$10,000

**CITY OF PARKVILLE
Policy Report**

Date: November 30, 2022

Prepared By:

Alysen Abel, Public Works Director

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve a construction agreement with She Digs It for emergency sewer repairs

BACKGROUND:

The City maintains the wastewater collection system that includes sanitary sewer gravity and force mains. The gravity system is evaluated through the annual CCTV program, providing information on the overall pipe condition for project prioritization. Although the City is aggressively evaluating and repairing the sewer system, there are occasional emergency repairs that are necessary.

There were three emergency repairs that were necessary recently:

1. **KELLY DRIVE** - Staff was alerted to a sewer issue in Kelly Industrial Park. Based on further evaluation, it was found that this damage was caused by a previous boring contractor who performed work in 2021. H&H Septic was not available for the immediate repair. She Digs It was working locally on the wastewater plant at the time, and had the equipment and flat work crew available to assist with all of the trades necessary to perform the repair quickly. Staff will submit the invoice for the work to the boring contractor for reimbursement. The total amount of the Kelly Drive Repair is \$10,217.30.
2. **HWY 45 MAIN** - There was an obstruction in the 4-inch main along Hwy 45, between Hwy 9 and Riss Lake Drive. Due to the configuration of the system, there was limited space to make the repair. Due to the complexity of the repair, the City utilized both H&H Septic and She Digs It on this repair. The total amount of the Hwy 45 Repair is \$5,856.00.
3. **SPINNAKER REPAIR** - Due to the boring operation with AT&T in Riss Lake, there was damage done to the City's forcemain on Spinnaker. H&H Septic was not available to perform the repairs immediately. She Digs It was working locally on the wastewater plant at the time, and had the equipment available to assist with vacuuming the line to identify the damage and minimize the total amount of digging necessary to identify the issues, which resulted in reduced amount of yard damage and restoration. Staff will submit the invoice for this work to the boring contractor for reimbursement. The total amount of the Spinnaker Repair is \$12,490.20.

She Digs It (SDI) was the low bidder on the Wastewater Treatment Facility Aeration Basin and Stair Reconstruction project. They were on-site at the wastewater treatment facility when the damage was discovered to the sewer collection mains. SDI had the equipment and the personnel available to immediately perform the repairs. Furthermore, they had the required insurance paperwork already on file with the City. They worked on a time-material basis to perform these repairs, with oversight from City staff.

BUDGET IMPACT:

The 2022 Sewer Fund includes funding for emergency sewer line repairs (line item 30-501.07-34-00). There is capacity in the budget to handle this expense. The City will submit reimbursement requests to two utility contractors who caused the damage.

ALTERNATIVES:

1. Approve a construction agreement with She Digs It for the emergency sewer repairs.
2. Provide direction to staff regarding the emergency sewer repairs.
3. Do not approve the construction agreement.

FINANCE COMMITTEE RECOMMENDATION:

The invoices were not received until after the packet deadline for the November 28th Finance Committee meeting. Although this item was not included in the Finance Committee packet, the emergency repairs and subsequent expenses were outlined during the Finance Committee meeting.

STAFF RECOMMENDATION:

Staff recommends the approval of a construction agreement with She Digs It for the emergency repairs at (1) Kelly Drive; (2) Hwy 45; and (3) Spinnaker Drive.

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 emergency repairs in the amount of \$28,564.50.

ATTACHMENTS:

1. Agreement
2. Sewer Repairs Outline

CITY OF PARKVILLE, MO

**AGREEMENT BETWEEN CITY OF PARKVILLE
AND SDI (She Digs It, LLC)
FOR**

PUBLIC IMPROVEMENT OF:

EMERGENCY SANITARY SEWER REPAIRS

This agreement is made and entered into this **6th day of December, 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 Kansas 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 **TWENTY-EIGHT THOUSAND FIVE HUNDRED SIXTY-FOUR DOLLARS AND 50/100 (\$28,564.50)** (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 within **30 days of the NOTICE TO PROCEED**. In addition, from the time Contractor mobilizes to the site, all improvements shall be complete within 30 calendar days. 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 **\$200.00** for each and every calendar day the work remains incomplete over the specified completion time. Additional time requirements are set forth on the Drawings.

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 and Payment 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:

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	List of Specifications (by Section number) including all addenda thereto
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 thru counterparts of this contract in the prescribed form and manner, the 6th day of December, 2022.

CITY OF PARKVILLE, MISSOURI

By: DEAN KATERNDAHL

Title: 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.)

Attachment 1



COST WORKSHEET

Date: November 16, 2022

Reason for Cost:

6214 KELLY DRIVE - MADE REPAIRS TO A FORCEMAIN
CAUSED BY BORING CONTRACTOR - POURED DRIVEWAY
FOLLOWING DAY (10/10/22 & 10/11/22)

Owner Name: Parkville, MO

Owner Contract No.

SDI Project No. 22062

Time Extension:

LABOR						
Description	Base Rate	Overtime Rate	Base Hours	Overtime Hours	Extension	Totals
Supervisor	\$ 110.00	\$ 165.00	2.0	0.0	\$ 220.00	
2 Man Crew W/ Excavation Equipment	\$ 350.00	\$ 450.00	0.0	0.0	\$ -	
3 Man Crew W/ Excavation Equipment	\$ 490.00	\$ 640.00	9.0	0.0	\$ 4,410.00	
4 Man Crew W/ Excavation Equipment	\$ 680.00	\$ 795.00	0.0	0.0	\$ -	
Equipment Operator (Camera/Jetter)	\$ 94.00	\$ 141.00	4.0	0.0	\$ 376.00	
Concrete Finisher	\$ 67.00	\$ 100.50	12.0	0.0	\$ 804.00	
Dump Truck Driver	\$ 94.00	\$ 141.00	9.0	0.0	\$ 846.00	
Labor Subtotal						\$ 6,656.00

Equipment				
Description	Hourly Operating Rate	Operating Hours	Extension	Totals
Camera Truck - 4 Hr Minimum + Drive time	\$ 300.00	0.00	\$ -	
Jetter Combo - 4 Hr Minimum + Drive time	\$ 300.00	4.00	\$ 1,200.00	
Tandem Dump Truck	\$ 50.00	9.00	\$ 450.00	
				\$ -
				Subcontractor Subtotal \$ 1,650.00

MATERIALS					
Description	Quantity	Unit	Unit Price	Extension	Totals
Dump Fees	3	EA	\$ 100.00	\$ 300.00	
Aggregate	15	TN	\$ 28.00	\$ 420.00	
Concrete - Century/Fordyce	6	CY	\$ 157.00	\$ 942.00	
Material Subtotal					\$ 1,662.00

SUMMARY							
Description	Quantity	Unit	Subtotal	Markup %	Markup Extension	Subtotal Plus Markup	Totals
MATERIALS	1	LS	\$ 1,662.00	15%	\$ 249.30	\$ 1,911.30	
Summary Subtotal							\$ 10,217.30

TOTAL \$ 10,217.30

Attachment 2



COST WORKSHEET

Date: November 16, 2022

Reason for Cost:
VAC OUT 4" MAIN

Owner Name: Parkville, MO

Owner Contract No.

SDI Project No. 22062

Time Extension:

LABOR						
Description	Base Rate	Overtime Rate	Base Hours	Overtime Hours	Extension	Totals
Supervisor	\$ 110.00	\$ 165.00	0.0	0.0	\$ -	
2 Man Crew W/ Excavation Equipment	\$ 350.00	\$ 450.00	0.0	0.0	\$ -	
3 Man Crew W/ Excavation Equipment	\$ 490.00	\$ 640.00	0.0	0.0	\$ -	
4 Man Crew W/ Excavation Equipment	\$ 680.00	\$ 795.00	0.0	0.0	\$ -	
Equipment Operator (Camera/Jetter)	\$ 94.00	\$ 141.00	24.0	0.0	\$ 2,256.00	
Concrete Finisher	\$ 67.00	\$ 100.50	0.0	0.0	\$ -	
Dump Truck Driver	\$ 94.00	\$ 141.00	0.0	0.0	\$ -	
Labor Subtotal						\$ 2,256.00

Equipment				
Description	Hourly Operating Rate	Operating Hours	Extension	Totals
Camera Truck - 4 Hr Minimum + Drive time	\$ 300.00	0.00	\$ -	
Jetter Combo - 4 Hr Minimum + Drive time	\$ 300.00	12.00	\$ 3,600.00	
Tandem Dump Truck	\$ 50.00	0.00	\$ -	
Subcontractor Subtotal				\$ 3,600.00

MATERIALS					
Description	Quantity	Unit	Unit Price	Extension	Totals
Dump Fees	0	EA	\$ 100.00	\$ -	
Aggregate	0	TN	\$ 28.00	\$ -	
Concrete - Century/Fordyce	0	CY	\$ 157.00	\$ -	
Material Subtotal					\$ -

SUMMARY							
Description	Quantity	Unit	Subtotal	Markup %	Markup Extension	Subtotal Plus Markup	Totals
MATERIALS	1	LS	\$ -	15%	\$ -	\$ -	
Summary Subtotal							\$ 5,856.00

TOTAL \$ 5,856.00

Attachment 3



COST WORKSHEET

Reason for Cost:
SPINNAKER AVENUE - 10.07.2022

Date: November 16, 2022

Owner Name: Parkville, MO

Owner Contract No.

SDI Project No. 22062

Time Extension:

LABOR						
Description	Base Rate	Overtime Rate	Base Hours	Overtime Hours	Extension	Totals
Supervisor	\$ 110.00	\$ 165.00	2.0	0.0	\$ 220.00	
2 Man Crew W/ Excavation Equipment	\$ 350.00	\$ 450.00	0.0	0.0	\$ -	
3 Man Crew W/ Excavation Equipment	\$ 490.00	\$ 640.00	8.0	2.0	\$ 5,200.00	
4 Man Crew W/ Excavation Equipment	\$ 680.00	\$ 795.00	0.0	0.0	\$ -	
Equipment Operator (Camera/Jetter)	\$ 94.00	\$ 141.00	0.0	0.0	\$ -	
Concrete Finisher	\$ 67.00	\$ 100.50	12.0	0.0	\$ 804.00	
Dump Truck Driver	\$ 94.00	\$ 141.00	10.0	0.0	\$ 940.00	
Labor Subtotal						\$ 7,164.00

Equipment				
Description	Hourly Operating Rate	Operating Hours	Extension	Totals
Camera Truck - 4 Hr Minimum + Drive time	\$ 300.00	0.00	\$ -	
Jetter Combo - 4 Hr Minimum + Drive time	\$ 300.00	12.00	\$ 3,600.00	
Tandem Dump Truck	\$ 50.00	4.00	\$ 200.00	
			\$ -	
Subcontractor Subtotal				\$ 3,800.00

MATERIALS					
Description	Quantity	Unit	Unit Price	Extension	Totals
Dump Fees	2	EA	\$ 100.00	\$ 200.00	
Aggregate	5	TN	\$ 28.00	\$ 140.00	
Concrete - Century/Fordyce	4	CY	\$ 157.00	\$ 628.00	
Flowable Fill - Century/Fordyce	2	CY	\$ 180.00	\$ 360.00	
Material Subtotal					\$ 1,328.00

SUMMARY							
Description	Quantity	Unit	Subtotal	Markup %	Markup Extension	Subtotal Plus Markup	Totals
MATERIALS	1	LS	\$ 1,328.00	15%	\$ 199.20	\$ 1,527.20	
Summary Subtotal							\$ 12,491.20

TOTAL \$ 12,491.20



SheDigsIt, LLC

Work Order

PAGE 1

Work For:		AWR					Set Up No. 1	Clean Type	TV Type	Sewer Type	Diameter	Direction of survey	Root Cut	
Address:		6211 NW KELLY DR												
Phone:		816-215-5690		Report To:		JASON BROWN	Street:						Complete:	Footage:
Contact At:				Contact Email:			UPSTREAM:			Start Time				
Work To Be Done:		POT HOLE FOR SEWAR LINE					DOWNSTREAM:			Finish Time		Tap Cuts	Location Code	
							Remarks:							
Equipment	Name of Personnel LEAD OPERATOR FIRST	Lunch	Shop	job	Travel	Total	Set Up No. 3	Clean Type	TV Type	Sewer Type	Diameter	Direction of survey	Root Cut	
V-52	JAKE	0	0	2	0	2								
V-53	JOSH W	0	0	2	0	2	Street:						Complete:	Footage:
							UPSTREAM:			Start Time				
							DOWNSTREAM:			Finish Time		Tap Cuts	Location Code	
							Remarks:	HOLE IN PIPE						
	Total	0	0	4	0	4	Set Up No. 4	Clean Type	TV Type	Sewer Type	Diameter	Direction of survey	Root Cut	
Comments														
							Street:						Complete:	Footage:
							UPSTREAM:			Start Time				
							DOWNSTREAM:			Finish Time		Tap Cuts	Location Code	
							Remarks:	HOLE IN PIPE						
							Set Up No. 5	Clean Type	TV Type	Sewer Type	Diameter	Direction of survey	Root Cut	
							Street:						Complete:	Footage:
							UPSTREAM:			Start Time				
							DOWNSTREAM:			Finish Time		Tap Cuts	Location Code	
							Remarks:							
							Set Up No. 6	Clean Type	TV Type	Sewer Type	Diameter	Direction of survey	Root Cut	
							Street:						Complete:	Footage:
							UPSTREAM:			Start Time				
							DOWNSTREAM:			Finish Time		Tap Cuts	Location Code	
Remarks:														
Set Up No.7	Clean Type	TV Type	Sewer Type	Diameter	Direction of survey	Root Cut								
Street:						Complete:	Footage:							
UPSTREAM:			Start Time											
DOWNSTREAM:			Finish Time		Tap Cuts	Location Code								
Remarks:														
Page 2=							Oft.	Page 3=	Oft.	Total Footage	Oft.			
SheDigsIt, LLC							Set Up No. 8	Clean Type	TV Type	Sewer Type	Diameter	Direction of survey	Root Cut	



SheDigsIt, LLC

Work Order

PAGE 1

Work For: PARKVILLE PUBLIC WORKS							Set Up No. 1	Clean Type	TV Type	Sewer Type	Diameter	Direction of survey	Root Cut						
Address:																			
Phone: 816-215-5690							Report To: JASON	Street:						Complete:	Footage:				
Contact At:							Contact Email:	UPSTREAM:						Start Time					
Work To Be Done: VAC OUT PIT/CLEAN 4" MAIN							DOWNSTREAM:						Finish Time	Tap Cuts	Location Code				
Equipment							Name of Personnel LEAD OPERATOR FIRST	Lunch	Shop	job	Travel	Total	Remarks:						
V-52							JAKE R	0	2	10	0	12							
V-53							JOSH W	0	2	10	0	12	Street:	Complete:	Footage:				
													UPSTREAM:	Start Time					
													DOWNSTREAM:	Finish Time	Tap Cuts	Location Code			
													Remarks:						
							Total	0	4	20	0	24	Set Up No. 4	Clean Type	TV Type	Sewer Type	Diameter	Direction of survey	Root Cut
Comments																			
							Street:						Complete:	Footage:					
							UPSTREAM:						Start Time						
							DOWNSTREAM:						Finish Time	Tap Cuts	Location Code				
							Remarks:												
							Set Up No. 5						Clean Type	TV Type	Sewer Type	Diameter	Direction of survey	Root Cut	
							Street:						Complete:						Footage:
							UPSTREAM:						Start Time						
							DOWNSTREAM:						Finish Time	Tap Cuts	Location Code				
							Remarks:												
							Set Up No. 6						Clean Type	TV Type	Sewer Type	Diameter	Direction of survey	Root Cut	
							Street:						Complete:						Footage:
							UPSTREAM:						Start Time						
							DOWNSTREAM:						Finish Time	Tap Cuts	Location Code				
							Remarks:												
							Set Up No.7						Clean Type	TV Type	Sewer Type	Diameter	Direction of survey	Root Cut	
							Street:						Complete:						Footage:
							UPSTREAM:						Start Time						
DOWNSTREAM:						Finish Time	Tap Cuts	Location Code											
Remarks:																			
Page 2=						Oft.	Page 3=	Oft.	Total Footage	Oft.									
Set Up No. 8						Clean Type	TV Type	Sewer Type	Diameter	Direction of survey	Root Cut								

SheDigsIt, LLC

**CITY OF PARKVILLE
Policy Report**

Date: December 2, 2022

Prepared By:

Alexa Barton, City Administrator

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve an agreement with Randy Hollar, LLC for Incode assistance and training

BACKGROUND:

The City of Parkville requires professional services to review, assess, assist and train City staff on best practices and utilization of Incode, the City's financial accounting system, for improved efficiency(ies), reports, details, and productiveness within all departments. Current employees have never received formal training on the system.

Randy Hollar is a CPA and has worked with InCode for over 28 years. His vast experience is centered around InCode 9, which is the City's financial accounting system.

BUDGET IMPACT:

There is available funding under Professional Services within the General Fund

ALTERNATIVES:

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

FINANCE COMMITTEE RECOMMENDATION:

This item was previously brought to the Finance Committee. At the meeting in early 2022, they generally agreed to the need of InCode assistance and recommended bringing it to the Board of Aldermen when prepared.

STAFF RECOMMENDATION:

Staff recommends approval of the contract with Randy Hollar, LLC.

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 the agreement to Randy Hollar, LLC to review, assess, assist and train city staff on best practices and utilization of Incode, the city's financial accounting system.

ATTACHMENTS:

1. Agreement

PROFESSIONAL SERVICES AGREEMENT FOR CONSULTING AND TRAINING SERVICES

THIS SERVICE AGREEMENT, entered into on this 6th day of December, 2022 by and between the CITY OF PARKVILLE, MISSOURI ("City") and Randy Hollar. ("Service Provider").

WHEREAS, the City requires professional services to review, assess and train city staff on best practices and utilization of Incode, the city's financial accounting system, for efficiency(ies), reports, details, and productiveness within all departments ("Services"); and

WHEREAS, the Service Provider has served for over 28 years as Incode customer service and onboarding coordinator, and is determined to possess the necessary skills, qualifications and expertise to provide the Services.

NOW THEREFORE, IN CONSIDERATION of the mutual covenants and agreements set forth herein, the parties mutually agree as follows:

I. SCOPE OF SERVICES

A. The term "Services" when used in this Agreement shall mean any review, reporting and training related services provided by the Service Provider in accordance with this Agreement.

- i. The City agrees to retain Service Provider and Service Provider agrees to provide an overview of current use to best practices, and train where requested. In addition, Service Provider will review related city operations and make recommendations as to how existing or additional modules, such as Payroll, Human Resources, Utility Billing, etc. may streamline current practices and increase efficiencies, and provide better customer service to the citizens of Parkville.
- ii. The service provider will perform and provide an assessment of Incode version 9 (current City platform) and provide a report to the City identifying suggestions revisions/updates recommended based on best financial accounting and procedural practices; and
- iii. Provide training, to be agreed upon, for city staff.

B. The City reserves the right to direct revision of the Services at the City's discretion. Service Provider shall advise the City of additional costs and time delays, if any, in performing the service, before Service Provider performs the revised services.

II. STANDARD OF CARE

- A. Service Provider shall exercise the same degree of care, skill, and diligence in the performance of all Services to the City that is ordinarily possessed and exercised by reasonable, prudent, and experienced professionals under similar circumstances.
- B. Service Provider represents it has all necessary knowledge and experience required to perform the Services described herein.

III. COMPENSATION

- A. As consideration for providing the Services, the City shall pay Service Provider as follows:
 - i. Services will be billed up to \$800 for a 10 hour day or an hourly rate of \$95.00 per hour with direct billing for per diem related travel expenses.
- B. Service Provider shall submit an itemized invoice to the City that details the service provided, as well as any other charges or reimbursements to which the Service Provider is entitled by this Agreement. The City agrees to pay the balance of an approved invoice, or undisputed portions of a disputed invoice, within 30 days of the date of receipt by the City. In the event of a dispute, and prior to the invoice's due date, City shall pay the undisputed portion of the invoice and notify Service Provider of the nature of the dispute regarding the balance.
- C. Service Provider shall maintain accounts and records, including personnel, property, and financial records, adequate to identify and account for all costs pertaining to the Agreement and such other records as may be deemed necessary by the City to assure proper accounting for all funds. These records will be made available for audit purposes to the City or any authorized representative, and will be retained for three years after the expiration of this Agreement unless permission to destroy them is granted by the City.

IV. SCHEDULE

- A. Service Provider shall commence performance of the Services as agreed upon after execution of this Agreement.
- B. Neither the City nor the Service Provider shall be in default of the Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party.
- C. If Service Provider's performance is delayed due to delays caused by the City, Service Provider shall have no claim against the City for damages or payment adjustment other than the necessary time to perform the Services.

V. LIABILITY AND INDEMNIFICATION

- A. Service Provider shall indemnify, defend and hold harmless the City and its departments, elected officials, officers, employees and agents, from and against all liability, suits, actions, proceedings, judgments, claims, losses, damages, and injuries (including attorneys' fees and other expenses of litigation, arbitration, mediation or appeal), which in whole or in part arise out of or have been connected with Service Providers' negligence, error, omission, recklessness, or wrongful or criminal conduct in the performance of Services, including performance by Service Provider's employees and agents; or arising from any claim for libel, slander, defamation, copyright infringement, invasion of privacy, piracy and/or plagiarism related to any materials related to materials Service Provider creates or supplies to the City, except to the extent that such claims arise from materials created or supplied by the City.
- B. Service Provider's obligation to indemnify and hold harmless shall remain in effect and shall be binding on Service Provider whether such injury shall accrue, or may be discovered, before or after termination of this Agreement.

VI. ASSIGNMENT OF AND RESPONSIBILITY FOR PERSONNEL

While upon City premises, the Service Provider shall be subject to the City's rules and regulations respecting its property and the conduct of employees thereon.

VII. OWNERSHIP OF WORK PRODUCT

Service Provider agrees that any documents, materials and work products produced in whole or in part through it under this Agreement, any intellectual property rights of Service Provider therein (collectively the "Works") are intended to be owned by the City. Accordingly, Service Provider hereby assigns to the City all of its right title and interest in and to such Works.

VIII. RELATIONSHIP OF THE PARTIES

- A. All of the Services required hereunder will be performed by the Service Provider, and shall be fully qualified and shall be authorized or permitted under State and Local law to perform such services.
- B. None of the work or services covered by this Agreement shall be subcontracted without the prior written approval of the City. Any work or services subcontracted hereunder shall be specified by written contract or agreement and shall be subject to each provision of this Agreement.

IX. NOTICES

- A. All notices required by this Agreement shall be in writing, and unless otherwise directed by this Agreement, shall be sent to the addresses as set forth in this Section:
- B. Notices sent by Service Provider shall be sent to:
 - City of Parkville
 - Attn: City Administrator
 - 8880 Clark Ave.
 - Parkville, MO 64152
 - abarton@parkvillemo.gov
- C. Notices sent by the City shall be sent to:
 - Randy Hollar
 - 6517 Ladybank Court W
 - Cleburne, TX 76033
 - randy@randyhollar.com, 940-390-1651

X. TERM AND TERMINATION

- A. The effective date of this Agreement shall be the date of execution, when the Agreement is signed by both parties.
- B. The term of this Agreement shall be until all Services are satisfactorily completed and accepted by the City.

XI. MISCELLANEOUS PROVISIONS

- A. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the State of Missouri.
- B. Assignability. Service Provider shall not assign any interest on this Agreement, and shall not transfer any interest in the same (whether by assignment or invitation), without the prior written consent of the City thereto. Provided, however, that the claims for money by Service Provider from the City under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval. Written notice of any such assignment or transfer shall be furnished promptly to the City.
- C. Media Announcements. Service Provider shall not be authorized to make statements to the media or otherwise on behalf of the City without express direction and consent of the City
- D. Compliance with Local Laws. Service provider shall comply with all applicable laws, ordinances, and codes of the State and local governments, and shall save the City harmless with respect to any damages arising from any tort done in performing any of the work embraced by this Agreement.
- E. Equal Employment Opportunity. During the performance of this Agreement, Service Provider agrees they will not discriminate because of race, creed, color, national origin, religion, or sex.
- F. Interest of Members of a City. No member of the governing body of the City and no other officer, employee, or agent of the City who exercises any functions or responsibilities in connection with the planning and carrying out of this Agreement, shall have any personal financial interest, direct or indirect, in this Agreement, and Service Provider shall take appropriate steps to assure compliance.
- G. Interest of Service Provider and Employees. Service Provider covenants that he/she presently has no interest and shall not acquire interest, direct or indirect, in the study area or any parcels therein or any other interest which would conflict in any manner or degree with the performance of his/her services hereunder. Service Provider further covenants that in the performance of this Agreement, no person having any such interest shall be employed.
- H. Entire Agreement. This Agreement represents the entire Agreement and understanding between the parties, and this Agreement supersedes any prior negotiations, proposals, or agreements. Unless otherwise provided in this Agreement, any amendment to this Agreement shall be in writing and shall be signed by the City and Service Provider, and attached hereto.
- I. Severability. If any part, term or provision of this Agreement, or any attachments or amendments hereto, is declared invalid, void, or enforceable, all remaining parts, terms, and provisions shall remain in full force and effect.
- J. Waiver. The failure of either party to require performance of this Agreement shall not affect such party's right to enforce the same. A waiver by either party of any provision of breach of this Agreement shall be in writing. A written waiver shall not affect the waiving party's rights with respect to any other provision or breach.
- K. Third Parties. The Services to be performed by the Service Provider are intended solely for the benefit for the City. Nothing contained herein shall create a contractual relationship with, or any rights in favor of, any person or entity not a signatory to this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the date first above written.

CITY OF PARKVILLE, MISSOURI

By: _____

Dean Katerndahl, Mayor

ATTEST:

Melissa McChesney, City Clerk

By: 
Randy Hollar

Q3 2022 Variance Report - General Fund Revenue

<i>Revenues</i>	Previous Year					Current Year					Current Year Projections	
	----- 2021-----					----- 2022 -----					---- FY 2022 Projections ----	
	Budget	YTD as of 9/30/2021	% of Budget	2021 Total Revenue	% of Budget	Budget	YTD as of 9/30/2022	% of Budget	Budget Remaining (Over)/Under	Avg Monthly Revenue	Projected 2022 Revenue	Projected (Over)/Under
Administration												
Property Taxes	\$ 1,398,198	\$ 1,397,410	100%	\$ 1,402,592	100%	\$ 1,470,063	\$ 1,472,920	100%	\$ (2,857)	\$ 163,658	\$ 1,472,920	\$ (2,857)
Licenses	62,700	65,553	105%	70,583	113%	71,594	56,656	79%	14,938	6,295	75,541	(3,947)
Permits	389,100	375,482	97%	518,981	133%	496,139	404,910	82%	91,229	44,990	539,880	(43,741)
Franchise Fees	859,000	470,732	55%	812,268	95%	858,000	506,785	59%	351,215	56,309	675,713	182,287
Sales Taxes	1,140,000	869,559	76%	1,259,956	111%	1,176,204	1,032,983	88%	143,221	114,776	1,377,311	(201,107)
Other Revenue	34,194	27,755	81%	30,885	90%	30,905	34,467	112%	(3,562)	3,830	45,956	(15,051)
Court Revenue - Fines	130,000	54,629	42%	66,310	51%	75,000	25,877	35%	49,123	2,875	34,503	40,497
Interest Income	7,500	4,832	64%	5,531	74%	6,763	11,045	163%	(4,282)	1,227	14,727	(7,964)
Misc. Revenue	513,820	192,134	37%	306,884	60%	549,907	431,446	78%	118,461	47,938	575,261	(25,354)
Transfers IN	1,016,200	356,250	35%	566,200	56%	1,077,936	431,250	40%	646,686	47,917	575,000	502,936
Total General Fund Revenue	\$5,550,712	\$3,814,336	69%	\$ 5,040,190	91%	\$5,812,511	\$4,408,339	76%	\$ 1,404,172	\$ 489,815	\$ 5,386,812	\$ 425,699

Q3 2022 Budget Variance Report - General Fund Expenses

As of 9/30/2022

Previous Year			
----- 2021-----			
Budget	YTD as of 9/30/2021	% of Budget	Audited Annual Expenses

Current Year			
----- 2022 -----			
Budget	YTD as of 9/30/2022	% of Budget	Budget Remaining (Over)/Under

Current Year Projections			
----- FY 2022 Projections -----			
Avg Monthly Expense	Projected 2022 Expenses	% of Budget	Projected (Over)/Under

Administration

Personnel (501.01)	\$ 626,831	\$ 435,497	69%	\$ 575,426
Insurance (501.02)	217,195	191,976	88%	201,752
Utilities (501.03)	89,976	57,237	64%	79,245
Capital Expenditures (501.04)	624	230	37%	395
Office Expenditures (501.05)	7,250	3,350	46%	6,769
Maintenance (501.06)	45,150	25,410	56%	41,494
City Services (501.07)	10,600	7,610	72%	18,796
Professional Fees (501.08)	370,240	390,427	105%	515,065
Other Expenditures (501.09)	20,400	10,831	53%	19,174
Transfers Out (501.20)	359,420	-	0%	359,420
Total Admin Expenditures	\$1,747,686	\$1,122,568	64%	\$ 1,817,536

\$ 599,704	\$ 500,539	83%	\$ 99,165
218,981	184,738	84%	34,243
90,720	47,501	52%	43,219
700	495	71%	205
5,650	5,175	92%	475
47,500	30,605	64%	16,895
12,500	10,992	88%	1,508
285,000	227,164	80%	57,836
30,905	118,681	384%	(87,776)
292,863	292,863	100%	-
\$ 1,584,523	\$ 1,418,753	90%	\$ 165,770

\$ 55,615	\$ 667,385	111%	\$ (67,681)
20,526	246,317	112%	(27,336)
5,278	63,335	70%	27,385
55	660	94%	40
575	6,900	122%	(1,250)
3,401	40,807	86%	6,693
1,221	14,656	117%	(2,156)
25,240	302,885	106%	(17,885)
13,187	158,241	512%	(127,336)
32,540	292,863	100%	-
\$ 157,639	\$ 1,794,050	113%	\$ (209,527)

Police

Personnel	\$ 1,284,100	\$ 890,943	69%	\$ 1,163,318
Insurance	262,312	190,140	72%	219,825
Utilities	6,000	2,673	45%	4,070
Office Expenditures	28,150	14,071	50%	20,303
Maintenance	69,300	25,195	36%	43,252
City Services	8,700	2,858	33%	2,858
Other Expenditures	1,850	-	0%	162
Total Police Expenditures	\$1,660,412	\$1,125,880	68%	\$ 1,453,788

\$ 1,490,674	\$ 927,322	62%	\$ 563,352
266,406	193,569	73%	72,837
6,000	2,497	42%	3,503
28,650	7,653	27%	20,997
70,650	35,743	125%	(7,093)
8,700	1,011	1%	69,639
1,850	-	0%	8,700
\$ 1,872,930	\$ 1,167,795	62%	\$ 705,135

\$ 103,036	\$ 1,236,429	83%	\$ 254,245
21,508	258,092	97%	8,314
277	3,329	55%	2,671
850	10,204	36%	18,446
3,971	47,657	67%	(19,007)
112	1,348	15%	69,302
-	-	0%	8,700
\$ 129,755	\$ 1,557,060	83%	\$ 342,670

Q3 2022 Budget Variance Report - General Fund Expenses

As of 9/30/2022

Previous Year			
----- 2021-----			
Budget	YTD as of 9/30/2021	% of Budget	Audited Annual Expenses

Current Year			
----- 2022 -----			
Budget	YTD as of 9/30/2022	% of Budget	Budget Remaining (Over)/Under

Current Year Projections			
----- FY 2022 Projections -----			
Avg Monthly Expense	Projected 2022 Expenses	% of Budget	Projected (Over)/Under

Municipal Court

Personnel	\$ 128,344	\$ 79,830	62%	\$ 103,627
Insurance	18,836	9,446	50%	12,332
Utilities	120	60	50%	120
Office Expenditures	5,000	2,019	40%	2,080
Maintenance	4,750	3,245	68%	3,332
City Services	15,150	4,366	29%	6,039
Other Expenditures	500	255	51%	255
Total Court Expenditures	\$ 172,700	\$ 99,221	57%	\$ 127,785

\$ 104,460	\$ 84,117	81%	\$ 20,343
12,720	9,828	77%	2,892
120	120	100%	-
5,000	967	19%	4,033
3,119	1,964	63%	1,155
13,650	4,424	32%	9,226
500	94	19%	406
\$ 139,569	\$ 101,514	73%	\$ 38,055

\$ 9,346	\$ 112,156	107%	\$ (7,696)
1,092	13,104	103%	(384)
13	160	133%	(40)
107	1,289	26%	1,830
218	2,619	84%	11,031
492	5,899	43%	(5,399)
10	125	25%	
\$ 11,279	\$ 135,352	97%	\$ (658)

Public Works

Personnel	\$ 234,954	\$ 178,697	76%	\$ 230,041
Insurance	32,145	25,670	80%	33,604
Utilities	700	508	73%	799
Office Expenditures	1,400	68	5%	316
Maintenance	3,500	3,809	109%	4,577
Professional Fees	40,000	8,946	22%	15,550
Other Expenditures	500	110	22%	110
Total Public Works Expenditur	\$ 313,199	\$ 217,808	70%	\$ 284,997

\$ 235,297	\$ 186,110	79%	\$ 49,187
34,742	28,682	83%	6,060
700	522	75%	178
1,400	737	53%	663
3,500	3,257	93%	243
40,000	12,467	31%	27,533
500	710	142%	(210)
\$ 316,139	\$ 232,485	74%	\$ 83,654

\$ 20,679	\$ 248,147	105%	\$ (12,850)
3,187	38,243	110%	(3,501)
58	696	99%	4
82	983	70%	417
362	4,343	124%	(843)
1,385	16,623	42%	23,377
79	947	189%	(447)
\$ 25,832	\$ 309,980	98%	\$ 6,159

Q3 2022 Budget Variance Report - General Fund Expenses

As of 9/30/2022

Previous Year			
----- 2021-----			
Budget	YTD as of 9/30/2021	% of Budget	Audited Annual Expenses

Current Year			
----- 2022 -----			
Budget	YTD as of 9/30/2022	% of Budget	Budget Remaining (Over)/Under

Current Year Projections			
----- FY 2022 Projections -----			
Avg Monthly Expense	Projected 2022 Expenses	% of Budget	Projected (Over)/Under

Community Development

Personnel	\$ 318,287	\$ 223,903	70%	\$ 293,234
Insurance	22,275	25,044	112%	31,821
Utilities	1,600	493	31%	909
Office Expenditures	3,650	714	20%	1,447
Maintenance	1,500	2,515	168%	1,712
City Services	5,000	2,932	59%	3,448
Professional Fees	6,700	9,250	138%	11,575
Other Expenditures	300	719	240%	808
Total Comm. Dev. Expenditure	\$ 359,311	\$ 265,570	74%	\$ 344,954

\$ 318,093	\$ 232,045	73%	\$ 86,048
29,393	31,382	107%	(1,989)
1,500	262	17%	1,238
2,950	888	30%	2,062
1,500	2,282	152%	(782)
4,000	1,189	30%	2,811
8,900	10,385	117%	(1,485)
1,050	33	3%	1,017
\$ 367,386	\$ 278,466	76%	\$ 88,920

\$ 25,783	\$ 309,393	97%	\$ 8,700
3,487	41,843	142%	(12,450)
29	349	23%	1,151
99	1,184	40%	1,766
254	3,043	203%	(1,543)
132	1,585	40%	2,415
1,154	13,847	156%	(4,947)
4	44	4%	1,006
\$ 30,941	\$ 371,288	101%	\$ (3,902)

Street Department

Personnel	\$ 349,804	\$ 277,032	79%	\$ 357,123
Insurance	80,075	77,844	97%	91,619
Utilities	17,000	7,284	43%	10,871
Office Expenditures	11,000	4,706	43%	8,240
City Services	28,900	18,417	64%	26,037
Other Expenditures	-	-	0%	-
Maintenance	-	409	0%	432
Total Streets Expenditures	\$ 486,779	\$ 385,692	79%	\$ 494,322

\$ 356,608	\$ 273,836	77%	\$ 82,772
97,542	78,298	80%	19,244
18,000	10,588	59%	7,412
11,500	6,382	55%	5,118
29,100	22,201	76%	6,899
-	-	0%	-
-	794	0%	(794)
\$ 512,750	\$ 392,099	76%	\$ 120,651

\$ 30,426	\$ 365,115	102%	\$ (8,507)
8,700	104,397	107%	(6,855)
1,176	14,117	78%	3,883
709	8,509	74%	2,991
2,467	29,601	102%	(501)
-	-	0%	-
88	1,059	0%	(1,059)
\$ 43,567	\$ 522,799	102%	\$ (10,049)

Q3 2022 Budget Variance Report - General Fund Expenses

As of 9/30/2022

Previous Year			
----- 2021 -----			
Budget	YTD as of 9/30/2021	% of Budget	Audited Annual Expenses

Current Year			
----- 2022 -----			
Budget	YTD as of 9/30/2022	% of Budget	Budget Remaining (Over)/Under

Current Year Projections			
----- FY 2022 Projections -----			
Avg Monthly Expense	Projected 2022 Expenses	% of Budget	Projected (Over)/Under

Parks Department

Personnel	\$ 229,329	\$ 174,690	76%	\$ 220,450
Insurance	51,750	43,536	84%	52,753
Utilities	33,300	13,467	40%	18,447
Office Expenditures	33,075	21,080	64%	29,154
Maintenance	53,000	31,543	60%	48,313
City Services	49,200	38,314	78%	66,735
Capital Expenditures	-	579	0%	579
Misc. Expenditures	1,000	-	0%	-
Total Parks Expenditures	\$ 450,654	\$ 323,209	72%	\$ 436,431

\$ 284,911	\$ 187,481	66%	\$ 97,430
65,790	46,674	71%	19,116
33,300	10,414	31%	22,886
36,375	23,558	65%	12,817
51,900	44,628	86%	7,272
54,200	27,402	51%	26,798
-	-	0%	-
1,000	219	22%	781
\$ 527,476	\$ 340,376	65%	\$ 187,100

\$ 31,247	\$ 374,962	132%	\$ (90,051)
7,779	93,348	142%	(27,558)
1,736	20,828	63%	12,472
3,926	47,116	130%	(10,741)
7,438	89,256	172%	(37,356)
4,567	54,804	101%	(604)
-	-	0%	-
37	438	44%	562
\$ 56,729	\$ 680,752	129%	\$ (153,276)

Nature Sanctuary

Personnel	\$ 46,310	\$ 36,323	78%	\$ 48,142
Insurance	5,273	2,954	56%	3,973
Utilities	-	-	0%	19
Office Expenditures	4,390	1,338	30%	3,432
Maintenance	5,625	1,163	21%	2,736
City Services	50	-	0%	-
Other Expenditures	250	15	6%	247
Capital Expenditure	-	25	0%	-
Total Nature Sanct. Expenditur	\$ 61,898	\$ 41,818	68%	\$ 58,549

\$ 46,570	\$ 40,179	86%	\$ 6,391
4,061	3,112	77%	949
300	154	51%	146
5,510	2,042	37%	3,468
6,000	3,549	59%	2,451
-	-	0%	-
500	481	96%	15
-	-	0%	-
\$ 62,941	\$ 49,517	79%	\$ 13,424

\$ 6,697	\$ 80,358	173%	\$ (33,788)
519	6,224	153%	(2,163)
26	308	103%	
340	4,084	74%	1,426
592	7,098	118%	(1,098)
-	-	0%	-
80	962	192%	(462)
-	-	0%	-
\$ 8,253	\$ 99,034	157%	\$ (36,085)

Q3 2022 Budget Variance Report - General Fund Expenses

As of 9/30/2022

Previous Year				Current Year				Current Year Projections			
----- 2021-----				----- 2022 -----				----- FY 2022 Projections -----			
Budget	YTD as of 9/30/2021	% of Budget	Audited Annual Expenses	Budget	YTD as of 9/30/2022	% of Budget	Budget Remaining (Over)/Under	Avg Monthly Expense	Projected 2022 Expenses	% of Budget	Projected (Over)/Under

Public Information

Contracts	\$ 12,950	\$ 2,550	20%	\$ 11,825	\$ 12,700	\$ 8,850	70%	\$ 3,850.0	\$ 1,475	\$ 17,700	139%	\$ (5,000)
Capital Expenditures	100	-	0%	-	100	-	0%	100	-	-	0%	100
Other Purchases/Office Equip	3,300	-	0%	4,591	1,700	403	24%	1,297	67	806	47%	894
Maintenance	60	60	100%	60	60	60	100%	-	10	120	200%	(60)
Other Expenditures	14,000	12,276	88%	17,817	15,000	15,499	103%	(499)	2,583	30,998	207%	(15,998)
Total PIO Expenditures	\$ 30,410	\$ 14,886	49%	\$ 34,293	\$ 29,560	\$ 24,812	84%	\$ 4,748.0	\$ 4,135	\$ 49,624	168%	\$ (4,066)

Information Technology

Personnel	\$ 20,000	\$ 11,858	59%	\$ 30,196	\$ 25,000	\$ 15,746	63%	\$ 9,254	\$ 2,624	\$ 31,492	126%	\$ (6,492)
IT Expenditures	37,913	25,781	68%	43,633	36,304	25,423	70%	10,881	4,237	50,846	140%	(14,542)
Maintenance	2,832	1,451	51%	1,454	2,832	2,832	100%	-	472	2,832	100%	-
Total IT Expenditures	\$ 60,745	\$ 39,090	64%	\$ 75,283	\$ 64,136	\$ 44,001	69%	\$ 20,135	\$ 7,334	\$ 85,170	133%	\$ (24,425)

General Fund Capital Outlay

Administration	\$ 46,000	\$ 7,750	17%	\$ 7,750	\$ 36,924	\$ -	0%	\$ 36,924	\$ -	\$ -	0%	\$ 36,924
Police	115,934	23,488	20%	84,107	86,370	18,925	22%	67,445	3,154	\$ 37,850	44%	48,520
Municipal Court	19,000	-	0%	1,295	-	-	0%	-	-	\$ -	0%	-
Public Works	32,041	-	0%	22,041	58,041	-	0%	58,041	-	\$ -	0%	58,041
Community Development	70,000	39,528	56%	39,528	10,000	10,000	100%	-	1,667	\$ 20,000	200%	(10,000)
Streets	35,000	-	0%	-	-	-	0%	-	-	\$ -	0%	-
Parks	-	-	0%	-	-	-	0%	-	-	\$ -	0%	-
Nature Sanctuary	-	-	0%	-	-	-	0%	-	-	\$ -	0%	-
PIO/IT	6,000	6,146	102%	6,146	7,000	7,196	103%	(196)	1,199	\$ 7,196	103%	(196)
Total Capital Outlay	\$ 323,975	\$ 76,912	24%	\$ 160,867	\$ 198,335	\$ 36,121	18%	\$ 162,214	\$ 6,020	\$ 65,046	33%	\$ 133,289

Q3 2022 Budget Variance Report - General Fund Expenses
As of 9/30/2022

Previous Year				Current Year				Current Year Projections			
----- 2021-----				----- 2022 -----				----- FY 2022 Projections -----			
Budget	YTD as of 9/30/2021	% of Budget	Audited Annual Expenses	Budget	YTD as of 9/30/2022	% of Budget	Budget Remaining (Over)/Under	Avg Monthly Expense	Projected 2022 Expenses	% of Budget	Projected (Over)/Under
\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	-	\$ -	0%	\$ -
-	-	0%	-	-	-	0%	-	-	-	0%	-
-	-	0%	-	-	-	0%	-	-	-	0%	-
112,357	-	0%	112,357	60,881	60,881	100%	-	6,765	60,881	100%	-
247,063	-	0%	247,063	231,982	231,982	100%	-	25,776	231,982	100%	-
\$ 359,420	\$ -	0%	\$ 359,420	\$ 292,863	\$ 292,863	100%	\$ -	\$ 32,540	\$ 292,863	100%	\$ -
\$6,027,189	\$3,712,654	62%	\$ 5,648,225	\$ 5,968,608	\$ 4,378,802	73%	\$ 1,589,806	\$514,024	\$ 5,963,017	100%	\$ 40,131

Q3 2022 Budget Variance Report - Sewer Fund

As of 9/30/2022

Sewer Fund (30)

Previous Year

----- 2021 -----

Revenues

	Budget	YTD as of 9/30/2021	% of Budget	2021 Total Revenues
Sewer Charges	\$ 1,464,362	\$ 56,690	4%	\$ 83,240
Sewer Charges - Data Tech	-	1,065,832	0%	1,490,930
Sewer Tap Fees	59,976	17,500	29%	28,000
Sewer Impact Fees	50,000	16,500	33%	26,400
MOAW Bill Collect. Fee	-	-		402
Grinder Pump Admin Fee	4,712	3,465	74%	4,620
Interest Income	3,500	1,130	32%	1,440
Misc. Revenue	-	-	0%	924
Transfer from Sewer Fund	180,877	-	0%	-
Operating Expenses	\$1,763,427	\$1,161,117	66%	\$ 1,635,956

Current Year

----- 2022 -----

	Budget	YTD as of 9/30/2022	% of Budget	Budget Remaining (Over)/Under
	\$ 1,508,293	\$ 68,554	5%	\$ 1,439,739
	-	1,175,011	0%	(1,175,011)
	50,000	14,000	28%	36,000
	50,000	14,850	30%	35,150
	-	-	0%	-
	4,712	3,465	74%	1,247
	2,500	1,067	43%	1,433
	-	-	0%	-
	181,549	-	0%	181,549
Operating Expenses	\$ 1,797,054	\$ 1,276,947	71%	\$ 520,107

Current Year Projections

----- FY 2022 Projections -----

	Avg Monthly Revenue	Projected 2022 Revenues	Projected (Over)/Under
	\$ 7,617	\$ 91,405	\$ 1,416,888
	130,557	1,566,681	(1,566,681)
	1,556	18,667	31,333
	1,650	19,800	30,200
	-	-	-
	385	4,620	92
	119	1,423	1,077
	-	-	-
	-	-	181,549
Operating Expenses	\$ 141,883	\$ 1,702,596	\$ 94,458

Expenditures

	Budget	YTD as of 9/30/2021	% of Budget	2021 Final Expenditures
Personnel	\$ 35,158	\$ 31,021	88%	\$ 40,041
Insurance	3,673	4,079	111%	5,441
Utilities	47,900	33,787	71%	50,627
Capital Expenditures	273,500	43,928	16%	52,579
Office Expenditures/Other	9,250	7,979	86%	9,919
Maintenance	354,050	389,300	110%	447,529
City Services	121,100	70,758	58%	113,927
Professional Fees	682,212	475,839	70%	684,610
Other Expenditures	3,600	2,001	56%	2,001
System Renewal Project	180,877	131,764	73%	178,403
Operating Expenses	\$1,711,320	\$1,190,456	70%	\$ 1,585,077

	Budget	YTD as of 9/30/2022	% of Budget	Budget Remaining (Over)/Under
	\$ 46,105	\$ 30,226	66%	\$ 15,879
	5,596	8,033	144%	(2,437)
	50,100	44,432	89%	5,668
	213,000	178,897	84%	34,103
	10,750	4,633	43%	6,117
	507,500	159,964	32%	347,536
	123,600	80,007	65%	43,593
	691,916	511,330	74%	180,586
	3,600	24,953	693%	(21,353)
	181,549	132,792	73%	48,757
Operating Expenses	\$ 1,833,716	\$ 1,175,267	64%	\$ 658,449

	Avg Monthly Expense	Projected 2022 Expenditures	Projected (Over)/Under
	\$ 3,358	\$ 39,294	\$ 6,811
	893	10,443	(4,847)
	4,937	59,243	(9,143)
	19,877	238,529	(25,529)
	515	6,177	4,573
	17,774	213,285	294,215
	8,890	106,676	16,924
	56,814	681,773	10,143
	2,773	33,271	(29,671)
	14,755	177,056	4,493
Operating Expenses	\$ 130,585	\$ 1,565,747	\$ 267,969

Q3 2022 Variance Report - Transportation Fund

As of 9/30/2022

Transportation Fund (40)

Previous Year

----- 2021 -----

Current Year

----- 2022 -----

Current Year Projections

----- FY 2022 Projections -----

Revenues

	Budget	YTD as of 9/30/2021	% of Budget	2021 Total Revenues	Budget	YTD as of 9/30/2022	% of Budget	Budget Remaining (Over)/Under	Avg Monthly Revenue	Projected 2022 Revenues	Projected (Over)/Under
PKV Special Road Tax	\$ 163,200	\$ 165,036	101%	\$ 168,250	\$ 171,615	\$ 171,844	100%	\$ (229)	\$ 19,094	\$ 229,125	\$ (57,510)
Licenses	-	-	0%	-	-	-	0%	-	-	-	-
PKV Transportation Sales Tax	490,501	377,809	77%	552,320	518,438	453,173	87%	65,265	50,353	604,231	(85,793)
Motor Fuel Tax	150,365	110,347	73%	152,240	174,189	126,920	73%	47,269	14,102	169,227	4,962
County Transpo. Sales Tax	225,000	111,627	50%	194,102	228,375	110,438	48%	117,937	12,271	147,251	81,124
MKT Place TIF Fund Transfer	-	-	0%	9,643	9,836	-	0%	9,836	-	-	9,836
Creekside TIF Fund Transfer	-	-	0%	-	-	-	0%	-	-	-	-
Project Cost Share	5,325	16,425	0%	16,425	5,225	5,325	102%	(100)	592	7,100	(1,875)
Misc. Revenue	26,914	1,292	5%	1,292	22,750	-	0%	22,750	-	-	22,750
Transfers IN	100,000	-	0%	200,000	-	-	0%	-	-	-	-
Total Transportation Rev.	\$1,161,305	\$ 782,536	67%	\$ 1,294,272	\$ 1,130,428	\$ 867,700	77%	\$ 262,728	\$ 96,411	\$ 1,156,933	\$ (26,505)

Expenditures

	Budget	YTD as of 9/30/2021	% of Budget	2021 Final Expenditures	Budget	YTD as of 9/30/2022	% of Budget	Budget Remaining (Over)/Under	Avg Monthly Expense	Projected 2022 Expenditures	Projected (Over)/Under
Maintenance	\$ 40,500	\$ 33,606	83%	\$ 29,567	\$ 42,000	\$ 37,349	89%	\$ 4,651	\$ 4,150	\$ 48,554	\$ (6,554)
City Services	404,500	300,164	74%	375,781	430,500	251,167	58%	179,333	27,907	326,517	103,983
Capital Expenditures	325,000	287,068	88%	293,823	395,000	286,555	73%	108,445	31,839	382,073	12,927
Misc. Expenditures	1,000	75	8%	75	1,000	1,987	199%	(987)	221	2,649	(1,649)
Insurance - Transf. to GF	100,000	-	0%	-	-	-	0%	-	-	-	-
Transfer to General Fund	175,000	131,250	75%	175,000	225,000	168,750	75%	56,250	18,750	225,000	-
Transfer to Projects Fund	14,300	-	0%	-	-	-	0%	-	-	-	-
Transfer to Debt Service	213,072	-	0%	210,765	222,762	167,072	75%	55,690	18,564	222,763	(1)
Transfer to Capital Projects	-	-	0%	14,300	-	-	0%	-	-	-	-
Total Transportation Exp.	\$1,273,372	\$ 752,163	59%	\$ 1,099,311	\$ 1,316,262	\$ 912,880	69%	\$ 403,382	\$ 101,431	\$ 1,207,556	\$ 108,706

Q3 2022 Variance Report - Parks Sales Tax

As of 9/30/2022

Park Sales Tax (41)

Previous Year

----- 2021 -----

Current Year

----- 2022 -----

Current Year Projections

----- FY 2022 Projections -----

Revenues

	Budget	YTD as of 9/30/2021	% of Budget	2021 Total Revenues	Budget	YTD as of 9/30/2022	% of Budget	Budget Remaining (Over)/Under	Avg Monthly Revenue	Projected 2022 Revenues	Projected (Over)/Under
Park Sales Tax	\$ 587,108	\$ 461,770	79%	\$ 672,672	\$ 627,804	\$ 557,813	89%	\$ 69,991	\$ 61,979	\$ 743,751	\$ (115,947)
Interest Income	-	-	0%	-	-	-	0%	-	-	-	-
Platte County Grant	-	-	0%	-	1,000,000	-	0%	1,000,000	-	-	1,000,000
Fewson Fund Loan	-	-	0%	-	400,000	-	0%	400,000	-	-	400,000
Misc. Revenue	-	-	0%	-	-	14,570	0%	(14,570)	1,619	19,427	(19,427)
Transfers IN	650,000	-	0%	-	-	-	0%	-	-	-	-
Total Park Revenue	\$1,237,108	\$ 461,770	37%	\$ 672,672	\$ 2,027,804	\$ 572,383	28%	\$ 1,455,421	\$ 63,598	\$ 763,177	\$ 1,264,627

Expenditures

	Budget	YTD as of 9/30/2021	% of Budget	2021 Final Expenditures	Budget	YTD as of 9/30/2022	% of Budget	Budget Remaining (Over)/Under	Avg Monthly Expense	Projected 2022 Expenditures	Projected (Over)/Under
City Services	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
Professional Fees	50,000	89,107	178%	94,633	20,000	-	0%	20,000	-	-	20,000
Capital Outlay	1,380,000	90,814	7%	218,667	2,404,500	316,577	13%	2,087,923	35,175	422,103	1,982,397
Transfers OUT	-	-	0%	-	-	-	0%	-	-	-	-
Total Park Expenses	\$1,430,000	\$ 179,921	13%	\$ 313,300	\$ 2,424,500	\$ 316,577	13%	\$ 2,107,923	\$ 35,175	\$ 422,103	\$ 2,002,397

CITY OF PARKVILLE Policy Report

Date: November 22, 2022

Prepared By:

Erika Morton, Billing Clerk

Reviewed By:

Jeffery Rhodes, Asst. to City Administrator

ISSUE:

Approve accounts payable from November 11 to December 1, 2022

BACKGROUND:

Attached are the statements of approved payments, per the City's Purchasing Policy, for the period from November 11, 2022 to December 1, 2022. All disbursements must be reviewed and approved by the Board of Aldermen prior to the release of City funds.

BUDGET IMPACT:

Accounts Payable	\$219,125.38
Payroll	\$75,086.61
Benefits/Insurance	\$74,041.92
Total	\$368,253.91

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 \$368,253.91 of City funds to pay salaries and accounts.

ATTACHMENTS:

1. AP Report

PACKET: 07671 Regular Payments 12/06/2022

VENDOR SET: 01

VENDOR SEQUENCE

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

01-00002 A & M Printing										
I 71300		Public Hearing Signs- CD	AP		R	10/13/2022		11.53	11.53CR	
		G/L ACCOUNT						11.53		
	10	518.07-02-01	Public Notices				11.53	Public Hearing Signs- CD		
			REG. CHECK					11.53	11.53CR	0.00
								11.53	0.00	

01-02053 ABC Tire LLC										
I 70011-B		Fall Cleanup- Streets	AP		R	11/18/2022		249.00	249.00CR	
		G/L ACCOUNT						249.00		
	10	520.07-43-00	Cleanup & Recycling Expenses				249.00	Fall Cleanup- Streets		
			REG. CHECK					249.00	249.00CR	0.00
								249.00	0.00	

01-02018 Ace ImageWear										
I 1233926		Shop Towels- Parks	AP		R	12/15/2022		28.65	28.65CR	
		G/L ACCOUNT						28.65		
	10	525.05-21-00	Equipment & Handtools				28.65	Shop Towels- Parks		
I 1235931		Shop Towels- Streets	AP		R	12/22/2022		60.30	60.30CR	
		G/L ACCOUNT						60.30		
	10	520.05-21-00	Shop Supplies & Materials				60.30	Shop Towels- Streets		
			REG. CHECK					88.95	88.95CR	0.00
								88.95	0.00	

01-00004 ADH Hitch & Truck Access										
I 147581		Lights for Ghost Stories- P	AP		R	11/28/2022		211.40	211.40CR	
		G/L ACCOUNT						211.40		
	60	501.05-42-00	Program Expenses				211.40	Lights for Ghost Stories- PNS		
			REG. CHECK					211.40	211.40CR	0.00
								211.40	0.00	

PACKET: 07671 Regular Payments 12/06/2022

VENDOR SET: 01

VENDOR SEQUENCE

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

01-00483 ADH Rental & Sales										
I 147762		Kerosene/Shop Heat-Parks	AP		R	12/14/2022		120.00	120.00CR	
		G/L ACCOUNT						120.00		
	10	525.06-22-01	Equipment Gas & Oil				120.00	Kerosene/Shop Heat-Parks		
				REG. CHECK				120.00	120.00CR	0.00
								120.00	0.00	

01-00593 Alliance Water Resources,										
I 104110		Contract Operations-Sewer	AP		R	12/01/2022		25,993.00	25,993.00CR	
		G/L ACCOUNT						25,993.00		
	30	501.08-04-00	Management Contract				25,993.00	Contract Operations-Sewer		
				REG. CHECK				25,993.00	25,993.00CR	0.00
								25,993.00	0.00	

01-02676 Armstrong Teasdale LLP										
I 2949782		Sept. 435 Development-Admin	AP		R	12/10/2022		2,587.50	2,587.50CR	
		G/L ACCOUNT						2,587.50		
	10	501.08-02-03	Professional Svcs-Creekside				2,587.50	Sept. 435 Development-Admin		
				REG. CHECK				2,587.50	2,587.50CR	0.00
								2,587.50	0.00	

01-02816 Baker Tilly Municipal Advis										
I BTMA 16332		Creekside TIF Phase 1 Admin	AP		R	11/14/2022		20,483.60	20,483.60CR	
		G/L ACCOUNT						20,483.60		
	10	501.08-02-03	Professional Svcs-Creekside				20,483.60	Creekside TIF Phase 1 Admin		
I BTMA 16333		Marketplace TIF Update	AP		R	12/14/2022		2,640.00	2,640.00CR	
		G/L ACCOUNT						2,640.00		
	93	501.09-40-01	Administration Fees				2,640.00	Marketplace TIF Update		
				REG. CHECK				23,123.60	23,123.60CR	0.00
								23,123.60	0.00	

PACKET: 07671 Regular Payments 12/06/2022

VENDOR SET: 01

VENDOR SEQUENCE

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

01-02636 BBN Architects										
I BBN112122		Farmer's Market Design-PST	AP		R	12/21/2022		12,028.00	12,028.00CR	
		G/L ACCOUNT						12,028.00		
	41	501.08-03-00	Engineer & Planning Fees				12,028.00	Farmer's Market Design-PST		
				REG. CHECK				12,028.00	12,028.00CR	0.00
								12,028.00	0.00	

01-03049 Bryan Kidney										
I October2022		Interim Finance Director-Ad	AP		R	12/10/2022		11,587.50	11,587.50CR	
		G/L ACCOUNT						11,587.50		
	10	501.08-02-02	Professional Services				11,587.50	Interim Finance Director-Admin		
				REG. CHECK				11,587.50	11,587.50CR	0.00
								11,587.50	0.00	

01-02351 Cathy Kline Art Gallery										
I PPV2022		Paint Parkville 2022-Admin	AP		R	12/21/2022		50.00	50.00CR	
		G/L ACCOUNT						50.00		
	10	501.09-21-00	Misc-Other				50.00	Paint Parkville 2022-Admin		
				REG. CHECK				50.00	50.00CR	0.00
								50.00	0.00	

01-02902 Crafc0, Inc.										
I 9402828109		Tar Buster- TransFund	AP		R	12/02/2022		51.53	51.53CR	
		G/L ACCOUNT						51.53		
	40	520.07-33-00	Street Repair Materials				51.53	Tar Buster- TransFund		
				REG. CHECK				51.53	51.53CR	0.00
								51.53	0.00	

01-00156 Dave's Foreign Car Repair L										
I 0148203		Fuse for V604- PD	AP		R	12/11/2022		40.70	40.70CR	
		G/L ACCOUNT						40.70		
	10	505.06-21-00	Vehicle Repair & Maintenance				40.70	Fuse for V604- PD		
I 148181		2013 Truck Repair-Parks	AP		R	12/14/2022		1,029.91	1,029.91CR	
		G/L ACCOUNT						1,029.91		
	10	525.06-21-00	Vehicle Repair & Maintenance				1,029.91	2013 Truck Repair-Parks		

PACKET: 07671 Regular Payments 12/06/2022

VENDOR SET: 01

VENDOR SEQUENCE

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

1,070.61

1,070.61CR

0.00

1,070.61

0.00

01-01116 Ed Gault

I MABFO

MAFBO Association- CD

AP

R

12/08/2022

310.25

310.25CR

G/L ACCOUNT

310.25

10 518.01-41-02 Professional Development

19.50

Dinner 11/08/2022

10 518.01-41-02 Professional Development

26.00

Dinner 11/09/2022

10 518.01-41-02 Professional Development

26.00

Dinner 11/10/2022

10 518.01-41-02 Professional Development

11.25

Lunch 11/11/2022

10 518.01-41-02 Professional Development

227.50

Mileage MABFO Training

REG. CHECK

310.25

310.25CR

0.00

310.25

0.00

01-02175 eNet

I 6693

Service/Domain Renewal-IT AP

R

12/14/2022

1,691.50

1,691.50CR

G/L ACCOUNT

1,691.50

10 555.01-52-00 Information Technology Support

1,657.50

September Services

10 555.02-04-00 Domain Registrations

34.00

Domain Renewal

I 6694

Sunshine Requests- IT

AP

R

12/14/2022

722.50

722.50CR

G/L ACCOUNT

722.50

10 555.01-52-00 Information Technology Support

722.50

Sunshine Requests- IT

REG. CHECK

2,414.00

2,414.00CR

0.00

2,414.00

0.00

01-00775 Federal Signal Corporatio

I 8183176

Creekside Tornado Equip-CIP AP

R

12/18/2022

11,172.67

11,172.67CR

G/L ACCOUNT

11,172.67

10 560.51-50-00 Public Works Capital Outlay

11,172.67

Creekside Tornado Equip-CIP

I 8183783

Creekside Tornado Equip-CIP AP

R

12/19/2022

8,422.01

8,422.01CR

G/L ACCOUNT

8,422.01

10 560.51-50-00 Public Works Capital Outlay

8,422.01

Creekside Tornado Equip-CIP

REG. CHECK

19,594.68

19,594.68CR

0.00

19,594.68

0.00

PACKET: 07671 Regular Payments 12/06/2022

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-03053 FP Mailing Solutions

I RI105564030		Postage Machine Rental-Admi AP			R	12/21/2022		165.00	165.00CR	
		G/L ACCOUNT						165.00		
	10 501.04-22-00	Lease Purchase-Office Equip					165.00	Postage Machine Rental-Admin		
				REG. CHECK				165.00	165.00CR	0.00
								165.00	0.00	

01-00051 Galls, Inc.

I 022627909		Uniforms McMillen- PD AP			R	12/08/2022		88.51	88.51CR	
		G/L ACCOUNT						88.51		
	10 505.05-31-00	Uniforms					88.51	Uniforms McMillen- PD		
I 022683191		Uniform Expenses Martinez-P AP			R	12/14/2022		46.06	46.06CR	
		G/L ACCOUNT						46.06		
	10 505.05-31-00	Uniforms					46.06	Uniform Expenses Martinez-PD		
				REG. CHECK				134.57	134.57CR	0.00
								134.57	0.00	

01-00052 Glen & Jim's Complete Autom

I 165253		Tire Repair Truck-Sewer AP			R	11/27/2022		30.50	30.50CR	
		G/L ACCOUNT						30.50		
	30 501.06-21-00	Vehicle Repair & Maintenance					30.50	Tire Repair Truck-Sewer		
				REG. CHECK				30.50	30.50CR	0.00
								30.50	0.00	

01-00725 Good Times Carstar

I 6206		Repair 2015 Escape- CD AP			R	12/17/2022		4,261.14	4,261.14CR	
		G/L ACCOUNT						4,261.14		
	10 518.06-21-00	Vehicle Repair & Maintenance					4,261.14	Repair 2015 Escape- CD		
				REG. CHECK				4,261.14	4,261.14CR	0.00
								4,261.14	0.00	

PACKET: 07671 Regular Payments 12/06/2022

VENDOR SET: 01

VENDOR SEQUENCE

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

01-02530 Government Finance Officers										
I 2261492		Rhodes Renewal-GFOA	AP		R	12/29/2022		150.00	150.00CR	
		G/L ACCOUNT						150.00		
	10	501.01-41-00		Membership Fees & Dues - Staff			150.00	Rhodes Renewal-GFOA		
				REG. CHECK				150.00	150.00CR	0.00
								150.00	0.00	

01-00055 H&H Septic Service, Inc.										
I 53477		Clean Lift Station- Sewer	AP		R	12/10/2022		1,353.00	1,353.00CR	
		G/L ACCOUNT						1,353.00		
	30	501.06-12-00		Pump Stations Maintenance			1,353.00	Clean Lift Station- Sewer		
				REG. CHECK				1,353.00	1,353.00CR	0.00
								1,353.00	0.00	

01-01752 James Breckenridge										
I 100B		Spanish Interpreter-Court	AP		R	5/23/2022		138.75	138.75CR	
		G/L ACCOUNT						138.75		
	10	510.07-82-01		Translator			138.75	Spanish Interpreter-Court		
I 102B		Spanish Interpreter-Court	AP		R	12/03/2022		110.00	110.00CR	
		G/L ACCOUNT						110.00		
	10	510.07-82-01		Translator			110.00	Spanish Interpreter-Court		
				REG. CHECK				248.75	248.75CR	0.00
								248.75	0.00	

01-02495 Kansas City Winwater Compan										
I 102956-01		Wastewater Parts- Sewer	AP		R	12/01/2022		170.00	170.00CR	
		G/L ACCOUNT						170.00		
	30	501.07-34-00		Line Repairs			170.00	Wastewater Parts- Sewer		
				REG. CHECK				170.00	170.00CR	0.00
								170.00	0.00	

PACKET: 07671 Regular Payments 12/06/2022

VENDOR SET: 01

VENDOR SEQUENCE

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

01-02719 Lauber Municipal Law										
I	11468	Attorney Services- Admin	AP		R	12/01/2022		195.00	195.00CR	
		G/L ACCOUNT						195.00		
	10	501.08-01-00	Attorney/Legal Fees				195.00	Attorney Services- Admin		
			REG. CHECK					195.00	195.00CR	0.00
								195.00	0.00	

01-02047 Marshall Evergreens L.L.C.										
I	31613	ELP Trees- Parks	AP		R	2/01/2022		252.00	252.00CR	
		G/L ACCOUNT						252.00		
	10	525.07-53-00	Tree Planting				252.00	ELP Trees- Parks		
			REG. CHECK					252.00	252.00CR	0.00
								252.00	0.00	

01-02632 MEI Total Elevator Solution										
I	993451	Q42022 Elevator Maint-CityH	AP		R	1/01/2023		188.84	188.84CR	
		G/L ACCOUNT						188.84		
	10	501.06-01-00	Building Maint & Repair				188.84	Q42022 Elevator Maint-CityHall		
			REG. CHECK					188.84	188.84CR	0.00
								188.84	0.00	

01-02894 Menards										
C	11055	Credit Voucher- Streets	AP		R	9/21/2022		27.20CR	27.20	
		G/L ACCOUNT						27.20CR		
	10	520.05-21-00	Shop Supplies & Materials				27.20CR	Credit Voucher- Streets		
I	36269	Paint/Cabinets- TransFund	AP		R	9/30/2022		482.37	482.37CR	
		G/L ACCOUNT						482.37		
	40	520.06-01-00	Building Maintenance & Repair				482.37	Paint/Cabinets- Streets		
I	36328	Paint- TransFund	AP		R	10/01/2022		170.94	170.94CR	
		G/L ACCOUNT						170.94		
	40	520.06-01-00	Building Maintenance & Repair				170.94	Paint- Streets		
I	36575	Counter Top/Tables- TransFu	AP		R	10/06/2022		547.93	547.93CR	
		G/L ACCOUNT						547.93		
	10	520.06-01-00	Building Maint & Repair				547.93	Counter Top/Tables- Streets		

PACKET: 07671 Regular Payments 12/06/2022

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
I 37361		Wall Clocks- Streets	AP		R	10/21/2022		40.98	40.98CR	
		G/L ACCOUNT						40.98		
	10	520.05-21-00	Shop Supplies & Materials				40.98	Wall Clocks- Streets		
I 37425		Saw- Streets	AP		R	10/22/2022		99.00	99.00CR	
		G/L ACCOUNT						99.00		
	10	520.05-21-00	Shop Supplies & Materials				99.00	Saw- Streets		
I 40401		Pocket Park Decking- PST	AP		R	12/15/2022		2,047.77	2,047.77CR	
		G/L ACCOUNT						2,047.77		
	41	560.52-50-00	Parks Projects Capital Outlay				2,047.77	Pocket Park Decking- PST		
			REG. CHECK					3,361.79	3,361.79CR	0.00
								3,361.79	0.00	
01-02766 Messengers Lawn & Landscape										
I 102846		Cemetery Mowing- Admin	AP		R	12/02/2022		382.65	382.65CR	
		G/L ACCOUNT						382.65		
	10	501.09-11-00	Cemetery Maintenance				382.65	Cemetery Mowing- Admin		
			REG. CHECK					382.65	382.65CR	0.00
								382.65	0.00	
01-02228 Metro Rolloff Container Ser										
I 300075		Dumpter for Shop-TransFund	AP		R	12/09/2022		277.99	277.99CR	
		G/L ACCOUNT						277.99		
	40	520.06-01-00	Building Maintenance & Repair				277.99	Dumpter for Shop-Streets		
I 30049		Restroom Rental- Parks	AP		R	12/07/2022		102.50	102.50CR	
		G/L ACCOUNT						102.50		
	10	525.07-20-00	Rental of Portable Toilets				102.50	Restroom Rental- Parks		
I 30050		Restroom Rental- Parks	AP		R	12/07/2022		187.50	187.50CR	
		G/L ACCOUNT						187.50		
	10	525.07-20-00	Rental of Portable Toilets				187.50	Restroom Rental- Parks		
I 30051		Restroom Rental- Parks	AP		R	12/07/2022		102.50	102.50CR	
		G/L ACCOUNT						102.50		
	10	525.07-20-00	Rental of Portable Toilets				102.50	Restroom Rental- Parks		
			REG. CHECK					670.49	670.49CR	0.00
								670.49	0.00	

PACKET: 07671 Regular Payments 12/06/2022

VENDOR SET: 01

VENDOR SEQUENCE

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

01-00704	Midwest Shredding Service,								
I 131179	Shred Services Streets/Admi AP			R	12/17/2022	750.00	750.00CR		
	G/L ACCOUNT					750.00			
	10	520.07-43-00	Cleanup & Recycling Expenses			450.00	October Shred Event-Streets		
	10	501.09-21-00	Misc-Other			300.00	City Hall Shredding-Admin		
			REG. CHECK			750.00	750.00CR		0.00
						750.00	0.00		

01-02796	Motorola Solutions								
I 8281477110	Police Radio Replacement-CI AP			R	11/03/2022	1,883.04	1,883.04CR		
	G/L ACCOUNT					1,883.04			
	10	560.50-50-00	Police Capital Outlay			1,883.04	Police Radio Replacement-CIP		
I 8281491683	Police Radio Replacement- C AP			R	11/19/2022	37,536.00	37,536.00CR		
	G/L ACCOUNT					37,536.00			
	10	560.50-50-00	Police Capital Outlay			37,536.00	Police Radio Replacement- CIP		
			REG. CHECK			39,419.04	39,419.04CR		0.00
						39,419.04	0.00		

01-03056	Nathan Noland								
I MABFO	MABFO 2022- CD		AP		R	12/08/2022	330.25	330.25CR	
	G/L ACCOUNT					330.25			
	10	518.01-41-02	Professional Development			19.50	Dinner 11/08/2022		
	10	518.01-41-02	Professional Development			26.00	Dinner 11/09/2022		
	10	518.01-41-02	Professional Development			26.00	Dinner 11/10/2022		
	10	518.01-41-02	Professional Development			11.25	Lunch 11/11/2022		
	10	518.01-41-02	Professional Development			247.50	Mileage		
I MPR2022	Midwest Public Risk-CD		AP		R	12/02/2022	350.50	350.50CR	
	G/L ACCOUNT					350.50			
	10	518.01-41-02	Professional Development			19.50	Dinner 11/02/2022		
	10	518.01-41-02	Professional Development			26.00	Dinner 11/03/2022		
	10	518.01-41-02	Professional Development			11.25	Dinner 11/04/2022		
	10	518.01-41-02	Professional Development			293.75	Mileage		
			REG. CHECK			680.75	680.75CR		0.00
						680.75	0.00		

PACKET: 07671 Regular Payments 12/06/2022

VENDOR SET: 01

VENDOR SEQUENCE

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

01-02517	NueSynergy, Inc								
I N53428		HSA FSA Fees 10/22-Admin	AP		R	12/14/2022	97.00	97.00CR	
		G/L ACCOUNT					97.00		
	10	501.08-02-02	Professional Services			97.00	HSA FSA Fees 10/22-Admin		
			REG. CHECK				97.00	97.00CR	0.00
							97.00	0.00	

01-02135	Occupational Health Centers								
I 1014355714		Drug Screen Roberts- Admin	AP		R	12/07/2022	63.00	63.00CR	
		G/L ACCOUNT					63.00		
	10	501.09-13-00	Hiring Expenses			63.00	Drug Screen Roberts- Admin		
			REG. CHECK				63.00	63.00CR	0.00
							63.00	0.00	

01-01873	Parkville Economic Developm								
I 1509		Grant Match Marketing-Admin	AP		R	12/15/2022	1,875.00	1,875.00CR	
		G/L ACCOUNT					1,875.00		
	46	501.07-02-00	Advertising			1,875.00	Grant Match Marketing-Admin		
			REG. CHECK				1,875.00	1,875.00CR	0.00
							1,875.00	0.00	

01-00357	Platte County EDC								
I 10475		2022 Membership Fee- Admin	AP		R	8/06/2022	2,100.00	2,100.00CR	
		G/L ACCOUNT					2,100.00		
	10	501.01-40-00	Membership Fees & Dues - Board			2,100.00	2022 Membership Fee- Admin		
			REG. CHECK				2,100.00	2,100.00CR	0.00
							2,100.00	0.00	

01-00107	Platte Rental & Supply								
I 95359-1		Concrete Saw Repair-TransFu	AP		R	12/16/2022	137.08	137.08CR	
		G/L ACCOUNT					137.08		
	40	520.06-21-00	Vehicle & Equipment Maintenanc			137.08	Concrete Saw Repair-TransFund		
			REG. CHECK				137.08	137.08CR	0.00
							137.08	0.00	

PACKET: 07671 Regular Payments 12/06/2022

VENDOR SET: 01

VENDOR SEQUENCE

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

01-02591 ProServ										
I 248020		Small Printer- Admin	AP		R	12/10/2022		4.42	4.42CR	
		G/L ACCOUNT						4.42		
	10	501.06-34-00	Office Equipment Maintenance					4.42	Small Printer- Admin	
I 248526		2022 Copier Bill- PD	AP		R	12/22/2022		422.40	422.40CR	
		G/L ACCOUNT						422.40		
	10	505.06-34-00	Office Equipment/Maintenance					422.40	2022 Copier Bill- PD	
			REG. CHECK					426.82	426.82CR	0.00
								426.82	0.00	

01-01982 Rejis Commission										
I 496474		November 2022 REJIS-PD	AP		R	12/20/2022		133.20	133.20CR	
		G/L ACCOUNT						133.20		
	10	505.05-22-01	Terminal - Rejis					133.20	November 2022 REJIS-PD	
			REG. CHECK					133.20	133.20CR	0.00
								133.20	0.00	

01-02916 Renaissance Infrastructure										
I 22-0894		Ensign Drive Storm Analysis	AP		R	12/01/2022		405.00	405.00CR	
		G/L ACCOUNT						405.00		
	10	515.08-03-00	Engineer & Planning Fees					405.00	WA-8	
			REG. CHECK					405.00	405.00CR	0.00
								405.00	0.00	

01-01496 Sid-Boedeker										
I 155238		Safety Boots- Streets	AP		R	12/01/2022		226.99	226.99CR	
		G/L ACCOUNT						226.99		
	10	520.05-31-00	Uniforms					226.99	Safety Boots- Streets	
			REG. CHECK					226.99	226.99CR	0.00
								226.99	0.00	

PACKET: 07671 Regular Payments 12/06/2022

VENDOR SET: 01

VENDOR SEQUENCE

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

01-02978 Sontiq									
I	CI-023084	Identity TheftProtection-Ad AP			R	12/01/2022	63.45	63.45CR	
		G/L ACCOUNT					63.45		
	10	20025	Sontiq ID Force W/H				63.45	Identity TheftProtection-Admin	
			REG. CHECK				63.45	63.45CR	0.00
							63.45	0.00	

01-00154 T-Ray Specialties Inc.									
I	42387	Restroom Supplies-Parks	AP		R	12/03/2022	209.68	209.68CR	
		G/L ACCOUNT					209.68		
	10	525.05-41-01	Restroom Supplies				209.68	Restroom Supplies-Parks	
			REG. CHECK				209.68	209.68CR	0.00
							209.68	0.00	

01-02754 Tammie Dickerson									
I	2022	Paint Parkville 2022- Admin AP			R	12/21/2022	500.00	500.00CR	
		G/L ACCOUNT					500.00		
	10	501.09-21-00	Misc-Other				500.00	Paint Parkville 2022- Admin	
			REG. CHECK				500.00	500.00CR	0.00
							500.00	0.00	

01-02253 TooBaRoo									
I	110	July Web Hosting- IT	AP		R	7/20/2022	35.00	35.00CR	
		G/L ACCOUNT					35.00		
	10	555.02-04-00	Domain Registrations				35.00	July Web Hosting- IT	
I	111	August Web Hosting- IT	AP		R	8/20/2022	35.00	35.00CR	
		G/L ACCOUNT					35.00		
	10	555.02-04-00	Domain Registrations				35.00	August Web Hosting- IT	
I	112	September Web Hosting- IT	AP		R	9/20/2022	35.00	35.00CR	
		G/L ACCOUNT					35.00		
	10	555.02-04-00	Domain Registrations				35.00	September Web Hosting- IT	
I	113	October Web Hosting- IT	AP		R	10/20/2022	35.00	35.00CR	
		G/L ACCOUNT					35.00		
	10	555.02-04-00	Domain Registrations				35.00	October Web Hosting- IT	

PACKET: 07671 Regular Payments 12/06/2022

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
I 114		Nov Website Hosting- IT	AP		R	11/20/2022		35.00	35.00CR	
		G/L ACCOUNT						35.00		
	10	555.02-04-00	Domain Registrations				35.00	Nov Website Hosting- IT		
I 115		December Web Hosting-IT	AP		R	12/20/2022		35.00	35.00CR	
		G/L ACCOUNT						35.00		
	10	555.02-04-00	Domain Registrations				35.00	December Web Hosting-IT		
			REG. CHECK					210.00	210.00CR	0.00
								210.00	0.00	
01-01083 UMB Bank, N.A.										
I DEC2022		Revolving Fund Payment-Sewe	AP		R	12/21/2022		14,754.42	14,754.42CR	
		G/L ACCOUNT						14,754.42		
	30	501.12-11-00	SRF Principal-Transfer to SRF			14,166.67		SRF Principal		
	30	501.12-11-01	SRF Interest-Transfer to SRF			587.75		SRF Principal		
			REG. CHECK					14,754.42	14,754.42CR	0.00
								14,754.42	0.00	
01-01573 Urban Tree Specialists										
I 23626		Tree Maintenance- TransFund	AP		R	11/27/2022		512.00	512.00CR	
		G/L ACCOUNT						512.00		
	40	520.07-52-00	Tree Trimming & Removal				512.00	Tree Maintenance- TransFund		
			REG. CHECK					512.00	512.00CR	0.00
								512.00	0.00	
01-00401 Welds Supply Inc										
I 145554		Maint. Pickup Truck- Parks	AP		R	12/02/2022		73.80	73.80CR	
		G/L ACCOUNT						73.80		
	10	525.06-21-00	Vehicle Repair & Maintenance				73.80	Maint. Pickup Truck- Parks		
			REG. CHECK					73.80	73.80CR	0.00
								73.80	0.00	

PACKET: 07671 Regular Payments 12/06/2022

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	110,957.51CR
30	Sewer Service Fund	42,300.92CR
40	Transportation Fund	1,631.91CR
41	Park Sales Tax Fund	14,075.77CR
46	Guest Room Tax Fund	1,875.00CR
60	Nature Sanctuary Fund	211.40CR
93	Market Place TIF SAF	2,640.00CR
** TOTALS **		173,692.51CR

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

	NUMBER	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
HAND CHECKS		0.00	0.00	0.00
		0.00	0.00	
DRAFTS		0.00	0.00	0.00
		0.00	0.00	
REG-CHECKS		173,692.51	173,692.51CR	0.00
		173,692.51	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		173,692.51	173,692.51CR	0.00
		173,692.51	0.00	

TOTAL CHECKS TO PRINT: 49

ERRORS:

0

WARNINGS:

0

PACKET: 07664 12.06.2022 Direct Payable

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					
I-0010272716604	8/31/2022	Bag Fee- PW	30.00			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Bag Fee- PW		10 515.01-41-02	Professional De	30.00
I-00116G	9/28/2022	Food MDC Conference	6.96			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Food MDC Conference		10 535.01-41-02	Professional De	6.96
I-00242G	9/29/2022	Gas for MDC Conference- PNS	22.85			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Gas for MDC Conference- PNS		10 535.06-22-00	Vehicle Gas & O	22.85
I-004745-A	10/25/2022	Pizza for PumpkinCarving- PNS	92.85			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Pizza for PumpkinCarving- PNS		60 501.05-42-00	Program Expense	92.85
I-01780G	10/21/2022	Recording NSD- Admin	69.00			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Recording NSD- Admin		10 501.05-05-00	Publications	69.00
I-01830G	9/29/2022	Bev MDC Conference- PNS	3.76			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Bev MDC Conference- PNS		10 535.01-41-02	Professional De	3.76
I-019943788	10/25/2022	Materials Ghost Stories-PNS	127.38			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Materials Ghost Stories-PNS		60 501.05-42-00	Program Expense	127.38
I-03241	10/25/2022	Materials Ghost Stories- PNS	89.00			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Materials Ghost Stories- PNS		60 501.05-42-00	Program Expense	89.00
I-07063G	9/28/2022	Food MDC Conference- PNS	39.05			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Food MDC Conference- PNS		10 535.01-41-02	Professional De	39.05
I-07128G	10/21/2022	Food For Meeting- Parks	68.04			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Food For Meeting- Parks		10 501.09-20-02	Meeting Food	68.04
I-0826-0831	8/31/2022	Embassy Suites- PW	1,146.75			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Embassy Suites- PW		10 515.01-41-02	Professional De	1,146.75
I-0906	9/06/2022	Strategic Planning Lunch-Admi	274.35			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Strategic Planning Lunch-Admin		10 501.09-20-02	Meeting Food	274.35

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=====						
01-02140	Commerce Bank - Commercial Car(** CONTINUED **)					
I-09092022	9/09/2022	Water City Hall- Admin	58.85			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Water City Hall- Admin		10 501.03-04-00	Water	58.85
I-090922	9/09/2022	APA Passport- CD	180.00			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		APA Passport- CD		10 518.01-41-02	Professional De	180.00
I-091422	9/14/2022	US Federal Contractor Reg- CD	499.00			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		US Federal Contractor Reg- CD		10 518.01-41-00	Membership Fees	499.00
I-091622	9/16/2022	Ace Hardware Marker- CD	2.84			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Ace Hardware Marker- CD		10 518.05-01-00	Office Supplies	2.84
I-092022	9/01/2022	Phones August 2022	1,444.83			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Police		10 505.03-01-00	Telephone & Voi	355.92
		Parks		10 525.03-01-00	Telephone & Voi	576.49
		Streets		10 520.03-01-00	Telephone & Voi	369.60
		Sewer		30 501.03-01-00	Telephone & Voi	142.82
I-092322	9/23/2022	Stephen Lunch Meeting- CD	18.29			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Stephen Lunch Meeting- CD		10 518.09-21-00	Miscellaneous	18.29
I-09282022	9/28/2022	Wildlife Signs- Parks	190.40			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Wildlife Signs- Parks		10 525.05-04-00	Printing	190.40
I-09364G	9/12/2022	Water Service at Plant- Sewer	47.90			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Water Service at Plant- Sewer		30 501.03-04-00	Water	47.90
I-10/4	10/04/2022	Ice for Workshop- Admin	2.95			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Ice for Workshop- Admin		10 501.09-20-02	Meeting Food	2.95
I-1000001	10/04/2022	Food for Workshop- Admin	120.21			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Food for Workshop- Admin		10 501.09-20-02	Meeting Food	120.21
I-10012022	10/01/2022	October Pest Control- Admin	60.00			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		October Pest Control- Admin		10 501.06-02-00	Janitorial Serv	60.00

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=====						
01-02140	Commerce Bank - Commercial Car(** CONTINUED **)					
I-10042022	10/04/2022	Food for Meeting- Admin	28.11			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Food for Meeting- Admin		10 501.09-20-02	Meeting Food	28.11
I-1010001	9/30/2022	Employee Breakfast- Admin	145.42			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Employee Breakfast- Admin		10 501.09-20-02	Meeting Food	145.42
I-10100010	10/21/2022	Food For Meeting- Admin	47.83			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Food For Meeting- Admin		10 501.09-20-02	Meeting Food	47.83
I-101520221	10/15/2022	Fall Cleanup Lunch- Streets	132.19			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Fall Cleanup Lunch- Streets		10 520.07-43-00	Cleanup & Recyc	132.19
I-10252022-1	10/25/2022	Safety Jackets- Streets	96.97			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Safety Jackets- Streets		10 520.05-31-00	Uniforms	96.97
I-10252022-2	10/25/2022	Safety Boots- Streets	355.70			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Safety Boots- Streets		10 520.05-31-00	Uniforms	355.70
I-111-1945897	10/18/2022	Organizer/Whiteboard x2-Admin	54.42			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Hanging Folder Organizer		10 525.05-01-00	Office Supplies	32.08
		WhiteBoard		10 525.05-01-00	Office Supplies	11.17
		WhiteBoard		10 535.05-01-00	Office Supplies	11.17
I-111-8563560	9/06/2022	Phone Case Ramirez-PW/CD	22.98			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Ramirez Public Works		10 515.05-01-00	Office Supplies	11.49
		Ramirez- Community Dev		10 518.05-01-00	Office Supplies	11.49
I-111-86511	10/10/2022	Jacket and Coat-Streets	97.66			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Jacket and Coat-Streets		10 520.05-31-00	Uniforms	97.66
I-1119839037	9/09/2022	Water Pump Ice Maker- Streets	69.99			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Water Pump Ice Maker- Streets		40 520.06-01-00	Building Mainte	69.99
I-11258762427557831	10/01/2022	Breast Cancer Awareness- Admi	90.94			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Breast Cancer Awareness- Admin		10 501.05-01-00	Office Supplies	90.94

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=====						
01-02140	Commerce Bank - Commercial Car(** CONTINUED **)					
I-11285589609713054	10/01/2022	Breast Cancer Awareness-Admin	29.91			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Breast Cancer Awareness-Admin		10 501.05-01-00	Office Supplies	29.91
I-113-07511410153000	9/26/2022	Work Boots Aaron- Parks	118.96			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Work Boots Aaron- Parks		10 525.05-31-00	Uniforms	118.96
I-11382969859288243	9/13/2022	Lights for Ghost Stories- PNS	254.97			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Lights for Ghost Stories- PNS		60 501.05-42-00	Program Expense	254.97
I-114-2936934-402740	9/20/2022	Sling Mounts/Slings- PD	96.92			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Sling Mounts/Slings- PD		10 505.05-21-00	Equipment and H	96.92
I-114-5737752-052822	9/20/2022	LED Bulbs- PD	15.98			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		LED Bulbs- PD		10 505.05-21-00	Equipment and H	15.98
I-114575	10/25/2022	Notary Stamp McChesney-Admin	22.04			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Notary Stamp McChesney-Admin		10 501.05-01-00	Office Supplies	22.04
I-118937	9/21/2022	Meeting PCEDC- Admin	72.50			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Meeting PCEDC- Admin		10 501.09-20-02	Meeting Food	72.50
I-12	9/20/2022	Food For BOA Meeting- Admin	23.01			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Food For BOA Meeting- Admin		10 501.09-20-02	Meeting Food	23.01
I-12-1	9/27/2022	Food for Meeting- Admin	51.59			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Food for Meeting- Admin		10 501.09-20-02	Meeting Food	51.59
I-127274	9/14/2022	Gunter Pest Control- Admin	60.00			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Gunter Pest Control- Admin		10 501.06-01-00	Building Maint	60.00
I-13	9/29/2022	Food MDC Conference- PNS	7.76			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Food MDC Conference- PNS		10 535.01-41-02	Professional De	7.76
I-13-102922	10/29/2022	Refreshments Ghost Stories-PN	89.21			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Refreshments Ghost Stories-PNS		10 535.05-43-00	Volunteer Ackno	89.21

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01-02140	Commerce Bank - Commercial Car(** CONTINUED **)					
I-13284	10/14/2022	MPRA Lunch- Parks	20.00			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		MPRA Lunch- Parks		10 525.01-41-02	Professional De	20.00
I-138200	9/01/2022	APWA R. Wilson- Streets	250.00			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		APWA R. Wilson- Streets		10 520.01-41-02	Professional De	250.00
I-2000103-95364655	10/12/2022	Liquid Paper Pens- Parks	13.14			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Liquid Paper Pens- Parks		10 515.05-01-00	Office Supplies	13.14
I-203978	10/03/2022	Lumber for Bridge- Parks	248.09			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Lumber for Bridge- Parks		10 525.06-01-00	Buildings Maint	248.09
I-208251	9/21/2022	Supplies for Lighting- Parks	337.30			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Supplies for Lighting- Parks		10 560.52-50-00	Parks Capital O	337.30
I-217163	10/19/2022	APA Memberships- CD	533.00			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		APA Memberships- CD		10 518.01-41-00	Membership Fees	533.00
I-225726131002	10/04/2022	Water Dispenser- Admin	71.49			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Water Dispenser- Admin		10 501.05-01-00	Office Supplies	71.49
I-2375504	10/06/2022	Toner for Fax/Printer- PD	351.00			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Toner for Fax/Printer- PD		10 505.05-01-00	Office Supplies	351.00
I-300003172	10/10/2022	GFOA-MO Membership- Admin	75.00			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		GFOA-MO Membership- Admin		10 501.01-41-00	Membership Fees	75.00
I-321456-0	9/07/2022	Office Products-Admin/PW	208.87			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Post Its, Kleenex, Toner-Admin		10 501.05-01-00	Office Supplies	201.02
		Dust Cloths- Public Works		10 515.05-01-00	Office Supplies	7.85
I-322341-0	9/14/2022	Trash Bags, Toilet Paper-Admi	124.65			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Trash Bags, Toilet Paper-Admin		10 501.06-02-00	Janitorial Serv	124.65
I-322564-0	9/16/2022	Paper Towels- Admin	42.68			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Paper Towels- Admin		10 501.06-02-00	Janitorial Serv	42.68

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=====						
01-02140	Commerce Bank - Commercial Car(** CONTINUED **)					
I-323683-0	9/27/2022	Copier Paper- Admin	207.45			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Copier Paper- Admin		10 501.05-01-00	Office Supplies	207.45
I-324648-	10/06/2022	White out/laminator- Admin	158.38			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		White out/laminator- Admin		10 501.05-01-00	Office Supplies	158.38
I-324648-1	10/07/2022	Spare Mouse- Admin	17.58			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Spare Mouse- Admin		10 501.05-01-00	Office Supplies	17.58
I-325840-0	10/17/2022	Paper Towels/Labels- Admin	168.24			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Paper Towels		10 501.06-02-00	Janitorial Serv	66.96
		Labels/Post it Notes		10 501.05-01-00	Office Supplies	101.28
I-327390-0	10/28/2022	Adding Machine/Paper-Admin	170.47			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Adding Machine/Paper-Admin		10 501.05-01-00	Office Supplies	170.47
I-3292934738	10/28/2022	Parking MPR Conference-Admin	30.00			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Parking MPR Conference-Admin		10 501.01-41-02	Professional De	30.00
I-3554-22042427	9/25/2022	Annual Canva Subscription- IT	119.99			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Annual Canva Subscription- IT		10 555.02-02-00	Software	119.99
I-3606	10/20/2022	MML Meeting- Admin	50.00			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		MML Meeting- Admin		10 501.01-41-03	Professional De	50.00
I-37427	10/19/2022	ASFPM Membership- CD	175.00			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		ASFPM Membership- CD		10 518.01-41-00	Membership Fees	175.00
I-3FF3C	10/06/2022	CPWSD#1- Sewer	45.11			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		CPWSD#1- Sewer		30 501.03-04-00	Water	45.11
I-400F1013202203	10/13/2022	Flowers for Fryer- Admin	70.00			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Flowers for Fryer- Admin		10 20070	Vol. Employee F	70.00
I-4176	9/12/2022	Conference Beverage- Admin	2.99			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Conference Beverage- Admin		10 501.09-20-02	Meeting Food	2.99

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01-02140	Commerce Bank - Commercial Car(** CONTINUED **)					
I-424108207	10/24/2022	Materials Ghost Stories- PNS	1,258.50			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Materials Ghost Stories- PNS		60 501.05-42-00	Program Expense	1,258.50
I-43407	10/05/2022	Pink Filter Paper- Admin	72.00			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Pink Filter Paper- Admin		10 501.05-01-00	Office Supplies	72.00
I-4504618389	9/08/2022	WTS Luncheon Abel- PW	35.00			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		WTS Luncheon Abel- PW		10 515.01-41-02	Professional De	35.00
I-4518	9/08/2022	MML Annual Conference-Admin	900.00			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		MML Annual Conference-Admin		10 501.01-41-03	Professional De	900.00
I-4760859109	10/05/2022	MABFO Gault- CD	275.00			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		MABFO Gault- CD		10 518.01-41-02	Professional De	275.00
I-4760859109-B	10/05/2022	MABFO Noland- CD	275.00			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		MABFO Noland- CD		10 518.01-41-02	Professional De	275.00
I-55	10/18/2022	Board Meeting Dinner- Admin	83.29			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Board Meeting Dinner- Admin		10 501.09-20-02	Meeting Food	83.29
I-555962612	9/29/2022	Hotel for MDC Conference- PNS	116.08			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Hotel for MDC Conference- PNS		10 535.01-41-02	Professional De	116.08
I-5750164	10/10/2022	Copier August 2022- Admin	104.58			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Copier August 2022- Admin		10 501.06-34-00	Office Equipmen	104.58
I-614598	10/28/2022	Hilton Hotels- PW	20.00			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Hilton Hotels- PW		10 515.01-41-02	Professional De	20.00
I-63209545767	9/30/2022	Vehicle Wash- PNS	17.00			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Vehicle Wash- PNS		10 535.06-21-00	Vehicle Repair	17.00
I-644613117286411229	9/27/2022	64GB Flash Drive- PD	64.77			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		64GB Flash Drive- PD		10 505.05-01-00	Office Supplies	64.77

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=====						
01-02140	Commerce Bank - Commercial Car(** CONTINUED **)					
I-64464824898727122	10/10/2022	Computer Accessories- PD	36.78			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Computer Accessories- PD		10 505.05-01-00	Office Supplies	36.78
I-808/QD2	10/26/2022	Hilton for Conference- CD	30.00			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Hilton for Conference- CD		10 518.01-41-02	Professional De	30.00
I-80922-2693	9/30/2022	Breast Cancer Awareness-Admin	148.10			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Breast Cancer Awareness-Admin		10 501.09-04-00	Holiday Decorat	148.10
I-8773323901	8/31/2022	Parking- PW	45.00			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Parking- PW		10 515.01-41-02	Professional De	45.00
I-8991G	10/18/2022	Shock/Bacteria Treatment-Park	69.85			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Shock/Bacteria Treatment-Parks		10 525.06-13-00	Spirit Fountain	69.85
I-AUG/SEP2022	9/21/2022	August/Sept 2022 Tmobile Bill	226.37			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Parks		10 525.03-05-00	Mobile Phones &	25.13
		Police		10 505.03-05-00	Mobile Phone &	88.05
		PW		10 515.03-05-00	Mobile Phones &	12.57
		Streets		10 520.03-05-00	Mobile Phones &	75.47
		CD		10 518.03-05-00	Mobile Phones &	25.15
I-KB10282022	10/28/2022	Food Ghost Stories- PNS	356.93			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Food Ghost Stories- PNS		60 501.05-42-00	Program Expense	356.93
I-L12495	9/13/2022	MML Conference- Admin	453.78			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		MML Conference- Admin		10 501.01-41-02	Professional De	453.78
I-MC15896789	9/09/2022	Mail Chimp Essentials- IT	34.00			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Mail Chimp Essentials- IT		10 555.02-02-00	Software	34.00
I-MC16062853	10/09/2022	Mail Chimp Oct 2022-IT	34.00			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Mail Chimp Oct 2022-IT		10 555.02-02-00	Software	34.00
I-O-C8DSUCTWP	9/12/2022	Conference- PNS	125.00			
	AP	DRAFT DFT 000000 10/24/2022		1099: N		
		Conference- PNS		10 535.01-41-02	Professional De	125.00

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=====						
01-02140	Commerce Bank - Commercial Car(** CONTINUED **)					
I-S2294958	9/21/2022	Replacement AED- PD	1,396.52			
	AP	DRAFT DFT 000000 11/24/2022		1099: N		
		Replacement AED- PD		10 505.05-21-00	Equipment and H	1,396.52
I-S66636	10/12/2022	T Shirts Ghost Stories- PNS	1,119.00			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		T Shirts Ghost Stories- PNS		60 501.05-42-00	Program Expense	1,119.00
I-SEP/OCT2022	9/21/2022	Sept/October Tmobile Bill	226.37			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Sept/October Tmobile Bill		10 525.03-05-00	Mobile Phones &	25.13
		Sept/October Tmobile Bill		10 505.03-05-00	Mobile Phone &	88.05
		Sept/October Tmobile Bill		10 515.03-05-00	Mobile Phones &	12.57
		Sept/October Tmobile Bill		10 520.03-05-00	Mobile Phones &	75.47
		Sept/October Tmobile Bill		10 518.03-05-00	Mobile Phones &	25.15
I-VP-265VRKVT	10/14/2022	Coyote Warning Sign- Parks	202.57			
	AP	DRAFT DFT 000000 11/21/2022		1099: N		
		Coyote Warning Sign- Parks		10 525.05-04-00	Printing	202.57
		=== VENDOR TOTALS ===	17,796.24			
=====						
01-02057	Lowe's Accounts Receivable					
I-S1078DP2178628	10/10/2022	A-Truss Decking Lumber-Parks	67.03			
	AP	DRAFT DFT 000000 11/30/2022		1099: N		
		A-Truss Decking Lumber-Parks		10 525.06-21-01	Equipment Repai	67.03
I-S1078QOW4719618	10/11/2022	Stain/Caulking- Parks	65.83			
	AP	DRAFT DFT 000000 11/30/2022		1099: N		
		Stain/Caulking- Parks		10 525.05-21-00	Equipment & Ha	65.83
		=== VENDOR TOTALS ===	132.86			
=====						
01-00159	Missouri American Water					
I-DEC2022-6841	11/11/2022	8602 NW 62 St- Admin	19.06			
	AP	DRAFT DFT 000000 12/05/2022		1099: N		
		8602 NW 62 St- Admin		10 501.03-04-00	Water	19.06
I-Dec2022-1203	11/11/2022	25 W Main St-Parks	77.80			
	AP	DRAFT DFT 000000 12/07/2022		1099: N		
		25 W Main St-Parks		10 525.03-04-00	Water	77.80
I-Dec2022-2095	11/11/2022	East St Ftn 1- Parks	9.89			
	AP	DRAFT DFT 000000 12/07/2022		1099: N		
		East St Ftn 1- Parks		10 525.03-04-00	Water	9.89

PACKET: 07664 12.06.2022 Direct Payable

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-Dec2022-2187	11/13/2022	East St Ftn 2- Parks	9.89			
	AP	DRAFT DFT 000000 12/07/2022		1099: N		
		East St Ftn 2- Parks		10 525.03-04-00	Water	9.89
I-Dec2022-2453	11/11/2022	East St Ftn 3- Parks	9.89			
	AP	DRAFT DFT 000000 12/07/2022		1099: N		
		East St Ftn 3- Parks		10 525.03-04-00	Water	9.89
I-Dec2022-3099	11/14/2022	8880 Clark Ave- Admin	422.99			
	AP	DRAFT DFT 000000 12/08/2022		1099: N		
		8880 Clark Ave- Admin		10 501.03-04-00	Water	422.99
I-Dec2022-3333	11/11/2022	East St Hydrant- Admin	30.54			
	AP	DRAFT DFT 000000 12/07/2022		1099: N		
		East St Hydrant- Admin		10 501.03-04-00	Water	30.54
I-Dec2022-4314	11/09/2022	102 E 1st St Sprinkler-Parks	81.13			
	AP	DRAFT DFT 000000 12/05/2022		1099: N		
		102 E 1st St Sprinkler-Parks		10 525.03-04-00	Water	81.13
I-Dec2022-6548	11/11/2022	S Main St- Parks	44.20			
	AP	DRAFT DFT 000000 12/07/2022		1099: N		
		S Main St- Parks		10 525.03-04-00	Water	44.20
I-Dec2022-6623	11/11/2022	25 Main St- Sewer	132.82			
	AP	DRAFT DFT 000000 12/07/2022		1099: N		
		25 Main St- Parks		30 501.03-04-00	Water	132.82
I-Dec2022-8321	11/13/2022	8701 River Park Dr Ftn-Admin	14.82			
	AP	DRAFT DFT 000000 12/07/2022		1099: N		
		8701 River Park Dr Ftn-Admin		10 501.03-04-00	Water	14.82
I-Dec2022-8413	11/11/2022	1st & Main St- Parks	18.36			
	AP	DRAFT DFT 000000 12/07/2022		1099: N		
		1st & Main St- Parks		10 525.03-04-00	Water	18.36
I-Dec2022-9321	11/11/2022	8875 Clark Ave Sprklr- Admin	30.54			
	AP	DRAFT DFT 000000 12/07/2022		1099: N		
		8875 Clark Ave Sprklr- Admin		10 501.03-04-00	Water	30.54
I-Dec2022-2538	11/11/2022	East St Ftn 4- Parks	21.88			
	AP	DRAFT DFT 000000 12/07/2022		1099: N		
		East St Ftn 4- Parks		10 525.03-04-00	Water	21.88
		=== VENDOR TOTALS ===	923.81			
		=== PACKET TOTALS ===	18,852.91			

PACKET: 07664 12.06.2022 Direct Payable

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

** T O T A L S **

INVOICE TOTALS 18,852.91

DEBIT MEMO TOTALS 0.00

CREDIT MEMO TOTALS 0.00

BATCH TOTALS 18,852.91

** G/L ACCOUNT TOTALS **

BANK	YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
					ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2022	01	-19101	Due From General Fund	15,115.64 *						
	01	-19301	Due From Sewer Service F	368.65 *						
	01	-19401	Due From Capital Project	69.99 *						
	01	-19601	Due From Nature Sanctuar	3,298.63 *						
	10	-20070	Vol. Employee Fund W/H	70.00						
	10	-22001	AP Pending (Due to Poole	15,115.64-*						
	10	-501.01-41-00	Membership Fees & Dues -	75.00	3,100	523.85-	Y	24,100	8,709.18-	Y
	10	-501.01-41-02	Professional Dev - Staff	483.78	18,000	7,217.09		24,100	9,117.96-	Y
	10	-501.01-41-03	Professional Dev - Board	950.00	3,000	16,836.20-	Y	24,100	9,584.18-	Y
	10	-501.03-04-00	Water	576.80	7,000	1,461.83		7,000	1,461.83	
	10	-501.05-01-00	Office Supplies & Consum	1,142.56	3,500	828.14-	Y	3,500	828.14-	Y
	10	-501.05-05-00	Publications	69.00	150	20.77-	Y	150	20.77-	Y
	10	-501.06-01-00	Building Maint & Repair	60.00	20,000	5,356.33		30,000	7,202.33	
	10	-501.06-02-00	Janitorial Services/Supp	294.29	15,000	2,332.32		15,000	2,332.32	
	10	-501.06-34-00	Office Equipment Mainten	104.58	1,500	212.39-	Y	1,500	212.39-	Y
	10	-501.09-04-00	Holiday Decorations	148.10	1,000	851.90		1,000	851.90	
	10	-501.09-20-02	Meeting Food	920.29	1,000	2,442.59-	Y	1,250	3,124.90-	Y
	10	-505.03-01-00	Telephone & Voicemail	355.92	1,500	392.29-	Y	1,500	392.29-	Y
	10	-505.03-05-00	Mobile Phone & Pagers	176.10	4,500	3,132.93		4,500	3,132.93	
	10	-505.05-01-00	Office Supplies & Consum	452.55	2,800	1,392.59		2,800	1,392.59	
	10	-505.05-21-00	Equipment and Handtools	1,509.42	10,000	6,044.11		10,000	6,044.11	
	10	-515.01-41-02	Professional Development	1,276.75	4,000	349.24-	Y	4,825	296.24-	Y
	10	-515.03-05-00	Mobile Phones & Pagers	25.14	700	79.01		700	79.01	
	10	-515.05-01-00	Office Supplies & Consum	32.48	850	451.88		850	451.88	
	10	-518.01-41-00	Membership Fees & Dues	1,207.00	1,300	645.00-	Y	13,800	9,014.00	
	10	-518.01-41-02	Professional Development	760.00	12,500	8,899.00		13,800	9,461.00	
	10	-518.03-05-00	Mobile Phones & Pagers	50.30	1,500	1,233.13		1,500	1,233.13	
	10	-518.05-01-00	Office Supplies & Consum	14.33	1,000	728.62		1,000	728.62	
	10	-518.09-21-00	Miscellaneous	18.29	900	849.21		900	849.21	
	10	-520.01-41-02	Professional Development	250.00	500	208.97		500	208.97	
	10	-520.03-01-00	Telephone & Voicemail	369.60	2,800	429.99		2,800	429.99	
	10	-520.03-05-00	Mobile Phones & Pagers	150.94	2,800	2,498.23		2,800	2,498.23	
	10	-520.05-31-00	Uniforms	550.33	3,000	1,119.24		3,000	1,119.24	
	10	-520.07-43-00	Cleanup & Recycling Expe	132.19	19,000	2,191.99		27,000	2,256.99	
	10	-525.01-41-02	Professional Development	20.00	500	480.00		500	100.00	
	10	-525.03-01-00	Telephone & Voicemail	576.49	3,500	431.12		3,500	431.12	

PACKET: 07664 12.06.2022 Direct Payable

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

ITM DATE		GROSS	P.O. #					
-----ID-----	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION		
** G/L ACCOUNT TOTALS **								
BANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
10	-525.03-04-00	Water		273.04	6,000	2,040.44	6,000	2,040.44
10	-525.03-05-00	Mobile Phones & Pagers		50.26	800	699.49	800	699.49
10	-525.05-01-00	Office Supplies & Consum		43.25	500	168.38	500	168.38
10	-525.05-04-00	Printing		392.97	500	711.20- Y	500	711.20- Y
10	-525.05-21-00	Equipment & Handtools		65.83	7,500	813.58	7,500	813.58
10	-525.05-31-00	Uniforms		118.96	2,000	1,550.37	2,000	1,550.37
10	-525.06-01-00	Buildings Maint & Repair		248.09	8,000	3,717.31- Y	8,000	3,717.31- Y
10	-525.06-13-00	Spirit Fountain		69.85	2,500	1,375.54	2,500	1,375.54
10	-525.06-21-01	Equipment Repair & Maint		67.03	400	2,359.36- Y	10,400	6,950.60- Y
10	-535.01-41-02	Professional Development		298.61	1,000	298.61- Y	1,000	298.61- Y
10	-535.05-01-00	Office Supplies & Consum		11.17	150	16.59- Y	150	16.59- Y
10	-535.05-43-00	Volunteer Acknowledgemen		89.21	600	252.14- Y	600	252.14- Y
10	-535.06-21-00	Vehicle Repair & Mainten		17.00	1,000	837.61	2,000	1,792.29
10	-535.06-22-00	Vehicle Gas & Oil		22.85	400	100.44	400	100.44
10	-555.02-02-00	Software		187.99	29,000	4,790.89	29,000	4,790.89
10	-560.52-50-00	Parks Capital Outlay		337.30	0	798.80- Y	0	798.80- Y
30	-22001	AP Pending (Due to Poole		368.65-*				
30	-501.03-01-00	Telephone & Voicemail		142.82	1,500	730.93	1,500	730.93
30	-501.03-04-00	Water		225.83	2,000	1,136.27- Y	2,000	1,136.27- Y
40	-22001	A/P Pending (Due to Pool		69.99-*				
40	-520.06-01-00	Building Maintenance & R		69.99	5,000	1,606.27	5,000	1,606.27
60	-22001	A/P Pending (Due to Pool		3,298.63-*				
60	-501.05-42-00	Program Expenses		3,298.63	4,200	3,758.54- Y	4,200	3,758.54- Y
** 2022 YEAR TOTALS				18,852.91				

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

** END OF REPORT **

CITY OF PARKVILLE Policy Report

Date: November 30, 2022

Prepared By:

Jeffery Rhodes, Asst. to City Administrator

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve the first reading of an ordinance to adopt the 2023 Operating Budget and 2023-2027 Capital Improvement Program (Administration)

BACKGROUND:

The City operates on a January 1 – December 31 fiscal year and therefore must adopt a 2023 budget before the end of the 2022 calendar year. The process involves four budget work sessions followed by adoption of the final -- balanced -- budget at a legislative Board of Aldermen meeting for the first reading on December 6, 2022, and second reading on December 20, 2022.

The work sessions are highlighted as follows:

- First session: 2023 Budget Priorities: Organizational Excellence, Infrastructure & Public Facilities, Quality Development, Parks & Recreation, Communications and Public Safety; General Fund (Personnel/LAGERS changes); Emergency Reserve Fund; Diversifying Revenue Options: Public Safety Sales Tax and/or Use Tax and/or Property Tax increase
- Second session: Parks and Recreation Fund/related capital, Nature Sanctuary/related capital, Transportation Fund/related capital
- Third session: Sewer Fund/related capital, Sewer rates, upcoming sewer system business analysis and Minor Funds
- Fourth (special) session: 2023 Proposed Balanced Budget

Minor adjustments since last session:

- The General Fund was decreased by \$15,000 for payment of 7/4/2023 fireworks display - moved to the Economic Development/Tourism fund.
- The General Fund was increased for IT-related expenses for recently proposed IT budget needs, including Replacement of a 2018 server; 2019 firewall/router; and other related IT allocations such as Anti-virus software and malware/antivirus mail filter, \$15,000.

BUDGET IMPACT:

Fund	Available Revenues	Expenses	Balance
General	\$7,468,001	\$6,007,841	\$1,460,160
Emergency Reserve	\$1,332,108	\$ - -	\$1,332,108
Sewer	\$3,208,067	\$1,983,208	\$1,224,859

Transportation	\$1,885,194	\$1,690,985	\$194,209
Parks & Recreation	\$1,933,097	\$1,173,631	\$759,466
Nature Sanctuary	\$215,832	\$181,254	\$34,578
American Rescue Plan Act (ARPA)	\$859,114	\$500,000	\$359,114
Economic Development	\$75,546	\$60,000	\$15,546
Fewson Fund	\$604,173	\$24,019	\$580,154
Veterans Memorial Fund	\$124,829	\$124,829	\$ - -
Projects Fund (9 Hwy)	\$(365,390)	\$ - -	\$(365,390)
TOTAL	\$17,340,571	\$11,760,767	\$5,579,804
Debt Service	\$1,635,080	\$1,529,907	\$20,208
Capital Improvement included in above totals.			\$1,967,794
(2023) TOTAL:			

ALTERNATIVES:

1. Adopt an ordinance for the 2023 Operating Budget and the 2023-2027 Capital Improvement Program.
2. Adopt an ordinance, subject to changes as desired by the Board of Aldermen.
3. Postpone the item to December 20, 2022, and provide further directions to the City Administrator.

FINANCE COMMITTEE RECOMMENDATION:

The budget was presented to the entire Board of Aldermen during budget work sessions.

STAFF RECOMMENDATION:

Staff recommends the approval of the first reading of an ordinance to adopt the 2023 Operating Budget and the 2023-2027 Capital Improvement Program.

POLICY:

Per Parkville Municipal Code Section 112.070(B), the City Administrator is responsible for presenting annual budgets to the Board of Aldermen for approval, which requires an ordinance.

SUGGESTED MOTION:

I move to approve Bill No. 3217, an ordinance adopting the 2023 Operating Budget and the 2023-2027 Capital Improvement Program, on first reading and postpone the second reading to December 20, 2022.

ATTACHMENTS:

1. Ordinance
2. 2023 Proposed Budget

BILL NO. 3217

ORDINANCE NO. _____

AN ORDINANCE APPROVING AND ADOPTING THE OPERATING BUDGET FOR THE PERIOD FROM JANUARY 1 THROUGH DECEMBER 31, 2023, AND THE CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEARS 2023 THROUGH 2027 FOR THE CITY OF PARKVILLE, MISSOURI

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

Section 1. The Board of Aldermen does hereby approve and adopt the 2023 Operating Budget for the City of Parkville, said budget attached hereto and incorporated herein by reference.

Section 2. The Board of Aldermen does hereby approve the 2023 – 2027 Capital Improvement Program (CIP), said CIP attached hereto and incorporated herein by reference.

Section 4. This ordinance shall become effective as of January 1, 2023.

PASSED and APPROVED this 20th day of December 2022.

Mayor Dean Katerndahl

ATTESTED:

City Clerk Melissa McChesney



December 6, 2022

The Honorable Dean Katerndahl, Mayor
Members of the Board of Aldermen
Citizens of Parkville
Parkville, Missouri

RE: Budget Message from the City Administrator

Dear Mayor Katerndahl and Board of Aldermen:

It is my pleasure to formally present the City of Parkville's proposed Fiscal Year 2023 Budget for your review and consideration. The document includes a 5-year forecast reflecting an annual 3% growth in operating costs. This entire document serves as a resource allocation plan that meets the requirements of the City of Parkville by being balanced and prepared under the principles and rules of the City's Fiscal Reserve Policy currently in effect. The budget reflects both Board of Aldermen and community priorities, and the City's commitment to maintaining Parkville's charming yet growing community.

BUDGET PROCESS and PRIORITIES for 2023

In August, the Mayor, Board of Aldermen and Leadership Team held a two-day planning session and retreat led by Strategic Government Resources (SGR) to establish strategic goals, priorities, and to discuss issues heard from, and facing, the community. They also reviewed best practices of Servant Leadership.

For your convenience, attached as Exhibit A, Strategic Planning Goals and Objectives, are the programs and projects within the 2023 budget as they correlate to Strategies specified from the event. Also, the Strategic Planning Goals and Objectives serve as a guide when staff worked to develop the proposed Capital Improvement Plan, included as Exhibit C.

The proposed budget is balanced and is reflective of those action-based items previously discussed during strategic planning and work sessions in August, October and November. The City Clerk has posted a budget summary for public viewing on the city's website at <https://parkvillemo.gov/government/public-documents/>

The budget presented is balanced with expenses in the amount of \$11,760,767, allocated as follows:

Fund	Available Revenues	Expenses	Balance
General	\$7,468,001	\$6,007,841	\$1,460,160
Emergency Reserve	\$1,332,108	\$--	\$1,332,108
Sewer	\$3,208,067	\$1,983,208	\$1,224,859
Transportation	\$1,885,194	\$1,690,985	\$194,209
Parks & Recreation	\$1,933,097	\$1,173,631	\$759,466
Nature Sanctuary	\$215,832	\$181,254	\$34,578

American Rescue Plan (ARPA)	\$859,114	\$500,000	\$359,114
Economic Development / Tourism	\$75,546	\$75,000	\$546
Fewson Fund	\$604,173	\$24,019	\$580,154
Veterans Memorial Fund	\$124,829	\$124,829	\$ -
Projects Fund (9 Hwy)	\$(365,390)	\$--	\$(365,390)
TOTAL:	\$17,340,571	\$11,760,767	\$5,879,804
Debt Service	\$1,635,080	\$1,529,907	\$20,208
2023 CIP, included in above totals			\$1,967,794

RESERVE POLICY

The Reserve Policy, in accordance with Policy Number 100-06 (Resolution No. 12-01-13), has been met.

It states: "...the general fund balance should be no less than 5% of general fund appropriations for the succeeding fiscal year", and "The City will endeavor to grow a general fund balance of 15% of general fund appropriations for the succeeding fiscal year." For the 2023 budget year, the General Fund reserve sits at 24.5% of expenditures. For the budget overall, our reserves sit at 47.7% of budgeted expenditures.

BUDGET DOCUMENT DIFFERENCES and FEATURES

A change from 2022 budget document is moving allocations for departments that have their own funding stream, and into their own designated fund, as well as centralizing accounting to appropriate funds. These changes impact the "Transfers In" and "Transfers Out" in related funds, which impacts historical comparison; however, this allows for better reporting and accountability. Those changes include:

- Parks and Recreation Fund (previously referred to as Park Sales Tax) with appropriate transfer from General Fund, to support Parks and Recreation operations all within one location. Previously a transfer from Park Sales Tax to General Fund was made. This transfer has been eliminated.
- Nature Sanctuary with appropriate transfer from General Fund to support operations within one location
- Streets related expenses previously in the General Fund are now centralized in the Transportation Fund with an appropriate transfer from General Fund. Previously a transfer from Transportation to General Fund was made. This transfer has been eliminated.
- Transportation expenses, like Household Hazardous Waste (HHW) and related city service programs have moved to General Fund, Public Works Department.

BUDGET FUND OVERVIEW and HIGHLIGHTS

The budget includes three Major Governmental Funds, one Enterprise Fund, and multiple non-major Governmental/ special revenue funds.

Major Governmental Funds:

- General Fund, an unrestricted fund, which is the main operating fund of the City, finances departments, such as: Public Safety (Police), Public Works (Engineering and Construction Inspections), Community Development (Building Inspections and Code Enforcement), MIS/IT, Finance, Human Resources, City Clerk, Administration, and Board of Aldermen.
- Debt Service Fund, accounts for the accumulation of resources for payment of principal and interest on long-term obligations of the city.
- Capital Projects, is used to account for large dollar maintenance projects and major capital improvement projects.

Enterprise/Proprietary Fund:

Sewer Fund, The Sewer Utility Enterprise Fund includes the city's Waste Water Treatment Plant, sewer pumping stations, meter services, billing and collections, and funds the maintenance currently under contract to Alliance Water Resources, Inc., in the third year of a 3-year agreement, who maintains the WWTP and all sewer infrastructure throughout the City.

Non-major Governmental Funds/Special Revenue Funds:

- Parks and Recreation (Park Donation now included here), restricted for park related purposes including city half-percent park sales tax.
- Parkville Nature Sanctuary (PNS), restricted for PNS resulting from donation received from the Erik and Anna Andersen Trust (2006). Once proceeds spent down, PNS to be moved within the Parks and Recreation Fund.
- Transportation Sales Tax, restricted for transportation purposes including the city half-percent transportation sales tax, and a county tax distribution for capital improvements and related expenses.
- Economic Development (ED), restricted for ED purposes including the related hotel-motel tax (in accordance with State law and development incentive terms).
- ARPA, one-time funding received from Federal Government, via State of Missouri, to assist with revenue shortfall – to be spent by end of 2024.
- Other, includes: Emergency Reserve, Fewson Project, Project Fund (9 Hwy), and Veterans Memorial.

General Fund Overview:

Revenues:

There are many revenues within the General Fund and they are in categories of Taxes, Licenses, Permits, Franchise Fees, Court Revenues, and Miscellaneous/Other (including "Transfers In" from ARPA and the Sewer Fund). New in 2023, the budget document provides further breakout of information; specifically, Property and Sales Tax are listed separately. All revenues are either similar to 2022; however two revenue areas of decline include Court Revenue and Miscellaneous Revenue (Insurance Claim Reimbursement(s)).

- Court Revenue is estimated 10% reduced from the prior year, 2022, and reflects a 38% reduction from 2021.
Note: This is an area that continues to see decline year-after-year, and
- Miscellaneous Revenue is projected less due to 1-time insurance claim reimbursement(s) received in 2022.

Property Tax revenue is a source of revenue completely controlled by the City. Only the Mayor and Board of Aldermen has the authority to establish a property tax rate (as done for the 2022 FY via Ordinance 22-3138), and no other governmental unit may appropriate the funds for their own use. It includes real property, personal property (including vehicles, machinery, and equipment). Platte County collects the tax on behalf of Parkville as part of an inter-local agreement. These taxes are estimated at \$1,346,000 based on \$.6097 per \$100 assessed valuation** with a property tax collection rate of 99-100%. The total taxable valuation of all property in the City of Parkville is \$295,888,144.

Sales Tax are distributed from the State of Missouri, Department of Revenue, to municipalities. Sales taxes is estimated at \$1,359,000, and continues to reflect a strong growth of retail in Parkville. They are trending higher, attributed to:

- Support of Parkville business(es); and
- Continued growth of new retail of products, services, and hospitality industry – particularly in west Parkville.

Expenditures:

Personnel

Employees are the lifeblood of the City, providing all of the essential services necessary for the community. A well-trained and qualified workforce is critical to developing and maintaining a great quality of life for the citizens of Parkville. During strategic planning, the Mayor and Board of Aldermen expressed the desire for organizational excellence. Further, they shared concerns about increased costs of living, and the importance of Parkville remaining competitive by ensuring salaries and benefits are comparable within the region. The 2023 budget reflects the direction to Administration to

develop a plan that would address these concerns. As such, included with this document is the outline of the new salary pay structure as amended with neighboring communities such as Smithville* and Riverside used as comparison.

Last year's 2022 adopted budget included increased salaries for police positions, new positions, and current staff adjustments, to attract officers – and retain existing officers – in this very competitive market. However, these increases and added positions created a structural imbalance in the operating budget for future years. As a result of the inability to fill the open positions in 2022, the fund remained balanced. If the City been able to fill those positions the city would have had to use reserves to balance the fund. To give the City long lasting financial stability it is recommended to find an additional revenue stream (recommended: public safety sales tax) to meet the goal of being structurally balanced to provide organizational excellence that our citizens desire and expect.

The 2023 budget reflects phase 1 of adjusting positions to their appropriate class while also addressing compression. The entire pay scales are recommended to be adjusted and includes increasing the hourly entry wage from \$15.69 to \$17.00 for the City's lowest paid employees including part-time and seasonal. In addition, Police Officer positions, which continue to be difficult to hire, starting salary was elevated from \$50,000 to \$52,600.

Phase 2, planned for FY 2024 (contingent upon available funding), will adjust positions based upon years of service, experience, and education within correct percentile of grade (as recommended in 2021 by the prior City Administration, to adjust majority of positions to 50-60 percentile of grade).

No new positions are proposed; although, the following modifications were made in 2022.

- Assistant to the City Administrator is now titled Assistant City Administrator, and
- Code Enforcement and Inspector, previously two part-time positions, are now merged into 1 full-time position, and
- Receptionist, previously PT, has developed into full-time Deputy City/Payroll-Benefits Clerk, and
- City Clerk is now City Clerk/Communications Specialist. This position will coordinate and expand desired communications to correlate and further the city's open government and transparency best practices.

Salary and benefits for our employees within the General Fund (net transfers out) total \$3,367,356 or 64% of all expenditures. As explained above, a modified Cost of living adjustment of 1.5% is included for all full-time employees. An across-the-board salary adjustment of 2% on the employee anniversary date is also included. Employee health insurance premiums increased 8.9% where the City will continue to participate in the employee's premium costs. There are no positions frozen, and there are no anticipated furloughs this coming year.

The 2023 budget includes a major change to the Local Area Government Employees Retirement System (LAGERS). The budget includes retaining the 4% employee match. However, this budget includes moving the City's Plan from the current L-12 (1.75) Plan to the L-6 (2.0) Plan. This plan increases the benefit to employees upon retirement. The impact of this change will increase the Employer's share of the retirement system contribution, increasing to 3.2% for General employees, and 3.3% for Police employees.

Operating Expenses:

The recommended 2023 General Fund budget includes a 2.5% increase in expenses, or \$147,588 more than what was budgeted in 2022. Including transfers, expenditures are projected to be \$1,759 below anticipated revenues for 2023 (net of fund balance).

Also included in the 2023 budget is the annual allocations to Parkville Economic Development Council (\$40,000), Parkville Chamber (\$2,530), Northland Chamber (\$350), and the Platte County Economic Development Council (\$2,100). It is noteworthy to mention that these expenses will come from the city's Economic Development/Tourism fund. In 2023, the Main Street Parkville Association will receive \$15,000 for the annual 4h of July fireworks.

Emergency Reserve Fund

In recent years, the Board had strategically grown reserves beyond the minimum target in order to prepare for development NID payments that have since been rectified. The city's Emergency Reserve Fund is planned in 2023 to be maintained at \$1,332,108, which represents approximately 24% of 2023 General Fund budgeted expenditures. This is slightly below the Board's goal to maintain 25% of annual General Fund expenditures in reserve, yet the General Fund still retains a healthy ending fund balance, and would be used to support the General Fund should other revenue streams not come to fruition as planned.

Debt Service Fund

Related debt service funds are centralized within the report to see all debt related expenses. The total debt service is 13% of expenditures or \$1,529,907.

It is important to note that both Brush Creek NID and Brink Meyer NID payments, are covered and paid via the annual land purchase agreement sales payments of \$500,000, having zero net impact to the General fund.

Sewer Enterprise Fund

The Board of Aldermen's policy related to the Sewer fund is to maintain working capital equal to at least 90 days of operating expenses plus the current annual debt service payment. The 2023 budget reflects a projected balance of working capital above the target. The 2023 Sewer Fund estimated ending fund balance is \$1,224,859, which is above the working capital target.

The city provides utility services to both residential and non-residential customers within the southern portion of the City limits.

Separately, in order to meet the minimum objectives of focusing on maintained public infrastructure, the proposed rates for sewer/wastewater services will increase 3% in 2023 – as previously discussed and planned by the Board of Aldermen. Based on the proposed rates, a customer with typical monthly flow of 4,000 gallons per month will experience an increase of \$1.75 in their wastewater bill per month, or about \$21 per year.

Revenue in this fund remains slightly elevated due to the proposed rate increase. Of the total revenue of \$3,208,067, \$1,168,954 is the beginning fund balance rolling over from 2022.

The City has an agreement with the Alliance Water Resources, Inc. to maintain our Waste Water Treatment Facility (WWTF). Annually, the city pays \$330,631 for this service. In addition, there is a debt service of \$187,500 for Sewer Plant upgrades.

As part of our ongoing strategic and capital planning measures, in addition to ongoing maintenance and capital improvements (as outlined in Exhibit A), the City is commissioning a Sewer/Wastewater Business Analysis Study to analyze operational business practice and options for providing wastewater collection and treatment services:

- a. Continued outsource of maintenance of facilities and infrastructure,
- b. Consider bringing maintenance of facilities and infrastructure in-house,
- c. Partner with Platte County Sewer District,
- d. Transition services to private sector.

Contingent upon the outcome of the Business Analysis Study, Administration recommends the city commission an additional sewer/wastewater rate study regarding rate structure(s), as well as related administrative sewer services charges and expenditures of the utility system related to allocation. The deliverable will be to provide recommendations for proposed best business practices to meet the financial, administrative goals and objectives of consumers within the City. The primary objectives of a rate study include:

- Full cost recovery (i.e. operating costs, debt and other expenditure requirements),
- Cost-based rate structure,
- Consistency with industry standards,
- Equity among customer classes,
- Administrative efficiency (i.e. easy to understand and implement), and
- 5-Year capital funding plan.

Transportation Fund

The Transportation Fund now contains all associated costs from the former Streets Department within the General Fund. There is a General Fund transfer to the Transportation Fund in the amount of \$236,000 to address those services and expenses handled by the Transportation Staff, yet are not directly street related costs i.e., the annual bulky item pick-up and other similar programs.

Infrastructure has been a citywide focus - from citizens to the Board of Aldermen - for the past several years. In 2022, the city saw one of the phases of the Route 9 project, from Highway 45 to Lakeview Drive, mostly completed – final landscaping is pending, as well as continued maintenance of our roads, sidewalks and curbs – as funding is available.

The Transportation Budget is taking a big step in 2023 as we introduce a pavement management and preservation process. This will help the city leverage industry standards, expertise, artificial intelligence, and high definition streaming video to convey the condition of Parkville's pavement. This report will help guide maintenance of our streets by determining the right treatment, to the right pavement, and at the right time – while maximizing annual maintenance and extending the life of our roadway network. With the satisfactory utilization of this data, future years will address curbs and sidewalks.

Also of great assistance to the city of Parkville was the passage of the Platte County Transportation tax in November 2022. This ensures that standard funding for continued maintenance will assist the city to address infrastructure needs.

The future of infrastructure and capital improvement needs is addressed below in “**Planning for the Future**”, and references two large transportation projects including the next phase of 9 Highway (Triangle/Main Street), and sidewalks on Bell Road from 45 Highway to Hamilton.

Parks and Recreation, and Nature Sanctuary Fund

The Parks and Recreation Fund now contains all appropriate revenues and expenditures with a transfer from the General Fund, equivalent of the average of three prior years' expenses, of \$350,000. With assistance and positive performance of the half cent park sales tax, the projected revenues for Park in 2023 are \$1,161,000; coupled with the beginning fund balance of \$772,097, the Parks and Recreation Fund has adequate funding for a Parks Master Plan update to the original plan completed in 2016. This update will direct the Parkville Parks and Recreation Department via community feedback and guidance as to projects in the future; specifically, usage of the pending Platte County Partnership Grant originally outlined to place multi-use fields at Platte Landing Park. This project has been put on hold pending additional direction from the master plan update, which involves the community.

Moreover, other projects are outlined to proceed; including: Gateway Park, conversion of the sports field (as required by the National Park Service) correlating to the Veterans Memorial, Train Depot building maintenance, trail enhancements and an automated facility reservation system.

The *Parkville Nature Sanctuary (PNS)* also has its own fund this year. The General Fund will also transfer \$63,000, the equivalent of the average of three prior years' expenses. PNS received a substantial donation in 2006 from Erik and Anna Andersen. As such, PNS will focus on maintenance and upgrades by focusing on trails, shelter house renovations and ADA accessibility. It is important to note that once these funds are spent down over the next several years, the Nature Sanctuary fund will be moved under the Parks and Recreation Fund where it is currently managed.

Economic Development Fund

The Economic Development Fund generates revenues from a 5% guest room tax – mostly from the Creekside hotel. It is noteworthy to mention that 50% is conveyed to the developer, and of the 50% to the city, an additional 75% of funds received are returned back to the developer for infrastructure related expenses. These expenses are associated and in accordance with the development agreement. The revenue from the fund, while appearing high, is mostly returned to pay for those infrastructure costs thereby leaving a small amount – forecast to be around \$10,000/year. With the beginning fund balance \$17,546, the Economic Development Fund is projected to have approximately \$27,546 available in 2023.

While there are numerous organizations that provide economic support to the city – and should be associated with this fund – only one (1) specific organization is receiving funds in the amount of a \$15,000 allocation to the Main Street Parkville Association for annual fireworks on the 4th of July. All others are funded from the General Fund.

PLANNING FOR THE FUTURE

Use Tax or Increasing Property Rate of Tax

In diversifying and strengthening the city's revenue stream, the city is proactive in applying for grants that aid with the costs of large projects; specifically capital improvement and infrastructure related projects like roads and sidewalks. As such, the city has been notified there are two (2) projects (next phase of 9 Highway: Triangle/Main Street, and Bell Road side walks) being recommended for approval through State and Mid-America Regional Council (MARC) programs. This notification will arrive in January 2023, and if approved, funding availability in FY2026.

In order to take advantage of these grant opportunities, the city must find available matching dollars. While the city will continue to explore other sources for contributing/partnering grant dollars, to stabilize these and future projects, a consistent funding stream is recommended. One such method is a Use Tax, which may be considered by citizens at the April 2023 election. Another method would be to increase the General Fund Levy for consideration by citizens at the April 2023 election. A levy of .15 would generate approximately \$466,000, and .20 approximately \$622,000.

CONCLUSION

The total combined recommended budget for fiscal year 2023 for all City personnel, operations, equipment, capital improvements and debt service is \$11,685,267. This is the sum of 12 funds. Attached as Exhibit B and immediately following this letter are the details of the 2023 Proposed Budget.

Parkville is so fortunate to have team members that represent a strong and loyal workforce that truly want to provide citizens with quality services and display commitment to the community. The budget, if fully implemented, provides the resources necessary for them to maintain, and even expand, service levels our citizen's desire. I look forward to working with the Mayor, Board of Aldermen and staff as we all serve the citizens of Parkville.

I would like to thank the Mayor and Board of Aldermen, Leadership Team, and staff for their hard work and support while developing this budget. I especially want to thank Jeffery Rhodes, Assistant City Administrator, Michelle Hefley, Treasurer, and Bryan Kidney, Interim Finance Director, and the rest of the Administrative staff for the many hours of work they have undertaken to ensure the accuracy and completeness of this budget document.

EXHIBIT A:

2023 Strategic Planning Goals & Objectives

Exhibit A: Strategic Planning Goals and Objectives

In August, the Mayor, Board of Aldermen and Leadership Team held a two-day retreat led by Strategic Government Resources (SGR) to establish strategic goals, priorities, discuss issues heard from, and facing, the community. They also reviewed best practices of Servant Leadership.

This was followed with a return visit by SGR in October to create an Action Plan that correlates to each Strategy. This action plan, many items already “in-process”, will come back before the Board of Aldermen in January 2023 for final review.

From that session, the city of Parkville strategies are outlined as follows:

- ❖ Operational Excellence
- ❖ Sustainable Infrastructure and Public Facilities
- ❖ Quality Development
- ❖ Choice Parks and Recreation
- ❖ Open Communications
- ❖ Exceptional Public Safety

In addition, the principles of Servant Leadership (SL) had a true impact on Parkville’s Mayor and Board of Aldermen and Leadership Team. SL covers the twelve principles that characterize servant leadership; ultimately, “A Servant Leader is someone who puts the needs of others ahead of their own.”

Nurturing Healthy & Trusting Relationships	Leading Innovative Change Into the Future
❖ Listening ❖ Empathy ❖ Building Community Spirit ❖ Nurturing the Spirit ❖ Healing	❖ Awareness ❖ Foresight ❖ Conceptualization ❖ Persuasion ❖ Calling ❖ Stewardship
Being Committed to the Growth of People!	

These principles are what helped generate the list of Strategy objectives in compliance with SL. Servant Leadership Principles: These 12 characteristics which together comprise the sense of “It is not about me. It is not about now”.

Listed below are those strategies with related programs and projects included in the 2023 budget for the city of Parkville.

Strategic Related Programs and Projects

Operational Excellence:

- Recruiting and retaining employees. Addressing over two fiscal years. Phase 1: adopt appropriate salary structure, new grading scale system, to ensure the city continues to provide the level of services expected by residents
- Phase 2, for FY 2024, adjust positions based upon years of service, experience, and education within correct percentile of grade (as recommended 2021, prior CA, to adjust majority of positions to 60 percentile of grade)

- Increase hourly entry wage from \$15.69 to \$17.00 for all civilian employees including part-time and seasonal employees
- Increase Police Officer starting salary, which continue to be difficult to hire, from \$50,000 to \$52,600
- 1.5% COLA effective January 1, 2023 for full-time employees
- 2% across the board salary adjustment effective on employee's anniversary date
- Local Area Government Employee Retirement System (LAGERS), from Plan L12 (1.75) to L6 (2.0)
 - General Employees from 11.0% to 14.2% (3.2% increase as a percent of payroll)
 - Police Employees from 13.3% to 16.6% (3.3% increase as a percent of payroll)
- Provide exemplary employee benefits, 8.9% increase in 2023
- Transfer remaining ARPA (1-time) dollars for financing unfunded/open positions
- Proper tracking and reporting of debt service, developments/incentives include:
 - Staffing and services to analyze incentives for conformance, Insure proceeds of annual land sale payment from Creekside cover cost of debt payment for both (2020A) Brush Creek NID and (2020B) Brink Meyer NID
- Diversify funding sources includes:
Two (2) ballot measure recommendations:
 1. Use Tax: leverage grant funding for projects (recommended for 2026):
 - 9 Highway project : triangle/Main Street area, and
 - Bell Road side walks
 2. Public Safety Sales Tax: Fund Personnel to address the needs of growing Parkville
- Sewer rate standard increase of 3% for continued maintenance and investment of the waste water treatment facility and infrastructure
- Technology upgrades including website update, Parks and facility online reservation system

Infrastructure and Public Facilities:

- Enhance thoroughfare safety, connectivity, and walkability via 9 Highway project, Bell Road sidewalk project, and Parkville ADA Transition Plan, and
- Follow status with community partners regarding railroad noise reduction
- Extend Life of and Investment in infrastructure and equipment
 - Phase 1 of pavement management analysis
 - Continued investment in annual road mill/overlay, crack seal, curb/sidewalk and striping programs
- Waste water treatment plant continued investment and maintenance;
 - Sewer System Analysis
 - Scheduled 3% sewer rate increase
- Vehicle replacement/Fleet management program
- Strategically address facility needs via Platte County Partnership-funding for Farmers Market,
- City Hall "needs" assessment, security and office improvements
 - (2025) final year of temporary general levy for City Hall Certification of Participation (COP)

Quality Development:

- Design and development standards update (Commercial and Residential Development),
- Housing and Density Study
- Tornado Siren (Thousand Oaks)

Investment in Community Partnerships, including:

- Parkville Economic Development Council
- Main Street Parkville Association
- Parkville Chamber of Commerce
- Platte County Economic Development Council.

Choice Parks and Recreation

- Parks Master Plan Update
- Gateway Park
- Conversion of sports field (LWCF) correlating to Veterans Memorial
- Depot building maintenance,
- A-Truss Bridge trail enhancements,
- Facility Reservation system

Communications

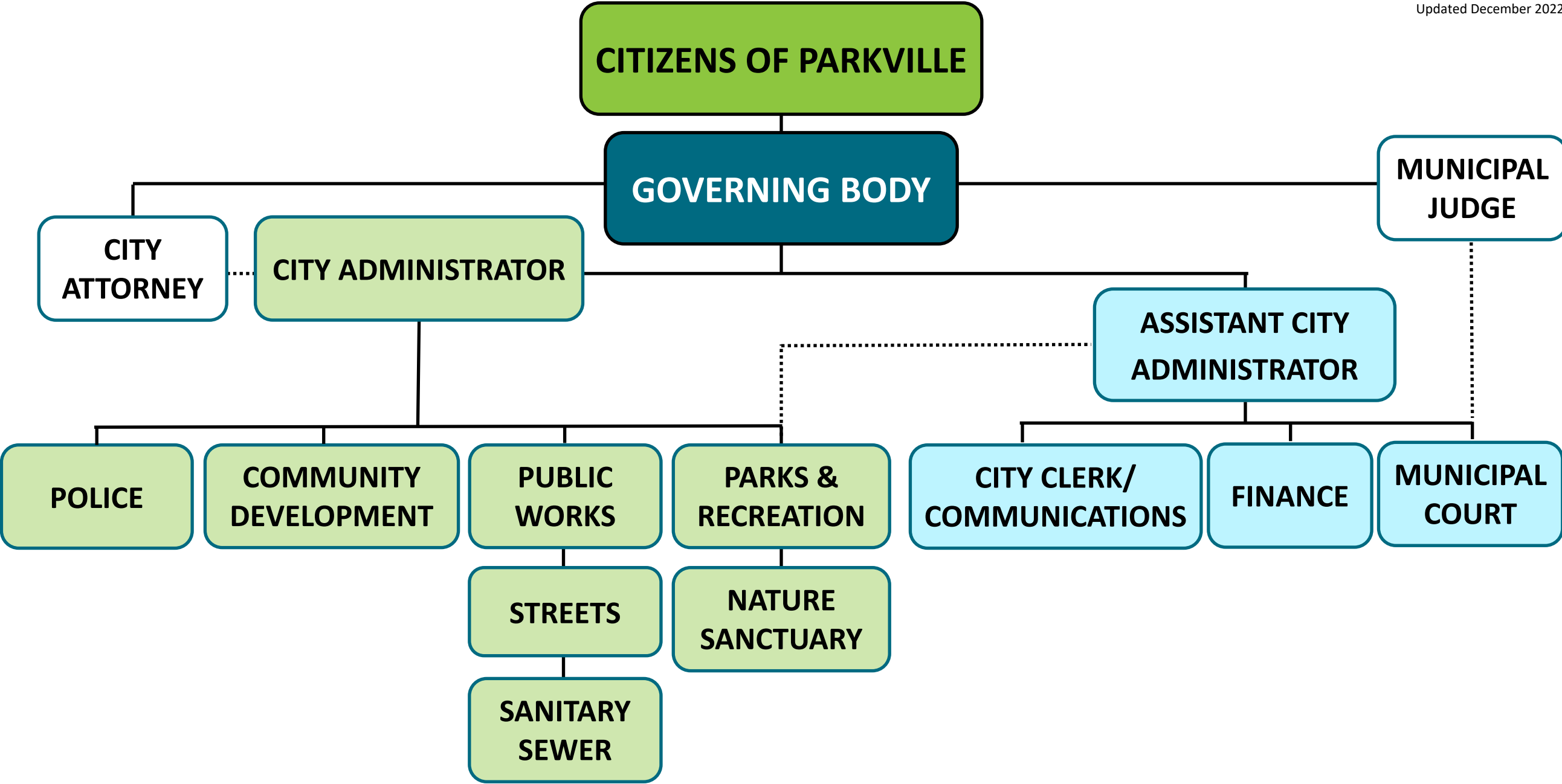
- Citizens Academy
- Records Management System
- Website update

Public Safety:

- Adequate funding to address payroll shortfall via Public Safety Sales Tax ballot measure.
 - address competitive salary and benefit needs
- Facility needs: city hall safety and other improvements and Parkville (west) space needs.

EXHIBIT B:

2023 Proposed Operating Budget



Budgeted Full-Time: 48
Budgeted Part-Time/Seasonal: 6
Elected Officials: 10

FY 2023 All Funds Summary

Fund	Beginning Fund Balance	Revenues	Total Revenue Sources	Expenditures	Estimated Ending Fund Balance
GRAND TOTAL	\$ 6,426,424	\$ 10,914,147	\$ 17,340,571	\$ 11,760,767	\$ 5,579,804
General Fund	1,458,401	6,009,600	7,468,001	6,007,841	1,460,160
Sewer Fund	1,168,954	2,039,113	3,208,067	1,983,208	1,224,859
Emergency Reserve Fund	1,332,108	-	1,332,108	-	1,332,108
Special Revenue Funds					
Transportation Fund	353,260	1,531,934	1,885,194	1,690,985	194,209
Park Fund	772,097	1,161,000	1,933,097	1,173,631	759,466
Nature Sanctuary Fund	142,832	73,000	215,832	181,254	34,578
American Rescue Plan (ARPA)	859,114	-	859,114	500,000	359,114
Economic Development Fund	17,546	58,000	75,546	75,000	546
Fewson Fund	602,673	1,500	604,173	24,019	580,154
Projects Fund	(365,390)	-	(365,390)	-	(365,390)
Veterans Memorial Fund	84,829	40,000	124,829	124,829	-
Special Revenue Subtotal	2,466,961	2,865,434	5,332,395	3,769,718	1,562,677
Debt Service Funds					
Certificates of Participation (COPs)	130,605	509,300	639,905	553,801	86,104
Brush Creek NID	17,623	340,111	357,734	344,204	13,530
Brink Meyer NID	5,681	231,975	237,656	232,202	5,454
Sewer Debt Service	85	187,500	187,585	187,500	85
LPA Road Capital Maintenance	(69,029)	281,229	212,200	212,200	-
Debt Service Subtotal	\$ 84,965	\$ 1,550,115	\$ 1,635,080	\$ 1,529,907	\$ 105,173

General Fund (10) Revenues

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Projection
Total GF Revenue		\$ 5,040,192	\$ 5,802,012	\$ 6,216,681	\$ 6,009,600
Beginning Fund Balance		990,919	742,306	742,306	1,458,401
Total Sources		6,031,111	6,544,318	6,958,987	7,468,001
Taxes	Real & Personal Property Taxes	1,194,935	1,260,802	1,265,000	1,346,000
	Penalties	4,298	4,000	5,000	6,000
	Corporate Merchants & Manufacturing	172,306	172,306	174,394	175,000
	Financial Institution Tax	3	2,500	126	-
	Vehicle Tax	31,050	30,455	36,500	33,000
	Sales Tax	1,172,035	1,086,300	1,300,000	1,359,000
	Motor Vehicle Sales Tax	60,570	61,712	54,000	67,000
	Motor Vehicle Fees	27,351	28,192	25,500	26,000
	Total Taxes	\$ 2,662,548	\$ 2,646,267	\$ 2,860,520	\$ 3,012,000
Licenses	Dog Licenses (Tags)	2,285	2,000	1,800	2,000
	Occupational Licenses	49,519	46,894	43,500	50,000
	Peddlers License	1,450	1,500	150	500
	Liquor Licenses	14,510	18,500	22,500	21,000
	Golf Cart Registration Fees	2,820	2,700	3,500	3,300
	Total Licenses	\$ 70,584	\$ 71,594	\$ 71,450	\$ 76,800

General Fund (10) Revenues

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Projection
Permits	Building Permits	455,921	400,000	400,000	420,000
	Occupancy Permit	2,175	2,550	2,550	3,000
	Sign Permits	1,900	2,500	2,100	2,000
	Development Permits	2,925	1,500	3,000	3,000
	Public Improvement Fees	34,909	31,489	15,000	20,000
	Public Improvement Fees-PW	12,942	50,000	30,000	50,000
	Rezoning Permits	300	600	900	1,000
	Subdivision Permit Fees	5,175	4,000	2,000	2,000
	Board of Zoning Adjustment Application	300	300	-	-
	Conditional Use Permits	300	700	1,300	1,300
	Grading/Public Works Use Permits	295	1,000	600	1,000
	Right of Way Permit Fees	1,840	1,500	12,000	2,000
	Total Permits	\$ 518,982	\$ 496,139	\$ 469,450	\$ 505,300

General Fund (10) Revenues

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Projection
Franchise Fees	Telecom Franchise	93,379	150,000	84,000	85,000
	Missouri Gas Energy	112,546	123,000	155,000	200,000
	Missouri American Water	117,125	110,000	130,000	127,000
	Evergy (formerly KCP&L)	422,219	400,000	250,000	444,000
	Cable/Video Service Franchise	66,999	75,000	57,500	42,000
	Total Franchise Fees	\$ 812,268	\$ 858,000	\$ 676,500	\$ 898,000
Other Revenue	Farmers Market	1,230	1,230	1,267	-
	Park Shelter Reservations	15,000	14,865	13,000	-
	Sports Field Reservations	2,840	4,220	5,200	-
	Special Event Reservations	11,815	10,590	18,000	-
	Total Other Revenue	\$ 30,885	\$ 30,905	\$ 37,467	\$ -
Court Revenue	Fines	63,181	75,000	40,000	38,000
	CVC Reports	124	-	100	-
	Police Reports	3,005	-	3,000	3,000
	Total Court Revenue	\$ 66,310	\$ 75,000	\$ 43,100	\$ 41,000

General Fund (10) Revenues

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Projection
Interest Income	Interest Income	4,623	5,806	7,000	8,000
	CID Marketplace Admin Fee	908	957	1,118	1,000
	Marketplace TIF Admin Fee	-	-	1,992	1,000
	Creekside CID Admin Fee	-	-	927	1,000
	Creekside TDD Admin Fee	-	-	927	1,000
	Creekside TIF Admin Fee	-	-	743	1,000
	Total Interest Income	\$ 5,531	\$ 6,763	\$ 12,706	\$ 13,000
Miscellaneous	Miscellaneous	75,498	75,000	25,000	100,000
	Meeting Videos	-	-	-	
	Leased/Owned Properties	70,551	63,407	58,000	68,000
	FEMA Flood Reparations	63,294	-	-	-
	Sale of Vehicles & Equipment	36,660	-	2,180	2,000
	Insurance Claim Reimbursement (1X)	-	1,500	321,267	-
	Land Sales	-	400,000	526,355	400,000
	Total Miscellaneous	\$ 246,003	\$ 539,907	\$ 932,802	\$ 570,000
Grants	FEMA Grant Revenue	\$ -	\$ -	\$ -	\$ -
	Storm Water Grant	50,061	-	-	-
	Bulletproof Vest Grant	-	-	-	-
	Other Grants	10,820	10,000	32,750	33,000
	Total Grant Revenue	\$ 60,881	\$ 10,000	\$ 32,750	\$ 33,000

General Fund (10) Revenues

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Projection
Transfers	Transfer from Transportation Fund	175,000	225,000	225,000	-
	Transfer from Park Sales Tax Fund	41,200	92,436	94,436	-
	Transfer from the Projects Fund	-	400,000	400,000	-
	Transfer from Park Donations	-	-	-	-
	ARPA Fund	-	-	-	500,000
	Sewer Administrative Fee	350,000	350,000	360,500	360,500
	Total Transfers	566,200	1,067,436	1,079,936	860,500

General Fund Administration (501) Expenses

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Total General Fund Admin (501) Expenses		\$ 1,817,628	\$ 1,584,523	\$ 1,747,875	\$ 2,669,543
Personnel	Salaries	\$ 421,287	\$ 436,175	\$ 482,595	\$ 553,000
	Overtime	69	-	900	-
	Mayor and Aldermen	57,602	57,600	59,817	58,752
	Health & Unemployment Insurance	51,723	49,622	40,983	67,000
	FICA & Medicare	34,068	33,367	38,234	47,000
	Retirement	49,732	42,662	51,062	79,000
	Workers Compensation	3,415	1,000	1,587	1,020
	City Administrator Auto Allowance	1,800	1,800	1,800	1,836
	Total Personnel	\$ 619,696	\$ 622,226	\$ 676,977	\$ 807,608
Insurance	Liability	117,917	126,953	139,767	140,000
	Insurance Deductible	8,818	20,000	12,690	20,000
	Property Insurance	19,879	21,406	24,510	25,000
	Total Insurance	\$ 146,614	\$ 168,359	\$ 176,967	\$ 185,000

General Fund Administration (501) Expenses

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Memberships/Prof Dev	Membership Fees & Dues - Mayor and Board of Aldermen	1,235	4,000	4,630	5,000
	Membership Fees & Dues - Administrative Staff	2,722	3,100	4,570	5,000
	Professional Development - Administrative Staff	6,561	18,000	11,770	20,000
	Professional Development - Mayor and Board of Aldermen	352	3,000	21,584	30,000
	Tuition Reimbursement - Pooled for all staff	-	-	-	10,000
	Total Professional Development	\$ 10,870	\$ 28,100	\$ 42,554	\$ 70,000
Utilities	Telephone & Voicemail	5,493	7,200	5,237	6,000
	Electricity	64,303	73,000	50,111	50,000
	Water	5,863	7,000	2,600	5,000
	Mobile Phones	314	120	180	500
	Cable	2,582	3,000	2,265	4,500
	Trash Hauling/Recycling	690	400	338	500
	Total Utilities	\$ 79,245	\$ 90,720	\$ 60,729	\$ 66,500
Capital Exp.	Lease Purchase - Office Equipment	395	700	495	660
	Facility Improvements	-	-	-	
	Total Capital Expenses	\$ 395	\$ 700	\$ 495	\$ 660

General Fund Administration (501) Expenses

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Office Expenses	Office Supplies, Computer Accessories & Consumable Items	4,347	3,500	3,786	5,000
	Postage	1,156	1,500	1,107	1,500
	Printing	1,199	500	1,413	200
	Publications	68	150	115	250
	Total Office Expenses	\$ 6,770	\$ 5,650	\$ 6,421	\$ 6,950
Maintenance	Building Maintenance & Repair	18,475	20,000	12,849	25,000
	HVAC Maintenance & Repair	5,117	10,000	7,248	10,000
	Janitorial Services/Supplies	10,739	15,000	14,500	15,000
	Train Depot Maintenance - Moved to Parks in 2023	5,396	1,000	471	-
	Office Equipment Maintenance	1,656	1,500	2,204	1,500
	Total Maintenance	\$ 41,383	\$ 47,500	\$ 37,272	\$ 51,500
City Services	Elections	10,497	4,000	4,942	12,000
	Advertising/Public Notice	1,969	1,500	47	1,000
	Credit Card Processing Fees	331	1,000	29	-
	Friends of Parkville Animal Shelter - Animal Control	6,000	6,000	6,000	6,000
	Total City Services	\$ 18,797	\$ 12,500	\$ 11,017	\$ 19,000

General Fund Administration (501) Expenses

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Professional Fees	Attorney/Legal Fees	78,371	125,000	68,859	165,000
	Litigation	303,332	50,000	93,805	75,000
	Auditor Fees	18,800	20,000	31,145	20,000
	Professional Services	114,561	90,000	76,610	180,000
	Attorney Fees - Creekside	-	-	32,000	30,000
	Total Professional Fees	\$ 515,064	\$ 285,000	\$ 302,419	\$ 470,000
Other Expenses	Festivals & Events	196	10,000	5,000	-
	Holiday Decorations	820	1,000	-	15,000
	Cemetery Maintenance	5,655	5,655	5,273	5,000
	Hiring Expenses	523	500	1,698	2,500
	Meeting Food	2,035	1,000	1,713	3,000
	Meeting Supplies	270	250	1,175	750
	Miscellaneous	7,387	10,000	29,991	12,000
	Contingency	-	-	-	10,000
	Employee Appreciation	2,488	2,500	641	6,000
	Flood Management	-	-	94,672	2,500
	Total Other Expenses	\$ 19,374	\$ 30,905	\$ 140,162	\$ 56,750

General Fund Administration (501) Expenses

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Transfers	Transfer to Emergency Reserve Fund	-	-	-	-
	Transfer to Projects Fund	-	-	-	-
	Transfer to Brush Creek NID Bond Debt Service Fund	112,357	60,881	60,881	56,278
	Transfer to Transportation Fund	-	-	-	236,000
	Transfer to Brink Meyer Road NID Bond Debt Service Fund	247,063	231,982	231,982	230,297
	Transfer to Parks	-	-	-	350,000
	Transfer to Nature Sanctuary	-	-	-	63,000
	Total Transfers	359,420	292,862	292,863	935,575

General Fund Police (505)

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Total General Fund Police (505) Expenses		\$ 1,453,788	\$ 1,872,930	\$ 1,505,602	\$ 2,002,650
Personnel	Salaries	933,199	1,216,712	962,722	1,250,000
	Overtime	27,471	25,000	35,000	40,000
	Health & Unemployment Insurance	150,104	187,758	135,151	205,000
	FICA & Medicare	69,816	93,078	76,310	96,000
	Retirement	125,651	145,934	125,000	207,000
	Workers Compensation	69,721	78,648	86,164	80,000
	Total Personnel	\$ 1,375,962	\$ 1,747,130	\$ 1,420,347	\$ 1,878,000
Prof. Dev.	Professional Development	3,851	4,500	2,500	4,500
	Membership Fees & Dues	705	950	500	950
	Tuition Reimbursement - Pooled in Admin for all staff	2,625	4,500	4,000	-
	Total Professional Development	\$ 7,181	\$ 9,950	\$ 7,000	\$ 5,450
Utilities	Telephone & Voicemail	1,881	1,500	1,755	2,000
	Mobile Phones	2,189	4,500	1,250	4,500
	Total Utilities	\$ 4,070	\$ 6,000	\$ 3,005	\$ 6,500

General Fund Police (505)

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Office Expenses	Office Supplies, Computer Accessories & Consumable Items	2,328	2,800	1,200	2,800
	Postage	100	250	150	250
	Printing	141	500	450	750
	Small Office Equipment	173	1,000	500	1,000
	Equipment and Hand Tools	9,817	10,000	3,000	10,000
	Terminal - Rejis	2,113	4,000	3,000	4,000
	Terminal - Platte County	2,266	2,600	2,300	2,700
	Uniforms	3,365	7,000	5,500	7,000
	Other Purchases	-	500	250	500
	Total Office Expenses	\$ 20,303	\$ 28,650	\$ 16,350	\$ 29,000
Maintenance	Vehicle Repair & Maintenance	13,727	19,000	18,000	20,000
	Equipment Repair & Maintenance	3,086	4,000	4,000	5,000
	Vehicle Gas & Oil	24,555	45,000	30,000	45,000
	Crimestar Maintenance	1,500	1,750	1,750	1,750
	Office Equipment Maintenance	384	900	500	900
	Total Maintenance	\$ 43,252	\$ 70,650	\$ 54,250	\$ 72,650

General Fund Police (505)

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
City Services	Hiring Expenses	1,129	3,500	500	3,500
	Crime Commission	500	500	500	1,000
	Lab Work	869	2,000	1,000	2,000
	Contractual Service Agreement	360	2,000	500	2,000
	Other City Services	-	700	350	700
	Total City Services	\$ 2,858	\$ 8,700	\$ 2,850	\$ 9,200
Other Exp.	Miscellaneous	162	350	300	350
	Harvesters-Deer Donation	-	1,500	1,500	1,500
	Total Other Expenses	\$ 162	\$ 1,850	\$ 1,800	\$ 1,850

General Fund Court (510) Expenses

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Total General Fund Court Expenses		\$ 127,784	\$ 139,569	\$ 131,306	\$ 163,379
Personnel	Salaries	\$ 48,803	\$ 49,237	\$ 49,800	\$ 69,000
	Overtime	379	-	1,000	1,000
	Judge	18,000	18,000	18,000	18,000
	Health & Unemployment Insurance	11,473	11,751	11,111	12,000
	FICA & Medicare	5,386	3,767	5,759	5,000
	Retirement	6,681	5,416	6,542	10,000
	Workers Compensation	859	969	1,587	1,000
	Judge Allowance	540	540	540	540
	Total Personnel	\$ 92,121	\$ 89,680	\$ 94,338	\$ 116,540
Prof. Dev.	Membership Fees & Dues	40	300	-	300
	Professional Development	1,597	5,000	4,315	5,000
	Total Professional Development	\$ 1,637	\$ 5,300	\$ 4,315	\$ 5,300
Utilities	Mobile Phones	120	120	120	120
	Total Utilities	\$ 120	\$ 120	\$ 120	\$ 120
Office Expenses	Office Supplies, Computer Accessories & Consumable Items	99	1,000	500	500
	Postage	115	500	77	100
	Printing	1,388	3,000	-	1,000
	Publications	478	500	525	500
	Processing Fees	-	-	-	-
	Total Office Expenses	\$ 2,080	\$ 5,000	\$ 1,102	\$ 2,100

General Fund Court (510) Expenses

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Maint.	Software Support Agreement	2,907	2,769	2,181	2,769
	Office Equipment Maintenance	425	350	600	700
	Total Maintenance	\$ 3,332	\$ 3,119	\$ 2,781	\$ 3,469
City Services	Prosecutor	15,000	15,000	15,000	15,000
	Public Defender	7,200	7,200	7,200	7,200
	Boarding of Prisoners	-	5,500	-	5,000
	Bailiff	5,761	7,500	6,250	7,500
	Translator	278	650	-	650
	Total City Services	\$ 28,239	\$ 35,850	\$ 28,450	\$ 35,350
Other Exp.	Miscellaneous	255	500	200	500
	Total Other Expenses	\$ 255	\$ 500	\$ 200	\$ 500

General Fund Community Development (518) Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Total Community Development Expenses		\$ 344,946	\$ 367,386	\$ 367,133	\$ 493,959
Personnel	Salaries	\$ 245,475	\$ 256,569	\$ 258,741	\$ 328,434
	Overtime	-	-	179	500
	Health & Unemployment Insurance	29,676	26,983	33,209	48,000
	Workers Compensation	2,137	2,410	3,855	4,000
	FICA & Medicare	17,972	19,628	19,993	25,000
	Retirement	25,718	25,696	25,000	47,000
	Community Development Director Auto Allowance	2,400	2,400	2,400	2,400
	Total Personnel	\$ 323,378	\$ 333,686	\$ 343,376	\$ 455,334
Prof. Develop	Membership Fees and Dues	1,194	1,300	957	1,575
	Professional Development	475	12,500	4,000	8,500
	Total Prof. Development	\$ 1,669	\$ 13,800	\$ 4,957	\$ 10,075
Utilities	Mobile Phones & Pagers	909	1,500	400	1,500
	Total Utilities	\$ 909	\$ 1,500	\$ 400	\$ 1,500
Office Expenses	Office Supplies, Computer Accessories & Consumable Items	343	1,000	400	500
	Postage	895	1,000	200	500
	Printing	45	100	100	100
	Small Office Equipment	-	-	-	2,000
	Equipment and Hand Tools	36	200	100	200
	Uniforms	128	650	600	200
	Total Office Expenses	\$ 1,447	\$ 2,950	\$ 1,400	\$ 3,500

General Fund Community Development (518) Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Maint.	Vehicle Repair & Maintenance	660	500	2,000	500
	Vehicle Gas & Oil	1,052	1,000	1,000	1,000
	Total Maintenance	\$ 1,712	\$ 1,500	\$ 3,000	\$ 1,500
City Services	Public Notices	1,036	1,000	800	1,000
	Code Enforcement	2,412	3,000	1,000	3,000
	Total City Services	\$ 3,448	\$ 4,000	\$ 1,800	\$ 4,000
Professional Fees	Engineer & Planning Fees	11,325	5,000	10,000	6,000
	NPDES II/Arcview	250	3,900	2,000	1,700
	Professional Services				10,000
	Total Professional Fees	\$ 11,575	\$ 8,900	\$ 12,000	\$ 17,700
Other Expenses	Planning Commission meeting food/supplies	89	150	100	200
	Miscellaneous	719	900	100	150
	Total Other Expenses	\$ 808	\$ 1,050	\$ 200	\$ 350

General Fund Public Works (515) Expenses

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Total Public Works (515) Expenses		\$ 285,041	\$ 316,139	\$ 308,794	\$ 289,440
Personnel	Salaries	194,967	199,456	208,997	136,510
	Health, Life, & Dental	31,893	32,811	32,744	36,000
	FICA & Medicare	13,947	15,258	15,060	10,000
	Retirement	14,640	12,758	14,808	19,000
	Workers Compensation	1,755	1,931	2,500	2,000
	Public Works Director Auto Allowance	3,000	3,000	3,000	3,000
	Total Personnel	\$ 260,202	\$ 265,214	\$ 277,108	\$ 206,510
Prof. Devel.	Membership Fees & Dues	\$ 785	\$ 825	\$ 900	\$ 830
	Professional Development	\$ 2,702	\$ 4,000	\$ 3,500	\$ 4,500
	Total Prof. Development	\$ 3,487	\$ 4,825	\$ 4,400	\$ 5,330
Utilities	Mobile Phones	\$ 800	\$ 700	\$ 650	\$ 850
	Total Utilities	\$ 800	\$ 700	\$ 650	\$ 850
Office Expenses	Office Supplies, Computer Accessories & Consumable Items	\$ 65	\$ 850	\$ 486	\$ 850
	Postage	\$ 50	\$ 150	\$ 100	\$ 150
	Printing	\$ 21	\$ 150	\$ 300	\$ 150
	Uniforms	\$ 180	\$ 250	\$ 250	\$ 600
	Total Office Expenses	\$ 316	\$ 1,400	\$ 1,136	\$ 1,750

General Fund Public Works (515) Expenses

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Maint.	Tornado Siren	\$ 4,576	\$ 3,500	\$ 4,500	\$ 5,500
	Total Maintenance	\$ 4,576	\$ 3,500	\$ 4,500	\$ 5,500
Professional Fees	Engineer & Planning Fees	\$ 15,550	\$ 40,000	\$ 20,000	\$ 40,000
	Total Professional Fees	\$ 15,550	\$ 40,000	\$ 20,000	\$ 40,000
Other Exp.	Miscellaneous	\$ 110	\$ 500	\$ 1,000	\$ 29,500
	Total Other	\$ 110	\$ 500	\$ 1,000	\$ 29,500

General Fund Streets (520) Expenses

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Total GF (10) Streets Expenses		\$ 492,900	\$ 512,750	\$ 518,476	\$ -
Personnel	Salaries	\$ 283,582	\$ 284,962	\$ 300,500	\$ -
	Overtime	\$ 16,062	\$ 18,000	\$ 20,000	\$ -
	Health, Life, & Dental	\$ 58,422	\$ 60,095	\$ 50,500	\$ -
	FICA & Medicare	\$ 21,727	\$ 21,800	\$ 24,063	\$ -
	Retirement	\$ 35,752	\$ 31,346	\$ 25,600	\$ -
	Workers Compensation	\$ 33,197	\$ 37,447	\$ 46,500	\$ -
	Total Personnel	\$ 448,742	\$ 453,650	\$ 467,163	\$ -
Prof Dev.	Membership for PW Staff		\$ -		\$ -
	Professional Development	\$ -	\$ 500	\$ 400	\$ -
	Total Prof. Development	\$ -	\$ 500	\$ 400	\$ -
Utilities	Telephone & Voicemail	\$ 1,993	\$ 2,800	\$ 2,700	\$ -
	Electricity	\$ 2,066	\$ 4,200	\$ 200	\$ -
	Gas	\$ 1,528	\$ 2,000	\$ 2,100	\$ -
	Water	\$ 3,772	\$ 5,000	\$ 5,750	\$ -
	Mobile Phones	\$ 1,037	\$ 2,800	\$ 300	\$ -
	Trash Hauling	\$ 475	\$ 1,200	\$ 1,000	\$ -
	Total Utilities	\$ 10,871	\$ 18,000	\$ 12,050	\$ -

General Fund Streets (520) Expenses

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Office Expenses	Office Supplies, Computer Accessories & Consumable	\$ 240	\$ 1,000	\$ 1,200	\$ -
	Small Office Equipment	\$ -	\$ 500	\$ 300	\$ -
	Shop Supplies & Materials	\$ 6,040	\$ 7,000	\$ 6,000	\$ -
	Uniforms	\$ 1,960	\$ 3,000	\$ 2,000	\$ -
	Total Office Expenses	\$ 8,240	\$ 11,500	\$ 9,500	\$ -
City Services	Clean up and Recycling Expenses - Moved to PW in 2023	\$ 15,918	\$ 19,000	\$ 17,000	\$ -
	Household Hazardous Waste - M	\$ 7,435	\$ 8,000	\$ 8,200	\$ -
	Street Signs	\$ -	\$ -	\$ 200	\$ -
	Mosquito & Weed Control	\$ 1,542	\$ 2,000	\$ 3,000	\$ -
	Animal Control	\$ -	\$ 100	\$ 100	\$ -
	Total City Services	\$ 24,895	\$ 29,100	\$ 28,500	\$ -
Other Expenses	Building Maintenance & Repair	\$ 152	\$ -	\$ 800	\$ -
	Vehicle Repair & Maintenan	\$ -	\$ -	\$ 26	\$ -
	Equipment Repair & Maint.	\$ -	\$ -	\$ 38	
	Miscellaneous	\$ -		\$ -	\$ -
	Total Other Expenses	\$ 152	\$ -	\$ 863	\$ -

General Fund Parks (525) Expenses

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Total Parks Expenses		\$ 436,432	\$ 527,476	\$ 473,361	\$ -
Personnel	Salaries	\$ 142,113	\$ 191,244	\$ 178,250	\$ -
	Overtime	7,806	10,000	12,500	-
	Seasonal Landscape Maintenance Workers	38,927	50,000	38,600	-
	Health, Life, & Dental	38,395	49,594	37,850	-
	FICA & Medicare	13,782	14,630	16,950	-
	Retirement	17,822	18,537	18,850	-
	Workers Compensation	14,359	16,196	26,076	-
	Total Personnel	\$ 273,204	\$ 350,201	\$ 329,076	\$ -
Prof. Develop	Membership Fees and Dues	-	-	380	-
	Professional Development	-	500	-	-
	Total Prof. Develop	\$ -	\$ 500	\$ 380	\$ -
Utilities	Telephone & Voicemail	2,627	3,500	2,800	-
	Electricity	11,447	22,000	6,000	-
	Water	3,299	6,000	4,500	-
	Mobile Phones	459	800	100	-
	Trash Hauling	615	1,000	1,000	-
	Total Utilities	\$ 18,447	\$ 33,300	\$ 14,400	\$ -

General Fund Parks (525) Expenses

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Office Expenses	Office Supplies, Computer Accessories &	359	500	300	-
	Postage	1	75	5	-
	Printing	658	500	1,000	-
	Publications	-	50	50	-
	Small Office Equipment	-	250	-	-
	Equipment & Hand Tools	6,701	7,500	7,000	-
	Uniforms	1,092	2,000	500	-
	Restroom Supplies	3,894	3,500	3,500	-
	Trash Bags	3,026	4,500	4,000	-
	Park Enhancements	7,329	10,000	11,000	-
	Grass Seed & Fertilizer	6,039	7,000	2,000	-
	Other Purchases	55	500	200	-
	Total Office Expenses	29,154	36,375	29,555	-

General Fund Parks (525) Expenses

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Maintenance	Building Maintenance & Repair	10,296	8,000	13,250	-
	Restrooms	7,213	8,000	14,500	-
	Stage Maintenance	-	300	-	-
	Ball Field Maintenance	1,796	6,000	3,000	-
	Trail Maintenance	477	6,500	500	-
	Playground Equipment & Repair	2,515	3,000	3,000	-
	Spirit Fountain	1,508	2,500	1,200	-
	Retention Pond Main't	325	-	-	-
	Vehicle Repair & Maintenance	5,177	5,000	6,500	-
	Equipment Repair & Maintenance	3,063	400	3,000	-
	Tractor Mowing Equipment	9,191	5,000	8,000	-
	Vehicle Gas & Oil	3,356	4,000	2,500	-
	Equipment Gas & Oil	3,396	3,200	3,500	-
	Total Maintenance	\$ 48,313	\$ 51,900	\$ 58,950	\$ -

General Fund Parks (525) Expenses

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
City Services	Rental of Portable Toilets	9,532	8,000	12,250	-
	Mosquito & Weed Control	7,007	10,000	10,000	-
	Landscaping	325	4,000	2,000	-
	Tree Trimming & Removal	35,794	25,000	12,250	-
	Tree Planting	13,642	6,000	3,000	-
	Rental Equipment	435	1,200	1,000	-
	Total City Services	\$ 66,735	\$ 54,200	\$ 40,500	\$ -
Other Exp.	Miscellaneous	579	1,000	500	-
	Total Other Expenses	\$ 579	\$ 1,000	\$ 500	\$ -

General Fund Nature Sanctuary (535) Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Total Nature Sanctuary Expenses		\$ 58,550	\$ 66,002	\$ 71,682	\$ -
Personnel	Salaries	\$ 40,744	\$ 39,632	\$ 48,250	\$ -
	Overtime	876	-	700	-
	Health, Life, & Dental	3,973	4,061	3,950	-
	FICA & Medicare	3,177	3,032	3,750	-
	Retirement	3,032	2,906	3,300	-
	Total Personnel	\$ 51,802	\$ 49,631	\$ 59,950	\$ -
Prof Dev.	Professional Development	313	1,000	1,000	-
	Total Insurance	\$ 313	\$ 4,061	\$ 3,950	\$ -
Utilities	Electricity	20	300	200	-
	Total Utilities	\$ 20	\$ 300	\$ 200	\$ -
Office Expenses	Office Supplies, Computer Accessories & Consumable Items	120	150	200	-
	Postage	20	35	10	-
	Printing	-	225	100	-
	Equipment & Hand Tools	1,190	2,000	1,200	-
	Materials	1,597	2,500	250	-
	Program Expenses	-	-	100	-
	Volunteer Acknowledgement	505	600	800	-
	Total Office Expenses	\$ 3,432	\$ 5,510	\$ 2,660	\$ -

General Fund Nature Sanctuary (535) Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Maintenance	Building Maintenance & Repair	6	600	100	-
	Trail Maintenance	2,665	3,000	3,500	-
	Vehicle Repair and Maintenance	326	1,000	200	-
	Equipment Repair & Maintenance	2	1,000	100	-
	Vehicle Gas and Oil	(263)	400	300	-
	Total Maintenance	\$ 2,736	\$ 6,000	\$ 4,200	\$ -
City Services	Mosquito & Weed Control	-	-	-	-
	Total City Services	\$ -	\$ -	\$ -	\$ -
Other Exp.	Miscellaneous	247	500	722	-
	Capital Expenditures	-	-	-	-
	Total Other Expenses	\$ 247	\$ 500	\$ 722	\$ -

General Fund Public Information (540) Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Total Public Information Expenses		\$ 34,293	\$ 29,560	\$ 33,210	\$ 35,660
Contractor	Technical Consultant	10,500	10,200	10,200	10,200
	Production Assistant	1,325	2,500	2,500	3,000
	Total Contractor	\$ 11,825	\$ 12,700	\$ 12,700	\$ 13,200
Capital Exp.	Office Equipment	-	100	-	100
	Total Capital	\$ -	\$ 100	\$ -	\$ 100
Office Exp.	Computer Equipment, Access & Programming	328	200	450	300
	Total Office	\$ 328	\$ 200	\$ 450	\$ 300
Maintenance	Newsletter/Website	17,817	15,000	20,000	15,000
	Computer Maintenance	60	60	60	60
	Publications	4,263	1,500	-	7,000
	Total Maintenance	\$ 22,140	\$ 16,560	\$ 20,060	\$ 22,060

General Fund Information Technology (555) Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Total IT Expenses		\$ 75,281	\$ 64,136	\$ 65,248	\$ 98,304
Contractor	Information Technology Support Contract	\$ 30,196	\$ 25,000	\$ 28,000	\$ 35,000
	Total Contractor	\$ 30,196	\$ 25,000	\$ 28,000	\$ 35,000
IT Expenses	Equipment	\$ 17,311	\$ 6,000	\$ 7,000	\$ 15,000
	Software	\$ 24,488	\$ 29,000	\$ 25,000	\$ 35,000
	Domain Registrations	\$ 1,835	\$ 1,304	\$ 1,000	\$ 1,304
	Cyber Security	\$ -	\$ -	\$ -	\$ 7,000
	Total IT Expenses	\$ 43,634	\$ 36,304	\$ 33,000	\$ 58,304
Maint.	Maintenance & Repair	\$ 1,451	\$ 2,832	\$ 4,248	\$ 5,000
	Total Maintenance	\$ 1,451	\$ 2,832	\$ 4,248	\$ 5,000

General Fund Capital Outlay (560) Expenses

Type	Description	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Total General Fund Capital Outlay Expenses		\$ 160,867	\$ 198,335	\$ 62,041	\$ 261,094
Admin	City Hall / Train Depot Upgrades	7,750	36,924	2,000	-
	Records Management Software	-	-	-	15,000
	Total Admin	7,750	36,924	2,000	15,000
Police	Police Patrol Vehicle Equipment - Radios & Gear	27,377	44,240	20,000	4,303
	Police Patrol Vehicle	56,730	42,130	-	90,000
	Security Cameras in the Park	-	-	-	15,000
	Police Co-Location/Space Planning	-	-	-	30,000
	Total Police	84,107	86,370	20,000	139,303
Court	No Projects in 2022 or 2023	1,295	-	-	-
	Total Court	1,295	-	-	-
Public Works	Park University Parking Lot Lease	22,041	22,041	22,041	22,041
	Thousand Oaks Tornado Siren	-	26,000	-	26,000
	45 HWY Entryway Signage Planning	-	10,000	-	-
	Total Public Works	22,041	58,041	22,041	48,041
Community Development	Parkville Master Plan Updates	39,528	-	-	-
	Bell Road Complete Streets Study	-	10,000	10,000	-
	Architectural Design Standards, ADA Transition, Housing Density Study	-	-	-	40,000
	ADA Transition Planning - Grant Match	-	-	-	5,000
	Housing Density Study - Grant Match	-	-	-	5,000
	Total Community Development	39,528	10,000	10,000	50,000

General Fund Capital Outlay (560) Expenses

Type	Description	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Streets	There are no General Fund expenditures planned for the Streets Department CIP. For Street Projects see the Transportation Fund and the ARPA Fund.	-	-	-	-
	Total Streets	-	-		-
Parks	There are no General Fund expenditures planned for the Parks Department CIP. For Parks projects, see details in the Parks Sales Tax Fund.	-	-	500	-
	Total Parks	-	-		-
Nature Sanctuary	There are no General Fund expenditures planned for the Nature Sanctuary CIP. These projects have been moved to the Sanctuary Fund in 2022/2023	-	-	-	-
	Total Nature Sanctuary				-
Public Information	There are no General Fund expenditures planned for the Public Information Department.	-	-	-	-
	Total Public Information (PIO)	\$ -	\$ -	\$ -	\$ -
IT	Computer Replacement Cycle	6,146	7,000	8,000	8,750
	Total IT	\$ 6,146	\$ 7,000	\$ 8,000	\$ 8,750

Transportation Fund (40) Revenues & Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Beginning Fund Balance		\$ 96,883	\$ 291,845	\$ 291,845	\$ 353,232
Total Transportation Fund (40) Revenues		1,294,372	1,175,355	1,240,139	1,532,000
Total Sources		1,391,255	1,467,201	1,531,984	1,885,232
Total Transportation (40) Expenses		1,099,410	1,316,262	1,178,752	1,690,985
Ending Fund Balance (40)		\$ 291,845	\$ 150,938	\$ 353,232	\$ 194,247
Transportation Revenue	Parkville Special Road District	168,250	171,615	171,800	180,000
	City Transportation Sales Tax	552,320	563,366	656,000	689,000
	Motor Fuel Tax	152,340	174,189	169,227	178,000
	County Transportation Sales Tax	194,102	228,375	223,000	234,000
	Marketplace TIF Fund Transfer	9,643	9,836	9,787	10,000
	Project Cost Share	16,425	5,225	5,325	5,000
	City Capital Cost Payment	-	22,750	5,000	-
	POTMCID Grants	1,292	-	-	-
	Transfers from General Fund	200,000	-	-	236,000
Total Transportation Fund (40) Revenues		\$ 1,294,372	\$ 1,175,355	\$ 1,240,139	\$ 1,532,000

Transportation Fund (40) Revenues & Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Expenses					
Total Transportation (40) Expenses		1,128,910	1,331,244	1,204,624	1,690,985
Personnel	Salaries	-	-	-	303,000
	Seasonal Salary	-	-	-	-
	Overtime	-	-	-	18,360
	Health & Unemployment	-	-	-	62,000
	FICA & Medicare	-	-	-	23,000
	Retirement	-	-	-	43,000
	Workers Compensation	-	-	-	38,196
	Total Personnel	\$ -	\$ -	\$ -	\$ 487,556
Utilities	Telephone & Voicemail	\$ 2,800	\$ 1,799	\$ 2,699	\$ 2,800
	Electricity	\$ 4,200	\$ 1,325	\$ 1,988	\$ 3,500
	Gas	\$ 2,000	\$ 1,727	\$ 2,591	\$ 2,500
	Water	\$ 5,000	\$ 4,197	\$ 6,296	\$ 6,000
	Mobile Phones	\$ 2,800	\$ -	\$ -	\$ 3,000
	Trash Hauling	\$ 1,200	\$ 436	\$ 1,000	\$ 1,200
	Total Utilities	\$ 18,000	\$ 9,484	\$ 14,572	\$ 19,000
Office Expenses	Office Supplies, Computer Accessories & Consumable Items	\$ 1,000	\$ 812	\$ 1,000	\$ 1,000
	Small Office Equipment	\$ 500	\$ 8	\$ 300	\$ 700
	Shop Supplies & Materials	\$ 7,000	\$ 4,358	\$ 6,500	\$ 7,000
	Uniforms	\$ 3,000	\$ 320	\$ 3,500	\$ 4,500
	Total Office Expenses	\$ 11,500	\$ 5,498	\$ 11,300	\$ 13,200

Transportation Fund (40) Revenues & Expenses

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Maintenance	Building Maintenance & Repair	2,087	5,000	2,800	10,000
	Vehicle & Equipment Maintenance	12,083	12,000	18,000	15,000
	Vehicle & Equipment Gas & Oil	15,397	25,000	25,000	35,000
	Emergency Snow Removal	49,746	60,000	55,000	70,000
	Storm Sewers - General Repair	6,246	15,000	3,000	15,000
	Street Repair Materials	8,065	15,000	5,000	15,000
	Street Lights	285,378	300,000	240,000	300,000
	Street Signs	2,388	10,000	5,000	12,000
	Street Sweeping	17,786	20,000	15,000	25,000
	Tree Trimming & Removal	6,045	8,500	10,000	20,000
	Rental Equipment	126	2,000	-	2,000
	Miscellaneous	75	1,000	-	1,000
	Expenses: Streets (520)	\$ 405,422	\$ 473,500	\$ 378,800	\$ 520,000
Capital Outlay	Crack Seal Project	-	10,000	9,000	15,000
	Street Striping	1,757	15,000	15,000	20,000
	Asphalt Overlay Program	222,455	250,000	235,000	350,000
	Equipment	35	70,000	29,433	100,000
	Curb & Sidewalk Program	69,576	50,000	63,757	100,000
	Expenses: CIP	\$ 293,823	\$ 395,000	\$ 352,190	\$ 585,000
Transfers	Transfer to General Fund	175,000	225,000	225,000	-
	Transfer to Projects Fund	14,400	-	-	-
	Transfer to Debt Service Fund (for 2017 LPA)	210,765	222,762	222,762	66,229
	Expenses: Transfers (550)	\$ 400,165	\$ 447,762	\$ 447,762	\$ 66,229

Sewer Fund (30) Revenues

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
	Beginning Working Capital	\$ 898,030	\$ 953,116	\$ 953,116	\$ 1,168,954
	Sewer Fund (30) Revenues	1,638,705	1,797,054	1,764,383	2,039,113
	Total Sources	2,536,735	2,750,170	2,717,499	3,208,067
	Total Sewer Fund (30) Expenditures	1,583,619	1,833,716	1,473,334	1,983,208
	Ending Working Capital Sewer Fund (30)	\$ 953,116	\$ 916,453	\$ 1,168,954	\$ 1,224,859
	Total Sewer Fund (30) Revenues	\$ 42,179	\$ 225,582	\$ 231,282	\$ 2,039,113
Sewer Revenue	Sewer Charges	83,240	1,508,293	101,500	1,760,193
	Sewer Charges - Data Tech	1,490,930	-	1,425,000	-
	Sewer Tap Fees	28,000	50,000	16,000	30,450
	Sewer Impact Fees	26,400	50,000	17,000	50,750
	MOAW Bill Collection Payment	402	-	-	550
	Grinder Pump Administration Fee	4,620	4,712	4,620	4,620
	Total Sewer Revenue	\$ 1,633,592	\$ 1,613,005	\$ 1,564,120	\$ 1,846,563
Interest	Interest Income	1,350	2,500	2,000	5,050
	Total Interest Income	\$ 1,350	\$ 2,500	\$ 2,000	\$ 5,050
Misc.	Miscellaneous	3,763	-	16,714	-
	Contributed Capital	-	-	-	-
	Total Miscellaneous	\$ 3,763	\$ -	\$ 16,714	\$ -
Transfers	Transfer from Serwer Debt Fund (34)	-	181,549	181,549	187,500
	Total Transfers In	\$ -	\$ 181,549	\$ 181,549	\$ 187,500

Sewer Fund (30) Revenues

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Sewer Fund (30) Expenses					
Total Sewer Fund (30) Expenses		\$ 563,942	\$ 487,020	\$ 256,920	\$ 1,983,208
Personnel	Salaries	37,128	38,437	38,957	47,902
	Overtime	177	-	68	-
	Health, Life, & Dental	5,051	5,596	10,776	13,003
	FICA & Medicare	2,819	2,940	2,857	2,970
	Retirement	-	4,228	-	6,802
	Expenses: Personnel	\$ 45,175	\$ 51,201	\$ 52,658	\$ 70,677
Prof. Dev.	Professional Development	-	500	-	1,000
	Total Prof. Development	\$ -	\$ 500	\$ -	\$ 1,000
Utilities	Telephone & Voicemail	1,869	1,500	751	1,000
	Electricity	47,644	46,000	51,500	54,000
	Water	550	2,000	3,481	2,500
	Wi-Fi	64	-	-	-
	Trash Hauling	500	600	600	600
	Total Utilities	\$ 50,627	\$ 50,100	\$ 56,332	\$ 58,100
Office Expenses	Office Supplies	39	250	439	250
	Postage	6,082	7,000	7,200	8,000
	Printing	1,717	1,500	90	1,500
	Delinquencies	2,081	2,000	1,129	2,200
	Total Office Expenses	\$ 9,919	\$ 10,750	\$ 8,858	\$ 11,950

Sewer Fund (30) Revenues

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Maintenance	Building Maintenance & Repair	70,742	30,000	45,000	35,000
	Pump Stations Maintenance	23,943	25,000	38,393	30,000
	Vehicle Repair & Maintenance	1,678	500	128	1,500
	Tractor / Lawn Mowing Equipment	11	1,000	-	1,000
	Vehicle Gas & Oil	575	1,000	128	2,500
	Equipment Gas & Oil	1	1,500	2,948	2,000
	Software Support Agreement	3,088	-	-	3,200
	Total Maintenance	\$ 100,038	\$ 59,000	\$ 86,598	\$ 75,200
City Services	Line Repairs	30,637	40,000	48,385	40,000
	One Call Utility Locating	3,052	3,000	2,880	3,000
	KC Water Dept.	33,174	32,000	20,393	33,000
	Platte County Regional Sewer District	17,759	17,600	10,655	18,000
	Odor Control	29,302	31,000	21,191	57,000
	Total City Services	\$ 113,924	\$ 123,600	\$ 103,504	\$ 151,000

Sewer Fund (30) Revenues

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Professional Fees	Engineering Fees	19,165	20,000	11,922	30,000
	Management Contract	304,550	311,916	311,916	330,631
	Credit Card Fees	10,148	10,000	11,000	10,500
	Sewer Refunds	747	-	254	500
	Total Professional Fees	\$ 334,610	\$ 341,916	\$ 335,092	\$ 371,631
Other Expenses	Miscellaneous (Depreciation)	-	1,500	22,926	2,000
	DNR Fees	2,001	2,100	2,250	2,200
	Total Other Expenses	\$ 2,001	\$ 3,600	\$ 25,176	\$ 4,200
Capital Outlay	Equipment & Machinery	14,628	10,000	23,005	-
	Sewer Plant Improvements	29,734	173,000	-	206,000
	Pump Station Improvements	8,217	30,000	188,917	23,750
	Line Maintenance	346,342	298,500	61,644	397,700
	Other - Main't & Projects	-	150,000	-	69,000
	Total Capital Outlay	\$ 398,921	\$ 661,500	\$ 273,566	\$ 696,450
Transfer Out	Administration Transfer to General Fund	350,000	350,000	350,000	360,500
	SRF Principal Transfer	165,878	165,000	165,000	165,000
	SRF Interest Transfer	9,646	11,629	11,629	12,500
	SRF Admin Fee Transfer	2,880	4,920	4,920	5,000
	Total Transfers Out	\$ 528,404	\$ 531,549	\$ 531,549	\$ 543,000

Parks Sales Tax Fund (41) Revenues & Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Proposed Budget
	Beginning Fund Balance	\$ 326,940	\$ 543,779	\$ 543,778	\$ 772,096
	Parks (41) Revenues	\$ 672,672	\$ 2,027,804	\$ 762,857	\$ 1,161,000
	Total Sources	\$ 999,612	\$ 2,571,583	\$ 1,306,635	\$ 1,933,096
	Total Parks Fund (41) Expenses	\$ 455,833	\$ 2,516,936	\$ 534,539	\$ 1,173,631
	Ending Fund Balance Parks Fund (41)	\$ 543,779	\$ 54,647	\$ 772,096	\$ 759,465
Revenues					
Park Sales Tax Revenue	Total Parks Revenue	\$ 672,672	\$ 2,027,804	\$ 762,857	\$ 1,161,000
	Parks Sales Tax Fund	672,672	627,804	733,000	770,000
	Grants / Donations	-	1,000,000	15,107	1,000
	Transfer from the General Fund	-	-	-	350,000
	City of Parkville Fewson Fund	-	400,000	-	-
	Miscellaneous Revenue	\$ -	\$ -	\$ 14,750	\$ 40,000

Parks Sales Tax Fund (41) Revenues & Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Proposed Budget
Expenses					
Total Parks Expenses		\$ 455,833	\$ 2,516,936	\$ 534,539	\$ 1,173,631
Personnel	Salaries	-	-	-	303,000
	Seasonal Salary	-	-	-	
	Overtime	-	-	-	18,360
	Health & Unemployment	-	-	-	62,000
	FICA & Medicare	-	-	-	23,000
	Retirement	-	-	-	43,000
	Expense Allowance	-	-	-	-
	Auto Allowance	-	-	-	-
	Workers Compensation	-	-	-	38,196
	Total Personnel	\$ -	\$ -	\$ -	\$ 487,556
Prof. Develop	Membership Fees and Dues	-	-	-	500
	Professional Development	-	-	-	3,500
	Total Prof. Develop	\$ -	\$ -	\$ -	\$ 4,000
Utilities	Telephone & Voicemail	-	-	-	1,200
	Electricity	-	-	-	8,000
	Water	-	-	-	3,500
	Mobile Phones	-	-	-	1,000
	Trash Hauling	-	-	-	1,000
	Total Utilities	\$ -	\$ -	\$ -	14,700

Parks Sales Tax Fund (41) Revenues & Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Proposed Budget
Office Expenses	Office Supplies, Computer Accessories & Consumables	-	-	-	500
	Postage	-	-	-	75
	Printing	-	-	-	1,500
	Publications	-	-	-	-
	Small Office Equipment	-	-	-	250
	Equipment & Hand Tools	-	-	-	7,500
	Uniforms	-	-	-	2,000
	Restroom Supplies	-	-	-	4,000
	Trash Bags	-	-	-	4,000
	Park Enhancements	-	-	-	15,000
	Grass Seed & Fertilizer	-	-	-	7,000
	Other Purchases	-	-	-	250
	Total Office Expenses	\$ -	\$ -	\$ -	42,075

Parks Sales Tax Fund (41) Revenues & Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Proposed Budget
Maintenance	Building Maintenance & Repair	-	-	-	10,000
	Restrooms	-	-	-	8,000
	Stage Maintenance	-	-	-	300
	Ball Field Maintenance	-	-	-	6,000
	Trail Maintenance	-	-	-	5,000
	Playground Equipment & Repair	-	-	-	3,000
	Train Depot Maintenance - from General Fund	-	-	-	5,000
	Spirit Fountain	-	-	-	2,500
	Vehicle Repair & Maintenance	-	-	-	8,000
	Equipment Repair & Maintenance	-	-	-	3,500
	Tractor Mowing Equipment	-	-	-	9,000
	Vehicle Gas & Oil	-	-	-	4,000
	Equipment Gas & Oil	-	-	-	3,000
	Total Maintenance	\$ -	\$ -	\$ -	67,300
City Services	Rental of Portable Toilets	-	-	-	13,000
	Mosquito & Weed Control	-	-	-	10,000
	Landscaping	-	-	-	4,000
	Tree Trimming & Removal	-	-	-	25,000
	Tree Planting	-	-	-	6,000
	Rental Equipment	-	-	-	500
	Total City Services	\$ -	\$ -	\$ -	\$ 58,500

Parks Sales Tax Fund (41) Revenues & Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Proposed Budget
Other	Miscellaneous	-	-	-	1,000
	Total Other Expenses	-	-	-	1,000
Prof. Fees	Engineer & Planning Fees	94,633	20,000	20,000	20,000
	Total Professional Services	\$ 94,633	\$ 20,000	\$ 20,000	\$ 20,000
Capital	Parks Projects	320,000	2,404,500	422,103	478,500
	Total Capital Outlay (560)	\$ 320,000	\$ 2,404,500	\$ 422,103	\$ 478,500
Transfers Out	Transfer to General Fund	41,200	92,436	92,436	-
	Transfer to Projects Fund	-	-	-	-
	Expenses: Transfers (550)	\$ 41,200	\$ 92,436	\$ 92,436	\$ -

Parks Donation Fund (63) Revenues & Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Budget Request
Revenues	Beginning Fund Balance	\$ 15,107	\$ 15,107	\$ 12,607	\$ 13,077
	Donations	-	2,500	470	-
Park Donations (63) Revenues		-	2,500	470	-
Total Sources		\$ 15,107	\$ 17,607	\$ 13,077	\$ 13,077
Expenses	Park Expenses	-	-	-	-
	Park Benches	-	5,000	-	-
	Transfer to General Fund	-	-	-	-
	Transfer to Projects Fund	-	-	-	-
Total Park Donations (63) Expenses		-	5,000	-	-
Ending Balance Park Donations (63)		\$ 15,107	\$ 12,607	\$ 13,077	\$ 13,077

PNS Donation Fund (60) Revenues and Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Proposed Budget
Beginning Fund Balance		\$ 257,721	\$ 205,835	\$ 205,835	\$ 142,832
PNS Donation Fund (60) Revenues		10,854	6,700	6,462	73,000
Total Sources		\$ 268,575	\$ 212,535	\$ 212,297	\$ 215,832
Total Nature Sanctuary (60) Expenses		62,740	67,356	72,988	181,254
Ending Fund Balance Nature Sanctuary(60)		\$ 205,835	\$ 145,179	\$ 142,832	\$ 34,578
Revenues					
Total Nature Sanctuary Revenue		\$ 10,854	\$ 6,700	\$ 6,462	\$ 73,000
Revenues	Donations	5,486	2,500	6,500	4,500
	Programs	4,724	4,200	(1,168)	5,500
	Grant	644	-	1,130	-
	Transfers in (From GF)	-	-	-	63,000
Expenses					
Total Nature Sanctuary Expenses		\$ 5,274	\$ 6,900	\$ 6,049	\$ 181,254
Personnel	Salaries	40,744	39,632	48,250	52,104
	Seasonal Salary	-	-	-	-
	Overtime	876	-	624	3,600
	Health & Unemployment	3,973	4,061	3,950	6,030
	FICA & Medicare	3,177	3,258	3,725	3,986
	Retirement	3,032	2,895	3,325	7,399
	Workers Compensation	-	-	-	1,000
	Total Personnel	\$ 51,802	\$ 49,846	\$ 59,874	\$ 74,119
Prof. Dev	Professional Development	313	1,000	1,000	
	Total Prof. Dev.	\$ 313	\$ 1,000	\$ 1,000	\$ -
Utilities	Electricity	20	300	200	250
	Total Utilities	\$ 20	\$ 300	\$ 200	\$ 250

PNS Donation Fund (60) Revenues and Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Proposed Budget
Office Expenses	Office Supplies, Computer Accessories & Consumable Items	\$ 120	\$ 150	\$ 175	\$ 250
	Postage	20	35	35	35
	Printing	-	225	100	200
	Equipment & Hand Tools	1,190	2,000	1,000	2,000
	Materials	1,597	2,500	500	2,000
	Program Expenses	-	-	55	-
	Volunteer Acknowledgement	505	600	800	1,500
	Total Office Expenses	\$ 3,432	\$ 5,510	\$ 2,665	\$ 5,985
Maintenance	Building Maintenance & Repair	6	600	100	500
	Trail Maintenance	2,665	3,000	3,500	3,500
	Vehicle Repair and Maintenance	326	1,000	200	1,000
	Equipment Repair & Maintenance	2	1,000	100	1,000
	Vehicle Gas and Oil	(263)	400	400	400
	Total Maintenance	\$ 2,736	\$ 6,000	\$ 4,300	\$ 6,400
Other Exp.	Miscellaneous	247	500	500	500
	Capital Expenditures	-	-	-	-
	Total Other Expenses	\$ 247	\$ 500	\$ 500	\$ 500
Capital	CIP Projects	-	-	-	90,000
	Program Expenses	4,190	4,200	4,449	4,000
	FOPNS - Sanctuary Partnership	-	-	-	-
	Total Capital	4,190	4,200	4,449	94,000

City of Parkville Debt Service Funds					
River Park NID Bonds (21) Revenues & Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Propsoed Budget
Revenues	River Park Special Assessment	\$ 1,254	\$ -	\$ -	\$ -
	Interest Income	1	-	21	-
River Park NID Bonds (21) Revenues		\$ 1,255	\$ -	\$ 21	\$ -
Expenses	Bond Principal	-	-	-	-
	Bond Interest	-	-	-	-
	Bond Fees	-	-	-	-
River Park NID Bonds (21) Expenses		\$ -	\$ -	\$ -	\$ -

City of Parkville Debt Service Funds					
Certificates of Participation (COPs) (22) Revenues & Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Proposed Budget
Revenues	Property Taxes	\$ 451,816	\$ 487,649	\$ 477,428	\$ 509,000
	Interest Income	256	120	245	300
	Interest on COPS Reserved Funds	-	-	-	
	Carry over applied to Bond Payment	-	-	-	
	Gain on Investment	-	-	-	
	Transfer from General Fund	-	-	-	
	Carry over applied to Bond Payment	-	-	-	
Total COPs (22) Revenues		452,072	487,769	477,673	509,300
Expenses	2006/2015 COPS Bond Principal	388,809	395,103	395,103	420,474
	2006/2015 COPS Bond Interest	41,241	32,461	32,461	23,327
	City Hall Capital Projects	-	-	-	110,000
	COPs Debt Reserve	-	-	-	
Total COPs (22) Expenses		\$ 430,050	\$ 427,564	\$ 427,564	\$ 553,801

City of Parkville Debt Service Funds					
Brush Creek NID Bonds (23) Revenues & Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Proposed Budget
Revenues	Brush Creek Special Assessment	\$ 235,823	\$ 282,180	\$ 278,139	\$ 283,833
	Penalties	-	-	-	
	Reserve applied to Bond Payment	-	-	-	
	Transfers	-	-	-	
	Transfers	-	59,181	60,881	56,278
	Refinance Proceeds	-	-	-	
	Interest Income	-	-	-	
	Interest Income	4,845	-	-	
Brush Creek NID (23) Revenues		\$ 240,668	\$ 341,361	\$ 339,020	\$ 340,111
Expenses	Loss on Investments	-	-	-	
	Professional Services	-	-	-	
	Bond Principal	235,000	285,000	285,000	290,000
	Bond Interest	108,848	56,061	56,061	53,904
	Bond Principal	4,300,413	-	-	
	Bond Interest	4,845	-	-	
	Bond Fees	300	300	300	300
	Brush Creek NID Reserve	-	-	-	
	Brush Creek Maintenance Reserve	-	-	-	
Brush Creek NID (23) Expenses		\$ 4,649,406	\$ 341,361	\$ 341,361	\$ 344,204

City of Parkville Debt Service Funds					
Brink Meyer NID Bonds (24) Revenues & Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Proposed Budget
Revenues	Brink Meyer Special Assessment	\$ 1,683	\$ 1,683	\$ 1,662	\$ 1,678
	Transfers	-	-	-	-
	Transfers	247,063	231,982	231,982	230,297
	Refinance Proceeds	-	-	-	-
	Interest Income	-	-	-	-
	Interest Income	3,323	-	-	-
Total Brink Meyer NID (24) Revenues		\$ 252,069	\$ 233,665	\$ 233,644	\$ 231,975
Expenses	Bond Principal	160,000	195,000	195,000	195,000
	Bond Interest	84,668	38,365	38,365	36,902
	Bond Fees	300	300	300	300
	Bond Principal	2,949,227	-	-	-
	Bond Interest	3,323	-	-	-
Total Brink Meyer NID (24) Expenses		\$ 3,197,518	\$ 233,665	\$ 233,665	\$ 232,202

City of Parkville Debt Service Funds					
Sewer Service Debt (30) Revenues & Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Proposed Budget
Revenues	Sewer Fund	180,877	181,549	190,750	187,500
Sewer Service Debt (30) Revenues		\$ 180,877	\$ 181,549	\$ 190,750	\$ 187,500
Expenses	SRF Principal	165,878	165,000	165,000	170,000
	SRF Interest	9,646	11,629	25,750	17,500
	SRF Administration Fee	2,880	4,920	4,920	-
Sewer Service Debt (30) Expenses		\$ 178,404	\$ 181,549	\$ 195,670	\$ 187,500

City of Parkville Debt Service Funds					
2021A Lease/Purchase Agreement (LPA) Road Capital Maintenance (96) Revenues & Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Proposed Budget
Revenues	9 Highway CID Payments	\$ 125,504	\$ 217,566	\$ 215,816	\$ 215,000
	Lease Purchase Proceeds	-	-	-	
	Transfers	210,765	222,762	222,762	66,229
	Transfers	1,323,802	-	-	-
	Transfers				
2021A LPA Road Capital Maintenance (96) Revenues		\$ 1,660,071	\$ 440,328	\$ 438,578	\$ 281,229
Expenses	COI Expenses	\$ 14,300	\$ -	\$ -	
	Bond Principal	316,200	375,000	375,000	160,000
	Bond Interest	36,677	63,578	63,578	52,200
	Bond Fees	-	1,750	1,750	-
	Grant Anticipation Payoff	1,323,802	-	-	
2021A LPA Road Capital Maintenance (96) Expenses		\$ 1,690,979	\$ 440,328	\$ 440,328	\$ 212,200
GRAND TOTAL OF ALL DEBT- REVENUE		\$ 2,787,012	\$ 1,684,673	\$ 1,679,686	\$ 1,550,115
GRAND TOTAL OF ALL DEBT- EXPENSES		\$ 10,146,357	\$ 1,624,468	\$ 1,638,588	\$ 1,529,907
DEBT SERVICE BALANCE (REV-EXP)		\$ (7,359,344)	\$ 60,205	\$ 41,098	\$ 20,208

Emergency Reserve Fund (50) Revenues & Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Proposed Budget
Revenues	Beginning Fund Balance	\$ 1,332,108	\$ 1,332,108	\$ 1,332,108	\$ 1,332,108
	Transfer from General Fund	-	-	-	-
Emergency Reserve (50) Revenues		-	-	-	-
Total Sources		1,332,108	1,332,108	1,332,108	1,332,108
Expenses	Transfer to Brush Creek NID	-	-	-	-
	Transfer Loan to Brink Meyer	-	-	-	-
Total Emergency Reserve (50) Expenses		-	-	-	-
Ending Fund Balance Emergency Reserve (50)		\$ 1,332,108	\$ 1,332,108	\$ 1,332,108	\$ 1,332,108

Projects Fund (95) Revenues & Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Proposed Budget
Beginning Fund Balance		\$ 907,111	\$ (523,676)	\$ (523,676)	\$ (365,390)
Revenues	Bond Proceeds	2,985,000	-	-	-
	Bond Premium	107,782	-	-	-
	Money Recvd from Hwy 9 Project - 6th St.	824,094	-	-	-
	Money Recvd from Hwy 9 Project	-	-	1,310,918	-
	Grants/Donations	-	-	-	-
	Platte County Outreach Grants	-	-	-	-
	Park Improvement Funds	-	-	-	-
	Miscellaneous Revenue	16,000	-	-	-
	Transfer from Transportation Fund (40)	14,300	-	-	-
	Transfer from General Fund	-	-	-	-
	Transfer from Parks Sales Tax Fund	-	-	-	-
	Transfer from Park Donation Fund	-	-	-	-
	Transfer from ARPA Fund	75,000	325,000	325,000	-
Projects Fund (95) Revenues		\$ 4,022,176	\$ 325,000	\$ 1,635,918	\$ -
Total Sources		\$ 4,929,287	\$ (198,676)	\$ 1,112,242	\$ (365,390)

Projects Fund (95) Revenues & Expenses

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Proposed Budget
Streets / Transportation	Route 9 Project Expenses - 45 Hwy to Lakeview	3,121,974	2,777,754	1,475,983	-
	Route 9 Project Expenses - 6th St.	913,874	-	-	-
	Grants/Donations Expenses	6,650	-	1,649	-
	Bond Financing Issuance Costs	86,664	-	-	-
	Total Streets/Transportation	4,129,162	2,777,754	1,477,632	-
Public Works	Tornado Siren Expansion	-	-	-	-
	ELP Restroom and Friends Shelter Projects	-	-	-	-
	Total Public Works	-	-	-	-
Parks	Parks/Sewer Building Façade Improvements	-	-	-	-
	English and Platte Landing Park Trail Improvements	-	-	-	-
	Outreach Grant Projects	-	-	-	-
	Expenses: Parks	-	-	-	-
Fewson Fund	Fewson Fund Projects	-	-	-	-
	Total Fewson Fund	-	-	-	-
Transfers Out	Transfer to General Fund	-	-	-	-
	Transfer to General Fund	-	-	-	-
	Transfer to Route 9 Debt Service Fund (96)	1,323,801	-	-	-
	Total Transfers Out	1,323,801	-	-	-
Total Projects Fund (95) Expenses		5,452,963	2,777,754	1,477,632	-
Ending Fund Balance Projects Fund (95)		\$ (523,676)	\$ (2,976,430)	\$ (365,390)	\$ (365,390)

American Recovery Act Fund (68) Revenues & Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Proposed Budget
ARPA Rev.	Beginning Fund Balance	\$ -	\$ 447,594	\$ 447,594	\$ 859,114
	ARPA Grant Funds	722,594	722,594	736,520	-
ARPA Fund (68) Revenues		\$ 722,594	\$ 722,594	\$ 736,520	\$ -
Total Sources		\$ 722,594	\$ 1,170,188	\$ 1,184,114	\$ 859,114
Capital Improvement Expenses	Asphalt Overlay Program	200,000	-	-	-
	Route 9 6th Street Project	75,000	-	-	-
	Route 9 Phase 3 Engineering	-	100,000	-	-
	Expenses: CIP	\$ 275,000	\$ 100,000	\$ -	\$ -
Transfers Out	Transfer to Projects Fund (95)	-	325,000	325,000	500,000
	Expenses: Transfers (550)	-	325,000	325,000	500,000
Total ARPA Fund (68 Expenses)		\$ 275,000	\$ 425,000	\$ 325,000	\$ 500,000
Beginning Fund Balance Transportation Fund (68)		\$ 447,594	\$ 745,188	\$ 859,114	\$ 359,114

Eco Devo / Tourism Fund (46) Revenues & Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Proposed Budget
Revenues	Beginning Fund Balance	\$ 3,536	\$ 8,946	\$ 8,946	\$ 17,546
	Guest Room Tax	6,410	85,000	50,000	58,000
	Transfers	-	-	-	-
Eco Devo / Tourism Fund (46) Revenue		6,410	85,000	50,000	58,000
Total Sources		\$ 9,946	\$ 93,946	\$ 58,946	\$ 75,546
Expenses	Advertising	1,000	20,000	-	10,000
	Economic Development / Tourism - Other	-	3,000	6,400	25,000
Total Expenses		1,000	23,000	6,400	35,000
Transfers Out	Transfer to Creekside TIF Fund	-	40,000	35,000	40,000
	Total Transfers Out	\$ -	\$ 40,000	\$ 35,000	\$ 40,000
Total Eco Devo / Tourism Expenses		\$ 1,000	\$ 63,000	\$ 41,400	\$ 75,000
Ending Fund Balance		\$ 8,946	\$ 30,946	\$ 17,546	\$ 546

Fewson Fund (45) Revenues & Expenses

Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Proposed Budget
Revenues	Beginning Fund Balance	\$ 599,230	\$ 601,173	\$ 601,173	\$ 602,673
	Interest Income	3,843	-	1,500	1,500
	Miscellaneous	-	-	-	-
	Gain on Investment	-	-	-	-
	Earned on Investments	-	-	-	-
Fewson Fund (45) Revenues		\$ 3,843	\$ -	\$ 1,500	\$ 1,500
Total Sources		\$ 603,073	\$ 601,173	\$ 602,673	\$ 604,173
Expenses	Loss on Investment	1,728	-	-	-
	Trust/Bank Fees	172	150	-	-
	Distribution to City (50% of proceeds, defined project)	-	17,290	-	24,019
	Distribution to City (Reserved from prior years)	-	-	-	-
	Project Loans (Transfer to Parks)	-	400,000	-	-
Total Fewson Fund (45) Expenses		\$ 1,900	\$ 417,440	\$ -	\$ 24,019
Ending Fund Balance Fewson Fund (45)		\$ 601,173	\$ 183,733	\$ 602,673	\$ 580,154

Veterans Memorial Fund (66) Revenues & Expenses					
Type	Account	2021 Final	2022 Budget	2022 Projected	2023 Proposed Budget
Revenues	Beginning Fund Balance	\$ 15,998	\$ 54,429	\$ 54,429	\$ 84,829
	Veterans Memorial Donations	41,781	100,000	36,000	40,000
	Interest Income	-	-	-	-
	Transfers	-	-	-	-
Veterans Memorial Fund (66) Revenues		41,781	100,000	36,000	40,000
Total Sources		\$ 57,779	\$ 154,429	\$ 90,429	\$ 124,829
Expenses	Expenditures	600	25,000	5,600	40,000
	Capital Improvements	-	-	-	84,829
	Expenses: Veterans Memorial	600	25,000	5,600	124,829
Professional Fees	Engineer & Planning Fees	2,750	40,000	-	-
	Construction Fees	-	-	-	-
	Total Professional Fees	2,750	40,000	-	-
Total Veterans Memorial Fund (66) Expenses		3,350	65,000	5,600	124,829
Ending Fund Balance Veterans Memorial Fund		\$ 54,429	\$ 89,429	\$ 84,829	\$ 0

Exhibit B: Addendum 1

2024-2027 All Fund Summary

FY 2024 All Funds Summary

Fund	Beginning Fund Balance	Revenues	Total Revenue Sources	Expenditures	Estimated Ending Fund Balance
GRAND TOTAL	\$ 5,579,804	\$ 10,338,585	\$ 15,918,389	\$ 11,058,203	\$ 4,860,186
General Fund	1,460,160	5,562,315	7,022,475	6,192,734	829,741
Sewer Fund	1,224,859	1,905,687	3,130,546	1,920,369	1,210,177
Emergency Reserve Fund	1,332,108	-	1,332,108	-	1,332,108
Special Revenue Funds					
Transportation Fund	194,209	1,559,083	1,753,292	1,609,000	144,292
Park Fund	759,466	1,176,000	1,935,466	1,136,000	799,466
Nature Sanctuary Fund	34,578	73,000	107,578	137,100	(29,522)
American Rescue Plan (ARPA)	359,114	-	359,114	-	359,114
Economic Development Fund	546	61,000	61,546	63,000	(1,454)
Fewson Fund	580,154	1,500	581,654	-	581,654
Projects Fund	(365,390)	-	(365,390)	-	(365,390)
Veterans Memorial Fund	-	-	-	-	-
Special Revenue Subtotal	1,562,677	2,870,583	4,433,260	2,945,100	1,488,160
Debt Service Funds					
Certificates of Participation (COPs)	86,104	527,300	613,404	538,507	74,897
Brush Creek NID	13,530	337,647	351,177	344,207	6,970
Brink Meyer NID	5,454	230,319	235,773	232,205	3,568
Sewer Debt Service	85	179,000	179,085	179,000	85
LPA Road Capital Maintenance	-	215,000	215,000	209,000	6,000
Debt Service Subtotal	\$ 105,173	\$ 1,489,266	\$ 1,594,439	\$ 1,502,919	\$ 91,520

FY 2025 All Funds Summary

Fund	Beginning Fund Balance	Revenues	Total Revenue Sources	Expenditures	Estimated Ending Fund Balance
GRAND TOTAL	\$ 4,860,186	\$ 10,558,552	\$ 15,418,738	\$ 10,962,910	\$ 4,455,828
General Fund	829,741	5,680,454	6,510,195	6,190,626	319,569
Sewer Fund	1,210,177	1,961,364	3,171,541	1,825,184	1,346,357
Emergency Reserve Fund	1,332,108	-	1,332,108	-	1,332,108
Special Revenue Funds					
Transportation Fund	144,292	1,586,234	1,730,526	1,863,000	(132,474)
Park Fund	799,466	1,192,000	1,991,466	861,000	1,130,466
Nature Sanctuary Fund	(29,522)	73,000	43,478	157,100	(113,622)
American Rescue Plan (ARPA)	359,114	-	359,114	-	359,114
Economic Development Fund	(1,454)	64,000	62,546	66,000	(3,454)
Fewson Fund	581,654	1,500	583,154	-	583,154
Projects Fund	(365,390)	-	(365,390)	-	(365,390)
Veterans Memorial Fund	-	-	-	-	-
Special Revenue Subtotal	1,488,160	2,916,734	4,404,894	2,947,100	1,457,794
Debt Service Funds					
Certificates of Participation (COPs)	74,897	546,300	621,197	352,731	268,466
Brush Creek NID	6,970	339,868	346,838	344,210	2,628
Brink Meyer NID	3,568	233,442	237,010	232,208	4,802
Sewer Debt Service	85	31,350	31,435	31,435	-
LPA Road Capital Maintenance	6,000	210,800	216,800	210,800	6,000
Debt Service Subtotal	\$ 91,520	\$ 1,361,760	\$ 1,453,280	\$ 1,171,384	\$ 281,896

FY 2026 All Funds Summary

Fund	Beginning Fund Balance	Revenues	Total Revenue Sources	Expenditures	Estimated Ending Fund Balance
GRAND TOTAL	\$ 4,455,828	\$ 10,905,508	\$ 15,361,336	\$ 11,898,661	\$ 3,462,675
General Fund	319,569	5,923,928	6,243,497	6,340,042	(96,545)
Sewer Fund	1,346,357	2,018,692	3,365,049	2,553,919	811,130
Emergency Reserve Fund	1,332,108	-	1,332,108	-	1,332,108
Special Revenue Funds					
Transportation Fund	(132,474)	1,613,388	1,480,914	1,870,000	(389,086)
Park Fund	1,130,466	1,208,000	2,338,466	942,000	1,396,466
Nature Sanctuary Fund	(113,622)	73,000	(40,622)	123,700	(164,322)
American Rescue Plan (ARPA)	359,114	-	359,114	-	359,114
Economic Development Fund	(3,454)	67,000	63,546	69,000	(5,454)
Fewson Fund	583,154	1,500	584,654	-	584,654
Projects Fund	(365,390)	-	(365,390)	-	(365,390)
Veterans Memorial Fund	-	-	-	-	-
Special Revenue Subtotal	1,457,794	2,962,888	4,420,682	3,004,700	1,415,982
Debt Service Funds					
Certificates of Participation (COPs)	268,466	300	268,766	127,631	141,135
Brush Creek NID	2,628	336,518	339,146	344,213	(5,067)
Brink Meyer NID	4,802	236,264	241,066	232,211	8,855
Sewer Debt Service	-	-	-	-	-
LPA Road Capital Maintenance	6,000	205,000	211,000	207,500	3,500
Debt Service Subtotal	\$ 281,896	\$ 778,082	\$ 1,059,978	\$ 911,555	\$ 148,423

FY 2027 All Funds Summary

Fund	Beginning Fund Balance	Revenues	Total Revenue Sources	Expenditures	Estimated Ending Fund Balance
GRAND TOTAL	\$ 3,462,675	\$ 11,140,510	\$ 14,603,185	\$ 11,913,992	\$ 2,689,193
General Fund	(96,545)	6,052,746	5,956,201	6,395,053	(438,852)
Sewer Fund	811,130	2,077,720	2,888,850	2,479,639	409,211
Emergency Reserve Fund	1,332,108	-	1,332,108	-	1,332,108
Special Revenue Funds					
Transportation Fund	(389,086)	1,641,544	1,252,458	1,729,000	(476,542)
Park Fund	1,396,466	1,224,000	2,620,466	1,063,000	1,557,466
Nature Sanctuary Fund	(164,322)	73,000	(91,322)	175,300	(266,622)
American Rescue Plan (ARPA)	359,114	-	359,114	-	359,114
Economic Development Fund	(5,454)	70,000	64,546	72,000	(7,454)
Fewson Fund	584,654	1,500	586,154	-	586,154
Projects Fund	(365,390)	-	(365,390)	-	(365,390)
Veterans Memorial Fund	-	-	-	-	-
Special Revenue Subtotal	1,415,982	3,010,044	4,426,026	3,039,300	1,386,726
Debt Service Funds					
Certificates of Participation (COPs)	141,135	509,300	650,435	553,801	96,634
Brush Creek NID	(5,067)	349,283	344,216	344,216	-
Brink Meyer NID	8,855	237,438	246,293	232,214	14,079
Sewer Debt Service	-	-	-	-	-
LPA Road Capital Maintenance	3,500	201,000	204,500	204,200	300
Debt Service Subtotal	\$ 148,423	\$ 1,297,021	\$ 1,445,444	\$ 1,334,431	\$ 111,013

EXHIBIT C:

2023 – 2027 Capital Improvement Plan (CIP) Summary

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2023 CIP Details

2023-2027 Capital Improvement Program Summary

Department	Total CIP Estimate	5-Year CIP Forecast				
		2023	2024	2025	2026	2027
Admin / IT	\$ 51,750	\$ 23,750	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000
Police	396,146	139,303	78,889	56,477	56,477	65,000
CD	50,000	50,000	-	-	-	-
Public Works	716,205	48,041	302,041	172,041	172,041	22,041
GENERAL FUND TOTAL	1,214,101	261,094	387,930	235,518	235,518	94,041
Transportation	5,494,000	335,000	1,814,000	1,512,000	1,250,000	583,000
Sewer	4,597,200	693,200	614,000	641,000	1,375,000	1,274,000
Parks	1,606,500	478,500	457,000	157,000	212,000	302,000
PNS	310,000	90,000	45,000	65,000	30,000	80,000
Certificate of Participation (COP)	433,184	110,000	80,000	243,184	-	-
Grand Total CIP	\$ 13,654,985	\$ 1,967,794	\$ 3,397,930	\$ 2,853,702	\$ 3,102,518	\$ 2,333,041

Capital Improvement Program FY 2023							
Division	Type	New or Replacement?	Name	Project Description	Funding Source	Total Cost	2023 Budget
					General Fund	\$ 883,724	\$ 261,094
					Transportation Fund	\$ 1,995,000	\$ 335,000
					Parks Fund	\$ 536,000	\$ 478,500
					PNS Fund	\$ 180,000	\$ 90,000
					COP	\$ 110,000	\$ 110,000
					Sewer Fund (possible to subtract sewer plant renovations?)	\$ 2,446,700	\$ 693,200
					CIP Grand Total	\$ 6,151,424	\$ 1,967,794
Admin / IT							
IT	Equipment	Replacement	Computer Replacement Cycle	Continue cycle to replace 25% of office computers each year in order to maintain a four-year replacement cycle for software, hardware, operating systems, and warranties.	General Fund	\$ 41,000	\$ 8,750
Admin	Equipment	New	Records Management Software for City records	Electronic storage software for City's electronic records (not email) to allow for enhanced search capabilities.	General Fund	\$ 15,000	\$ 15,000
					Admin/IT Total	\$ 56,000	\$ 23,750
Police							
Police	Equipment	Replacement	Patrol Vehicle	2023 AWD Police Ford Taurus Sedan including emergency equipment, video, radio, etc.	General Fund	\$ 370,928	\$ 90,000
Police	Equipment	Replacement	In-Car Video Systems	Replace existing in-car video system with updated system. Will be on a five-year maintenance cycle to match warranty pending wear and tear.	General Fund	\$ 26,091	\$ 4,303
Police	Equipment	New	Security Cameras in the Park	Four additional cameras to be placed in the parks	General Fund	\$ 39,500	\$ 15,000
Police	Project	New	Police Co-Location Planning	Design/engineering of a Police Annex location vs. Lease of multi-use space	General Fund	\$ 180,000	\$ 30,000
					Police Total	\$ 616,519	\$ 139,303

Capital Improvement Program FY 2023							
Division	Type	New or Replacement?	Name	Project Description	Funding Source	Total Cost	2023 Budget
Community Development							
CD	Project	New	Architectural Design Standards	The City's Title IV – Development Code (Chapter 403 Applications & Procedures processes) requires major site plans, minor site plans, preliminary development plans and final development plans to meet development and design standards of the code.	General Fund	\$ 40,000	\$ 40,000
CD	Project	New	Parkville ADA Transition Plan	The <i>Parkville ADA Transition Plan</i> is a Mid-America Regional Council (MARC) 2023 Planning Sustainable Places (PSP) project that involves the creation of a citywide ADA transition plan to ensure all individuals with disabilities have reasonable access to public accommodations via the citywide transportation system. The plan includes a formal process for receiving, documenting and addressing ADA complaints in order for the City to address and improve its built infrastructure on public land, in public facilities and within public rights-of-way.	20% General Fund 80% MARC PSP Funding	\$ 25,000	\$ 5,000
CD	Project	NEW	Housing Density Study	NEED DESCRIPTION	General Fund	\$ 10,000	\$ 5,000
					CD Total	\$ 75,000	\$ 50,000
Public Works							
PW	Project	New	Public Parking Lot Lease/Purchase	Lease/purchase payment for a public parking lot. The lease/payment will continue for 25 Years, for the use of the public parking lot for 99 years. Starting in 2021?	General Fund	\$ 110,205	\$ 22,041
PW	Project	New	Thousands Oaks Tornado Siren	Creekside in 2022/Thousand Oaks 2023	General Fund	\$ 26,000	\$ 26,000
					Public Works Total	\$ 136,205	\$ 48,041
Transportation							
Transportation	Maintenance	New	2" Asphalt Mill and Overlay	Contractor to mill and overlay existing asphalt streets in the City that have become deteriorated.	Transportation	\$ 1,600,000	\$ 250,000

Capital Improvement Program FY 2023							
Division	Type	New or Replacement?	Name	Project Description	Funding Source	Total Cost	2023 Budget
Transportation	Maintenance	New	Curb & Sidewalk Repair	Repair defective sections of curb due to general deterioration of the curb and sidewalk.	Transportation	\$ 250,000	\$ 50,000
Transportation	Maintenance	New	Crack Sealing	Crack sealing of existing street in the City. Includes rental of crack sealing machine and crack seal material.	Transportation	\$ 70,000	\$ 15,000
Transportation	Maintenance	New	Street Striping	Needed to re-paint areas on the pavement such as centerlines and stop bars for traffic safety.	Transportation	\$ 70,000	\$ 15,000
Transportation	Equipment	Replacement	Snow Box Attachment	Snow Box Attachment	Transportation	\$ 5,000	\$ 5,000
					Transportation Total	\$ 1,995,000	\$ 335,000
Sewer							
Sewer	Equipment	Replacement	Pinecrest Pump Station	Pinecrest Wiring Replacement	Sewer Fund	\$ 6,500	\$ 6,500
Sewer	Equipment	Rebuild	45 Hwy Pump Station	45 Hwy PS Pump Rebuild.	Sewer Fund	\$ 6,500	\$ 6,500
Sewer	Equipment	Replacement	S. National Pump Station	S Natl PS Pump Rebuild	Sewer Fund	\$ 7,500	\$ 7,500
Sewer	Equipment	Replacement	RAS Pump VFD Replacement	Replace VFD for RAS Pump at WWTP	Sewer Fund	\$ 7,500	\$ 7,500
Sewer	Equipment	Replacement	Clarifier Drives Purchase	Purchase 2 replacement hydraulic clarifier drives.	Sewer Fund	\$ 27,500	\$ 27,500
Sewer	Equipment	Replacement	Clarifier Drives Install	Install 2 replacement hydraulic clarifier drives.	Sewer Fund	\$ 18,000	\$ 18,000
Sewer	Equipment	Replacement	Clarifier T-Valve Replacement.	Replace leaking telescoping valve inside RAS pump well, serves west clarifier.	Sewer Fund	\$ 21,000	\$ 21,000
Sewer	Equipment	Replacement	Aeration Basin Blower	Replace one of two tri-lobe aeration blowers, includes installation and testing.	Sewer Fund	\$ 15,000	\$ 15,000
Sewer	Equipment	Replacement	Aeration Basin Diffusers	Replace membrane disc air diffusers in Aeration Tank 2, also tank cleaning/drainage.	Sewer Fund	\$ 42,000	\$ 42,000
Sewer	Equipment	Replacement	SCADA system replacement.	Rebuild hardware, re-program PLC's, new computer workstation, training.	Sewer Fund	\$ 58,000	\$ 58,000
Sewer	Equipment	Replacement	UV Bulbs, Sleeve & Ballasts	Replace UV light bulbs, sleeves, and ballasts.	Sewer Fund	\$ 68,000	\$ 17,000
Sewer	Project	Repairs	Ongoing Sanitary Sewer Repairs	Repairs based on CCTV results	Sewer Fund	\$ 1,470,000	\$ 250,000
Sewer	Project	Repairs	Riss Lake LPS System Repairs	Proactive repairs to valves, clean-out, and pits/vaults.	Sewer Fund	\$ 180,000	\$ 20,000

Capital Improvement Program FY 2023							
Division	Type	New or Replacement?	Name	Project Description	Funding Source	Total Cost	2023 Budget
Sewer	Project	Repairs	Easement clearing: Melody & Country Gardens.	Clearing trees and grading to restore access to remote sewer lines.	Sewer Fund	\$ 29,000	\$ 29,000
Sewer	Equipment	New	Mini Camera	Small CCTV camera for smaller segments of pipes	Sewer Fund	\$ 16,000	\$ 16,000
Sewer	Project	Replacement	Odor Control Fence	Replace old and broken fence that surrounds the Bioxide injection system off Riss Lake Dr.	Sewer Fund	\$ 20,000	\$ 20,000
Sewer	Project	New	System Renewal Plan	Engineering study to analyze asset classes, project costs and plan for renewal of entire sewer system, for next 10 years.	Sewer Fund	\$ 19,000	\$ 19,000
Sewer	Project	New	System Valuation Analysis	Professional Services agreement / Overhead Allocation review, analysis, and rate study.	Sewer Fund	\$ 50,000	\$ 50,000
Sewer	Project	New	CCTV	Program to clean and televise a portion of the 15,000 feet per year of the City's sewers.	Sewer Fund	\$ 385,200	\$ 62,700
					Sewer Total	\$ 2,446,700	\$ 693,200
Parks							
Parks	Equipment	New	JD 6-Series Tractor with Turf Tires	Lease payment for a John Deere 6 Series Tractor for 9 months. Cost to purchase tractor is \$60,000.	Parks Fund	\$ 49,000	\$ 7,000
Parks	Project	New	Farmers Market	City Share estimate to Reconstruct Farmers Market building - other possible funding will come from Midwest Public Risk (MPR), Platte County Outreach Grant	Parks Fund	\$ 250,000	\$ 250,000
Parks	Project	New	Gateway Park	City Share for new trailhead along Highway 9	Partnership Grant Parks Fund	\$ 50,000	\$ 50,000
Parks	Equipment	New	ATV	ATV/Gator with Cab	Parks Fund	\$ 30,000	\$ 30,000
Parks	Project	New	PLP Multipurpose Field	City Share to create field and parking lot to allow placement of veterans memorial - in accordance with Land & Water Conservation Fund (LWCF) Grant	Parks Fund	\$ 25,000	\$ 25,000
Parks	Project	New	Master Plan	Master Plan - will include updated community survey	Parks Fund	\$ 35,000	\$ 34,500
Parks	Equipment	New	Facility Reservation Management Software	Software for reservations	Parks Fund	\$ 20,000	\$ 20,000
Parks	Maintenance	New	Train Depot Maintenance	Preventative Maintenance on Building	Parks Fund	\$ 30,000	\$ 15,000
Parks	Maintenance	Replace	Train Depot Landscaping	Landscaping enhancements at the Train Depot & Spirit Fountain	Parks Fund	\$ 15,000	\$ 15,000

Capital Improvement Program FY 2023							
Division	Type	New or Replacement?	Name	Project Description	Funding Source	Total Cost	2023 Budget
Parks	Maintenance	New	PLP Dumpster	Dumpster area at PLP	Parks Fund	\$ 12,000	\$ 12,000
Parks	Project	New	Dog Drinking Fountains	Two drinking fountains for the dog parks - one on each side.	Parks Fund Parks Donations	\$ 10,000	\$ 10,000
Parks	Maintenance	Replace	ELP Trail Enhancement	ELP Trail enhancement, south side of A-truss bridge	Parks Fund	\$ 10,000	\$ 10,000
					Parks Fund Total	\$ 536,000	\$ 478,500
Nature Sanctuary							
Nature Sanctuary	Project	Replacement	Girl Scout Shelter House	Re-do shelter house structure and tables	PNS Fund	\$ 80,000	\$ 40,000
Nature Sanctuary	Project	New	Boardwalk / Outlook Area	Re-do boardwalk/overlook area including additional flooring to large boardwalk to ensure it will not be slippery when wet	PNS Fund	\$ 40,000	\$ 20,000
Nature Sanctuary	Project	New	Trail Updates	Complete trail improvements including current infrastructure	PNS Fund	\$ 60,000	\$ 30,000
					PNS Fund Total	\$ 180,000	\$ 90,000
COP							
COP - Admin	Project	Replacement	City Hall Renovation / Needs Assessment	2nd Floor renovations, including front reception area/enclosure to address safety.	Certificate of Participation (COP)	\$ 85,000	\$ 85,000
COP - IT	Equipment	Replacement	Security System Upgrade	Security System Upgrade - doors, alarms/buttons, safety glass	Certificate of Participation (COP)	\$ 25,000	\$ 25,000
					Total COP	\$ 110,000	\$ 110,000

EXHIBIT D:

**2022 – 2023 Property
Tax Rates Impacting
Parkville**

Side-by-Side Comparison

Exhibit D: Parkville Property Tax Rate Schedule

PROPERTY TAX OVERVIEW

In 2023, the City of Parkville Property Tax Rate is \$0.6097 per \$100 of assessed valuation. This reflects a slight .0033 increase compared to 2022. The increase is due to the formulaic allowance followed within the Missouri State Auditors computation forms and remains in accordance with the state of Missouri Hancock Amendment.

2023 Parkville Property Taxes (per \$100/assessed value)		2022 Parkville Property Taxes (per \$100/assessed value)	
General Operating	\$0.4424	General Operating	\$0.4400
Temporary Levy	\$0.1673	Temporary Levy	\$0.1664
Total CITY Tax	\$0.6097	Total CITY Tax	\$0.6064

Below are the other Property Tax rates, as compared to 2022, in Platte County in which Parkville residents participate.

2023 Other Property Taxes (per \$100/assessed value)		2022 Other Property Taxes (per \$100/assessed value)	
Blind Person	\$0.0300	Blind Person	\$0.0300
M&M Replacement Tax	\$0.3600	M&M Replacement Tax	\$0.3600
Park Hill School District	\$5.3955	Park Hill School District	\$5.3955
Parkville Special Road Dist.	\$0.2382	Parkville Special Road Dist.	\$0.2382
County Rd. Dist. #1	\$0.3080	County Rd. Dist. #1	\$0.3080
Platte County	\$0.0600	Platte County	\$0.0600
Health Department	\$0.0733	Health Department	\$0.0729
Mental Health	\$0.0916	Mental Health	\$0.0911
Development Disabled	\$0.1192	Development Disabled	\$0.1186
Mid-Continent Library	\$0.3240	Mid-Continent Library	\$0.3468
Fire District	\$0.8667	Fire District	\$0.8729
Ambulance	\$0.1067	Ambulance	\$0.1067
Community College	\$0.2028	Community College	\$0.2028
Total OTHER Tax	\$8.1760	Total OTHER Tax	\$8.2035

You will notice, overall, the total of Property Tax rates is slightly reduced. From \$8.810 to \$8.786: both per \$100 of assessed valuation.

2023 TOTAL Property Taxes (per \$100/assessed value)		2022 TOTAL Property Taxes (per \$100/assessed value)	
CITY Property Tax	\$0.6097	CITY Property Tax	\$0.6064
OTHER Property Tax	\$8.1760	OTHER Property Tax	\$8.2035
TOTAL Property Tax	\$8.786	TOTAL Property Tax	\$8.8010

**CITY OF PARKVILLE
Policy Report**

Date: November 30, 2022

Prepared By:

Jeffery Rhodes, Asst. to City Administrator

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve the first reading of an ordinance to classify all employee positions and establish compensation for such classifications for fiscal year 2023 (Administration)

BACKGROUND:

In August 2022, the Board of Aldermen authorized the city administrator to align city positions to ensure the City remain comparable in this very competitive labor market; as such, City Administration completed a market survey update for compensation and classification(s) and adjusted the grades accordingly. The 2023 pay plan scale includes a 1.5% cost of living raise for eligible employees in accordance with Section D-1 of the Parkville Personnel Manual. Furthermore, the minimum hourly rate now paid by the City is \$17.00 per hour. This minimum hourly rate of \$17.00/hour pertains to part-time, seasonal and intern staff. It is also noteworthy to mention, the starting pay for a police officer has been adjusted to \$52,686.

On the employee's anniversary date, all positions are eligible for a separate 2.0% salary adjustment (within established ranges).

BUDGET IMPACT:

ALTERNATIVES:

1. Adopt an ordinance to classify all employee positions and establish compensation ranges for 2023.
2. Adopt an ordinance, subject to changes directed by the Board of Aldermen.
3. Postpone the item and provide further directions to the City Administrator.

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 that the Board of Aldermen approve first reading of an ordinance to classify employee positions and establish compensation ranges.

POLICY:

Section 112.070.G. of the Municipal Code designates the City Administrator as the personnel officer of the City with authority to recommend a position classification system and salaries to the Mayor and Board of Aldermen.

SUGGESTED MOTION:

I move to approve Bill No. 3218, an ordinance approving the classification of employee positions and establishing compensation ranges for fiscal year 2023, on first reading and postpone second reading to December 20, 2022.

ATTACHMENTS:

1. Ordinance

BILL NO.

ORDINANCE NO. ____

AN ORDINANCE CLASSIFYING ALL EMPLOYEE POSITIONS AND ESTABLISHING COMPENSATION FOR SUCH CLASSIFICATIONS

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

SECTION 1. The following pay ranges are established for permanent full-time city employees.

Grade	Classification	<u>Annual</u>			<u>Hourly</u>		
		Minimum	Mid-Point	Maximum	Minimum	Mid-Point	Maximum
1	Receptionist	35,360	42,432	49,504	17.00	20.40	23.80
2	Department Assistant Laborer	39,603	47,528	55,453	19.04	22.85	26.66
3	Code Enforcement Skilled Laborer	43,555	52,270	60,986	20.94	25.13	29.32
4	Billing Clerk Court Administrator Foreman Nature Sanctuary Director Police Officer I	47,902	57,481	67,059	23.03	27.64	32.24
5	Building Inspector Building Official Deputy City Clerk Police Officer II Project Manager Superintendent Planner	52,686	63,222	73,757	25.33	30.40	35.46
6	City Clerk Director of Operations Police Detective Police Sergeant	60,590	72,706	84,822	29.13	34.96	40.78
7	City Treasurer	69,680	83,616	97,552	33.50	40.20	46.90
8	Assistant City Administrator Community Development Director Parks and Recreation Director Police Captain Public Works Director	83,616	100,339	117,062	40.20	48.24	56.28
9	Police Chief Finance Director	104,520	130,655	156,790	50.25	62.82	75.38
10	City Administrator	130,645	163,311	195,978	62.81	78.52	94.22

SECTION 2. The following pay plan is established for temporary and part-time positions:

Classification	<u>Hourly</u>		
	Minimum	Mid-Point	Maximum
Receptionist	17.00	20.40	23.80
Intern	17.00	20.40	23.80
Seasonal Laborer	17.00	20.40	23.80
Nature Sanctuary Assistant Director	17.00	20.40	23.80

SECTION 3. The current pay plan was based on a Compensation and Classification Study completed by The Austin Peters Group, Inc.(APG) in 2017 and amended in August 2021. For 2023, the City Administration completed a Market Survey Update and adjusted the Grades accordingly.

SECTION 4. All employees shall normally receive a rate of pay no less than the minimum of the pay grade and no higher than the maximum of the pay grade.

SECTION 5. The following annual salaries are established for elected and appointed officials:

Mayor	\$14,400
Alderman	\$5,400
Municipal Judge	\$18,000

SECTION 6. The 2023 pay plan scale includes a 1 ½ percent cost of living raise for eligible employees in accordance with Section D-1 of the Parkville Personnel Manual. Employees who have reached the maximum of their salary ranges will be eligible for a one-time bonus equal to the approved cost-of-living adjustment pending receipt of a satisfactory performance review.

SECTION 7. The proposed 2023 budget includes a 2% adjustment on the anniversary of eligible employee's hire date. This adjustment reflects an additional cost of living raise in accordance with Section D-1 of the Parkville Personnel Manual.

SECTION 8. All provisions of ordinances and resolutions in conflict with this ordinance relative to the classification and compensation of employees of the City of Parkville, Missouri are hereby repealed.

SECTION 9. This ordinance shall take effect on January 1, 2023.

PASSED and APPROVED this 20th day of December 2022.

Mayor Nanette K. Johnston

ATTESTED:

City Clerk Melissa McChesney

**CITY OF PARKVILLE
Policy Report**

Date: November 30, 2022

Prepared By:

Melissa McChesney, City Clerk

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve first reading of an ordinance to upgrade the City's enrollment in LAGERS to Benefit Program L-6 (Administration)

BACKGROUND:

The City adopted the Missouri Local Government Employees Retirement System (LAGERS) in 2009 at the lowest benefit level (Tier L-1). LAGERS offers seven levels of benefit, ranging from 1% (L-1) to 2.5% (L-11). The City upgraded to Tier L-3 in 2015, to Tier L-7 in 2016 and to Tier L-12 in 2020. On November 1, 2022, the actuarial valuation was presented to the Board of Aldermen as a non-action item. LAGERS retirement benefits are calculated using the formula below:

Benefit Factor X Member's Final Average Monthly Salary X Member's Years of Service
Credit = Member's Monthly Benefit

City administration cites "improved retirement benefits" as the most common request of employees and recruits when asked about motivating factors for recruitment and retention. This change will have a positive impact on morale and help encourage longevity in employees. In addition, this raises the pension benefit to that of surrounding cities, so we are no longer lagging behind those city's considered as competition with the city of Parkville.

The proposed change requires at least 45 calendar days before the Board can take final action and was made public on November 1, 2022. Final action will take place on December 20, 2022. If approved, the City Clerk will send the required certification to LAGERS so that it is received at least ten days before the effective of January 1, 2023.

BUDGET IMPACT:

The budget impact of a move in Benefit Level from L-12 to L-6 would increase employer's share for General employees by 3.2%, and Policy employees by 3.3%. The total amount is included in the proposed 2023 Budget.

ALTERNATIVES:

1. Adopt an ordinance to upgrade the City's LAGERS to Benefit Program L-6.
2. Adopt an ordinance, subject to changes.
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 that the Board of Aldermen approve the move from Benefit Level L-12 to Benefit Level L-6 in LAGERS.

POLICY:

Per Section 5B of the City Personnel Manual, pension plan program benefits and employee contributions are subject to change at the discretion of the Board of Aldermen. In accordance with Section 105.675 RSMo, the Actual Valuation Report must be made public information for at least 45 days before the Board of Aldermen may take final action to adopt the proposed change in benefits.

SUGGESTED MOTION:

I move to approve Bill No. 3219, an ordinance adopting a change in the benefit program of covered employees under the Missouri Local Government Employees Retirement System to Benefit Program L-6, on first reading and postpone the second reading to December 20, 2022.

ATTACHMENTS:

1. Ordinance

AN ORDINANCE ADOPTING A CHANGE IN THE BENEFIT PROGRAM OF COVERED EMPLOYEES UNDER THE MISSOURI LOCAL GOVERNMENT EMPLOYEES RETIREMENT SYSTEM TO BENEFIT PROGRAM L-6

WHEREAS, the Board of Aldermen of the City of Parkville has complied with the notice and filing requirements of Section 105.675 RSMo; and,

WHEREAS, the Board of Aldermen of the City of Parkville understands that, by adopting this benefit change, the Board of Aldermen of the City of Parkville is accepting the legal obligation to fund the elected benefits now and in the future and that it will be financially able to do so; and

WHEREAS, the City Administrator of the City of Parkville is authorized to deduct from the wages or salaries of each employee member, the employee contributions, if any, required by Section 70.705, RSMo, and to promptly remit such contributions to LAGERS, along with the employer contributions required by Sections 70.705, 70.730, and 70.735 RSMo.

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

Section 1. That the City of Parkville, an employer under the Missouri Local Government Employees Retirement System (LAGERS), hereby adopts a change in the Benefit Program of covered employees, changing to Benefit Program L-6 in accordance with 70.655 RSMo.

Section 2. The City Clerk shall certify this election to LAGERS within ten days hereof.

Section 3. Such election shall be effective on the first day of January 2023.

PASSED and APPROVED this 20th day of December 2022.

Mayor Dean Katerndahl

ATTESTED:

City Clerk Melissa McChesney

**CITY OF PARKVILLE
Policy Report**

Date: November 22, 2022

Prepared By:

Melissa McChesney, City Clerk

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve the first and second readings of an ordinance to authorize a ballot question to impose a local use tax on out-of-state purchases (Administration)

BACKGROUND:

The City, with voter approval, currently levies local sales taxes, as defined in Section 32.085 RSMo, at the rate of 2%. The City is further authorized under Section 144.757 RSMo, with voter approval, to levy a local use tax at a rate equal to the rate of the local sales taxes in effect in the city. A local use tax requires the same tax rate to be charged on purchases made from businesses located outside Missouri as charged by businesses located in the City, eliminating an inequity between in-state and out-of-state businesses that provides a competitive advantage for out-of-state businesses.

The local Use Tax rate is the same rate as the local sales tax rate. If the local Sales Tax is reduced or raised by voter approval, the local Use Tax shall also be reduced or raised by the same action. If local sales tax is applied on a purchase, Use Tax will NOT be paid on the same purchase -- it's one or the other -- never both. It generates local revenue, funds community projects and services and it is not a double tax.

While there is no specific formula for calculating what the Use Tax will generate, the Missouri Municipal League (MML) recommends comparing Parkville to other like-size cities who have a Use Tax for an estimated amount. From that comparison, it is estimated that a local Use Tax will generate approximately \$250,000 - \$300,000 per year.

Asking voters to implement a Use Tax for Parkville is important as the City has been informed that two grant applications are being recommended for approval (confirmation will occur in January 2023). These projects are:

- The next phase of 9 Highway (from Park University entrance west to Main Street, south to Mill Street, and west to Crooked Road), and
- Sidewalks on Bell Road (from 45 Highway south to Hamilton Road).

Both of these projects are being recommended for grant funding; however, there are no matching funds available for these projects. A Use Tax would help leverage grant dollars to be able to finance the matching portion and proceed with these much needed projects.

The 9 Highway project has an estimated cost of \$5 million.

- \$1 million for engineering (not eligible for grant funding) and \$4 million for construction. The projected grant originally was 80/20; however, in order to award more projects, MARC adjusted the formula to a 64/36 allocation from the grant source (MARC): \$2,560,000; and the City portion: \$2,440,000 (City Match \$1,440,000 + Engineering \$1,000,000 = \$2,440,000)

The Bell Road project has an estimated cost of \$1,430,000.

- \$150,000 for engineering (not eligible for grant funding) and \$1,280,000 for construction. The projected grant originally was 80/20; however, in order to award more projects, MARC adjusted the formula to a 58/42 allocation from the grant source (MARC): \$750,000; and the City portion: \$680,000 (City Match \$530,000 + Engineering \$150,000 = \$680,000)

Also for consideration is the limited amount of funding available for capital projects, including our local streets. Should there be available funding through a Use Tax, much needed capital projects for City projects and infrastructure would benefit from an available funding source.

Over 200 Missouri cities have enacted a Use Tax through a vote by their residents. Platte County imposes a Use Tax, as does Kansas City, Platte City and other Northland communities.

A ballot question has been prepared that reads:

OFFICIAL BALLOT
ELECTION
CITY OF PARKVILLE, MISSOURI
April 4, 2023

Proposition U

Shall the City of Parkville, Missouri impose a local use tax (a sales tax on purchases made from out-of-state sellers by in-state buyers and on certain intrabusiness transactions) at the same rate as the total local sales tax rate, for the purpose of funding infrastructure and capital improvements within the City, provided that if the local sales tax rate is reduced or raised by voter approval, the local use tax rate shall also be reduced or raised by the same action?

YES ☐

NO ☐

INSTRUCTIONS TO VOTERS: If you are in favor of the question, place an X in the box opposite "YES." If you are opposed to the question, place an X in the box opposite "NO."

BUDGET IMPACT:

The cost to publish the election notice in two newspapers, as required by law, for the April 4, 2023, election will be approximately \$700.

ALTERNATIVES:

1. Approve the first and second reading of an ordinance to add a ballot question to the April 4, 2023 election to impose a local use tax.
2. Approve the first reading of an ordinance to add a ballot question to the April 4, 2023, election to impose a local use tax.
3. Approve the first reading of the ordinance with changes as desired by the Board of Aldermen.
4. Postpone the item and provide further direction to City Administration.
5. Do not approve 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 that the Board of Aldermen adopt an ordinance to add a ballot question to the April 4, 2023, election to impose a local use tax at the same rate as the total sales tax rate, currently two percent (2%).

POLICY:

RSMo 144.757 permits a local use tax to be imposed on out-of-state purchases. It requires the Board of Aldermen to adopt an ordinance to submit the question to qualified voters for approval.

SUGGESTED MOTION:

I move to approve Bill No. 3220, an ordinance imposing a local use tax on out-of-state purchases, at a rate equal to the rate of local sales taxes in effect in the City, for infrastructure and capital improvements; calling an election in the City of Parkville for the purpose of submitting to the qualified voters of said city the question of whether to impose a local said use tax; and authorizing the City Clerk to give notice of the election to be held on April 4, 2023; on first reading.

I move to approve Bill No. 3220, an ordinance imposing a local use tax on out-of-state purchases, at a rate equal to the rate of local sales taxes in effect in the City, for infrastructure and capital improvements; calling an election in the City of Parkville for the purpose of submitting to the qualified voters of said city the question of whether to impose a local said use tax; and authorizing the City Clerk to give notice of the election to be held on April 4, 2023; on second reading to become Ordinance No. ____.

ATTACHMENTS:

1. Use Tax Ordinance

AN ORDINANCE IMPOSING A LOCAL USE TAX ON OUT-OF-STATE PURCHASES, AT A RATE EQUAL TO THE RATE OF LOCAL SALES TAXES IN EFFECT IN THE CITY, FOR THE PURPOSE OF FUNDING INFRASTRUCTURE AND CAPITAL IMPROVEMENTS WITHIN THE CITY; CALLING AN ELECTION IN THE CITY OF PARKVILLE, MISSOURI, FOR THE PURPOSE OF SUBMITTING TO THE QUALIFIED VOTERS OF SAID CITY THE QUESTION OF WHETHER TO IMPOSE SAID LOCAL USE TAX; AND AUTHORIZING THE CITY CLERK TO GIVE NOTICE OF THE ELECTION TO BE HELD ON APRIL 4, 2023

WHEREAS, the City of Parkville, Missouri (the "City"), with voter approval, currently levies local sales taxes, as defined in Section 32.085 RSMo, at the rate of two percent (2%); and

WHEREAS, the City is authorized under Section 144.757 RSMo, to levy a local use tax at a rate equal to the rate of the local sales taxes in effect in the City; and

WHEREAS, a local use tax requires the same tax rate to be charged on purchases made from businesses located outside Missouri as charged by businesses located in the City, eliminating an inequity between in-state and out-of-state businesses that provides a competitive advantage for out-of-state businesses; and

WHEREAS, a local use tax cannot become effective until approved by the qualified voters of the City at a municipal, county or state general, primary or special election; and

WHEREAS, the Board of Aldermen desires to submit the question of whether the City shall impose a local use tax to the qualified voters of the City at the general municipal election on April 4, 2023.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF PARKVILLE, MISSOURI, as follows:

SECTION 1. Pursuant to the authority granted by, and subject to, the provisions of Sections 144.600 through 144.761 RSMo, a use tax for the purpose of funding infrastructure and capital improvements is imposed for storing, using, or consuming within the City any article of tangible personal property. This tax does not apply with respect to the storage, use, or consumption of any article of tangible personal property purchased, produced, or manufactured outside the state of Missouri until the transportation of the article has finally come to rest within the City or until the article has become commingled with the general mass of property of the City.

SECTION 2. The rate of the tax shall be two percent (2%). If any local sales tax of the City is repealed or the rate thereof is reduced or raised by voter approval, the local use tax rate of the City shall also be deemed to be repealed, reduced, or raised by the same action repealing, reducing, or raising the local sales tax.

SECTION 3. The question of whether to impose a local use tax in the City shall be submitted to the qualified voters of the City for their approval at the General Municipal Election Day to be held in the City on Tuesday, April 4, 2023. The ballot of submission shall contain substantially the following language:

OFFICIAL BALLOT
ELECTION
CITY OF PARKVILLE, MISSOURI
April 4, 2023

PROPOSITION U

Shall the City of Parkville, Missouri impose a local use tax (a sales tax on purchases made from out-of-state sellers by in-state buyers and on certain intrabusiness transactions) at the same rate as the total local sales tax rate, for the purpose of funding infrastructure and capital improvements within the City, provided that if the local sales tax rate is reduced or raised by voter approval, the local use tax rate shall also be reduced or raised by the same action?

YES ☐

NO ☐

INSTRUCTIONS TO VOTERS: If you are in favor of the question, place an X in the box opposite "YES." If you are opposed to the question, place an X in the box opposite "NO."

SECTION 4. The City Clerk is hereby authorized and directed to give notice to the Platte County, Missouri Board of Elections of the calling of the election no later than 5:00 p.m. on January 24, 2023, and to include in said notification all of the applicable terms and provisions required by the Comprehensive Election Act, Chapter 115 RSMo, as amended. The City Clerk is hereby authorized and directed to perform such other tasks as may be necessary and required by law to place this proposal on the ballot at the election to be held on Tuesday, April 4, 2023.

SECTION 5. The form of the Notice of Election for said election, a copy of which is attached hereto and made a part hereof, is hereby approved.

SECTION 6. If the ballots are submitted on Tuesday, April 4, 2023, and if a majority of the votes cast on the proposal by the qualified voters voting thereon are in favor of the proposal, then the local use tax shall become effective on the first day of the calendar quarter which begins at least forty-five (45) days after the Director of Revenue of the State of Missouri receives notice of adoption of the local use tax.

SECTION 7. Within ten (10) days following approval by the qualified voters of the City of the local use tax proposal, the City Clerk shall forward to the Director of Revenue of the State of Missouri, by registered or certified mail, a certified copy of this Ordinance together with certifications of the election returns, accompanied by a map of the City clearly showing the boundaries thereof.

SECTION 8. This Ordinance shall be in full force and effect from and after the date of its passage and approval.

PASSED and APPROVED this 6th day of December 2022.

Mayor Dean Katerndahl

ATTESTED:

City Clerk Melissa McChesney

NOTICE OF ELECTION

CITY OF PARKVILLE, MISSOURI

Notice is hereby given to the qualified voters of the City of Parkville, Missouri, that the Board of Aldermen of the City has called an election to be held in the City on April 4, 2023, commencing at 6:00 a.m. and closing at 7:00 p.m., on the question contained in the following sample ballot:

OFFICIAL BALLOT
ELECTION
CITY OF PARKVILLE, MISSOURI
April 4, 2023

PROPOSITION U

Shall the City of Parkville, Missouri impose a local use tax (a sales tax on purchases made from out-of-state sellers by in-state buyers and on certain intrabusiness transactions) at the same rate as the total local sales tax rate, for the purpose of funding infrastructure and capital improvements within the City, provided that if the local sales tax rate is reduced or raised by voter approval, the local use tax rate shall also be reduced or raised by the same action?

YES ☐

NO ☐

INSTRUCTIONS TO VOTERS: If you are in favor of the question, place an X in the box opposite "YES." If you are opposed to the question, place an X in the box opposite "NO."

The polling place(s) for all qualified voters of the City of Parkville, Missouri will be:

[Insert Polling Place Locations]

Done by order of the Board of Aldermen this ____ day of _____, 2022.

Platte County, Missouri Board of Elections

ITEM 4.E.

For 12/6/2022

Board of Aldermen Meeting

**CITY OF PARKVILLE
Policy Report**

Date: November 22, 2022

Prepared By:

Melissa McChesney, City Clerk

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve the second reading of an ordinance to authorize a ballot question to impose a public safety sales tax (Administration)

BACKGROUND:

The City is authorized under Section 94.900 RSMo to levy a public safety sales tax at the rate of one-half of one percent pending approval by the qualified voters in Parkville at a municipal, county or state general, primary or special election.

The Board of Aldermen desires to submit the question of whether the City shall impose a city-wide Public Safety Sales Tax at the general municipal election on April 4, 2023. If approved, the funds will go toward funding police positions, salaries and benefits and other public safety expenditures, including police equipment, supplies and capital goods, such as police vehicles and related equipment for police operations. These are restricted funds that may be used only for public safety related purposes.

A ballot question has been prepared, that reads:

OFFICIAL BALLOT
ELECTION

CITY OF PARKVILLE, MISSOURI
April 4, 2023

Proposition P

Shall the City of Parkville impose a citywide sales tax of one-half of one percent for the purpose of improving the public safety of the City, including but not limited to, police positions, salaries and benefits, and related expenditures on police facilities and equipment?

YES

NO

INSTRUCTIONS TO VOTERS: If you are in favor of the question, place an X in the box opposite "YES." If you are opposed to the question, place an X in the box opposite "NO."

BUDGET IMPACT:

The cost to publish the election notice in two newspapers, as required by law, for the April 4, 2023, election will be approximately \$700.

ALTERNATIVES:

1. Approve the second reading of an ordinance to add a ballot question to the April 4, 2023, election to impose public safety sales tax.
2. Approve the second reading of the ordinance with changes as desired by the Board of Aldermen.
3. Postpone the item and provide further direction to City Administration.
4. Do not approve 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 that the Board of Aldermen adopt an ordinance to add a ballot question to the April 4, 2023, election to impose a public safety sales tax at 1/2 of 1%.

POLICY:

RSMo Section 94.900 authorizes the City to levy a public safety sales tax at the rate of one-half of one percent.

SUGGESTED MOTION:

I move to approve Bill No. 3214, an ordinance imposing a citywide public safety sales tax of one-half of one percent to be placed on all retail sales made in the City of Parkville; calling an election of the City of Parkville for the purpose of submitting to the qualified voters the question of whether to impose said public safety sales tax; and authorizing the City Clerk to give notice of the election to be held on April 4, 2023; on second reading to become Ordinance No. ____.

ATTACHMENTS:

1. Ordinance

AN ORDINANCE IMPOSING A CITYWIDE PUBLIC SAFETY SALES TAX OF ONE-HALF OF ONE PERCENT TO BE PLACED ON ALL RETAIL SALES MADE IN THE CITY OF PARKVILLE; CALLING AN ELECTION IN THE CITY OF PARKVILLE, MISSOURI, FOR THE PURPOSE OF SUBMITTING TO THE QUALIFIED VOTERS OF SAID CITY THE QUESTION OF WHETHER TO IMPOSE SAID PUBLIC SAFETY SALES TAX; AND AUTHORIZING THE CITY CLERK TO GIVE NOTICE OF THE ELECTION TO BE HELD ON APRIL 4, 2023

WHEREAS, the City of Parkville, Missouri (the "City") is authorized under Section 94.900 RSMo, to levy a public safety sales tax at the rate of one-half of one percent; and

WHEREAS, the public safety sales tax cannot become effective until approved by the qualified voters of the City of Parkville at a municipal, county or state general, primary or special election; and

WHEREAS, the Board of Aldermen desires to submit the question of whether the City shall impose a citywide public safety sales tax to the qualified voters of the City at the general municipal election on April 4, 2023.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF PARKVILLE, MISSOURI, as follows:

SECTION 1. Pursuant to the authority granted by, and subject to, the provisions of Section 94.900 RSMo, a citywide sales tax of one-half of one percent (1/2%) for the purpose of improving the public safety of the City, including, but not limited to expenditures on police equipment, salaries and benefits, and facilities, is hereby imposed.

SECTION 2. The question of whether to impose a citywide sales tax for the purpose of improving the public safety of the City shall be submitted to the qualified voters of the City for their approval at the General Municipal Election Day to be held in the City on Tuesday, April 4, 2023. The ballot of submission shall contain substantially the following language:

OFFICIAL BALLOT
ELECTION
CITY OF PARKVILLE, MISSOURI
April 4, 2023

PROPOSITION P

Shall the City of Parkville impose a citywide sales tax of one-half of one percent for the purpose of improving the public safety of the City, including but not limited to, Police positions, salaries and benefits, and related expenditures on police facilities and equipment?

YES ☐

NO ☐

INSTRUCTIONS TO VOTERS: If you are in favor of the question, place an X in the box opposite "YES." If you are opposed to the question, place an X in the box opposite "NO."

SECTION 3. The City Clerk is hereby authorized and directed to give notice to the Platte County, Missouri Board of Elections of the calling of the election no later than 5:00 p.m. on January 24, 2023, and to include in said notification all of the applicable terms and provisions required by the Comprehensive Election Act, Chapter 115 RSMo, as amended. The City Clerk is hereby authorized and directed to perform such other tasks as may be necessary and required by law to place this proposal on the ballot at the election to be held on Tuesday, April 4, 2023.

SECTION 4. The form of the Notice of Election for said election, a copy of which is attached hereto and made a part hereof, is hereby approved.

SECTION 5. If the ballots are submitted on Tuesday, April 4, 2023, and if a majority of the votes cast on the proposal by the qualified voters voting thereon are in favor of the proposal, then the public safety sales tax shall become effective on the first day of the calendar quarter which begins at least forty-five (45) days after the Director of Revenue of the State of Missouri receives notice of adoption of the public safety sales tax.

SECTION 6. Within ten (10) days following approval by the qualified voters of the City of the public safety sales tax proposal, the City Clerk shall forward to the Director of Revenue of the State of Missouri, by registered or certified mail, a certified copy of this Ordinance together with certifications of the election returns, accompanied by a map of the City clearly showing the boundaries thereof.

SECTION 7. This Ordinance shall be in full force and effect from and after the date of its passage and approval.

PASSED and APPROVED this 6th day of December 2022.

Mayor Dean Katerndahl

ATTESTED:

City Clerk Melissa McChesney

NOTICE OF ELECTION

Ord. No. ____ Page 2 of 3

CITY OF PARKVILLE, MISSOURI

Notice is hereby given to the qualified voters of the City of Parkville, Missouri, that the Board of Aldermen of the City has called an election to be held in the City on April 4, 2023, commencing at 6:00 a.m. and closing at 7:00 p.m., on the question contained in the following sample ballot:

OFFICIAL BALLOT
ELECTION
CITY OF PARKVILLE, MISSOURI
April 4, 2023

PROPOSITION P

Shall the City of Parkville impose a citywide sales tax of one-half of one percent for the purpose of improving the public safety of the City, including, but not limited to, expenditures on police equipment, salaries and benefits, and facilities?

YES ☐

NO ☐

INSTRUCTIONS TO VOTERS: If you are in favor of the question, place an X in the box opposite "YES." If you are opposed to the question, place an X in the box opposite "NO."

The polling place(s) for all qualified voters of the City of Parkville, Missouri will be:

[Insert Polling Place Locations]

Done by order of the Board of Aldermen this ____ day of _____, 2022.

Platte County, Missouri Board of Elections

CITY OF PARKVILLE Policy Report

Date: November 22, 2022

Prepared By:

Alysen Abel, Public Works Director

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve the second reading of an ordinance to repeal and replace Parkville Municipal Code Chapter 515 regarding right-of-way management (Public Works)

BACKGROUND:

The City owns the right-of-way used primarily for the public streets, sidewalks and surrounding areas. The public has the right to access and use this space for those purposes. Right-of-way permits are issued to entities to be authorized to work, excavate or locate facilities within the public right-of-way. Parkville Municipal Code Chapter 515 *Cuts, Tunnels, and Excavations* outlines the current process and procedures associated with the allowable uses of the public right-of-way and the permit requirements.

State laws have changed over the past few years limiting the City's ability to restrict utility companies from installing their facilities within the public right-of-way. In order to adhere to the current state restrictions, City staff has worked directly with legal counsel to revise the Municipal Code regarding right-of-way management. The proposed text amendment will repeal and replace the entire chapter.

Below is an outline of the revised ordinance:

- **Division 1 (Generally)** includes a list of terms and definitions associated with the right-of-way management ordinance. This section defines the City's authority associated with the installation or alteration of facilities located within the public right-of-way. The right-of-way user must submit a request for a franchise or license agreement with the City prior to submitting any permits.
- **Division 2 (Administration and Authority)** designates the City Engineer as the person responsible for administering the procedures associated with the right-of-way management ordinance. The Board of Aldermen is responsible in the event of an appeal.
- **Division 3 (Registration)** outlines the registration process for the right-of-way users. Following approval of the franchise or license agreement, the right-of-way users must list contractors and subcontractors that are authorized to pull permits on their behalf. This section outlines the registration form, the process for changes to the registration once it has been completed and limitations on the transfer of the registration.
- **Division 4 (Permits)** outlines the permit requirements from the information included on the application to the fees and paperwork required at the time of application. This section further describes the standards associated with installation of the facilities. Once the permit is issued, any changes to the proposed installation area or timeframe must be communicated to the City.

- **Division 5 (Right-of-Way Use and Facility Locations)** outlines the locations of the facilities in the right-of-way. This section provides direction to the City Engineer to designate utility corridors and the ability to install conduit in the right-of-way. As an additional safeguard, the City can require additional coordination during the planning and construction phases. This section also states that the right-of-way user must relocate if their facility is in conflict with public improvements and includes requirements associated with unused and abandoned facilities, as well as processes for vacating right-of-way when existing facilities are present.
- **Division 6 (Traffic Control and Street Closures)** outlines the responsibility of the permit holder to provide proper temporary traffic control during construction. This section requires a specified period of time for notification when traffic is impacted. Traffic control plans must be submitted with the permit application.
- **Division 7 (Excavation Procedures)** outlines the procedure for locating existing facilities within the construction limits. This section includes the responsibilities and liabilities of the right-of-way user during and after construction. There is a standard of work for traffic control, excavation and work completed. Once construction is completed, the paved and unpaved areas must be restored according to the standards set forth in this section.
- **Division 8 (Mapping)** is reserved for future use.
- **Division 9 (Appeals and Waivers)** outlines the process for the right-of-way user if there are any issues related to the denial or revocation of their permit, or if the fees imposed do not comply within the ordinance.
- **Division 10 (Insurance, Bonding and Liability)** outlines the insurance and bonding requirements associated with the permit, in accordance with city and state requirements. It also outlines the requirements for performance and maintenance bonds.
- **Division 11 (Violations and Penalties)** provides the enforcement if the right-of-way user is not adhering to the right-of-way management ordinance. This section outlines the procedure for the City to take corrective actions related to violations and access penalties.
- **Division 12 (Other Rights and Laws)** discusses the other federal, state and local laws associated with the right-of-way management ordinance.

BUDGET IMPACT:

There is no direct budget impact associated with the approval of this ordinance, except the cost of updating the Municipal Code. The fee schedule will be updated with a separate board action following adoption of the ordinance, which will outline the required fees associated with right-of-way permits and inspections.

ALTERNATIVES:

1. Approve the revisions to the right-of-way management ordinance.
2. Provide direction to staff related to the right-of-way ordinance.
3. Do not approve the revisions.
4. Postpone this 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 the approval of the revisions to the right-of-way management ordinance.

POLICY:

The Board of Aldermen must approve all changes to the City's Municipal Code by ordinance.

SUGGESTED MOTION:

I move to approve Bill No. 3215, an ordinance repealing the existing Parkville Municipal Code Chapter 515 and adopting a new Chapter 515 titled Right-of-Way Management, on second reading to become Ordinance No. ____.

ATTACHMENTS:

1. Ordinance

AN ORDINANCE REPEALING EXISTING CHAPTER 515 OF THE PARKVILLE MUNICIPAL CODE ENTITLED CUTS, TUNNELS, AND EXCAVATIONS AND ADOPTING A NEW CHAPTER 515 ENTITLED RIGHT-OF-WAY MANAGEMENT

WHEREAS, the City desires to update its regulations regarding the management of its rights-of-way.

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

SECTION 1: That Chapter 515 of the Code of Ordinances of the City of Parkville, Missouri, entitled *Cuts, Tunnels, and Excavations*, is hereby repealed in its entirety and a new Chapter 515, entitled *Right-of-Way Management* is hereby adopted and shall hereafter read as follows:

CHAPTER 515 - RIGHT-OF-WAY MANAGEMENT

DIVISION 1. – GENERALLY

Section 515.010 Definitions.

The following words, terms, and phrases, when used in this Chapter, shall have the meanings given to them in this section, except where context clearly indicates a different meaning:

ABANDONED EQUIPMENT OR FACILITIES

Any equipment, materials, apparatuses, devices or facilities that are:

- A. Declared abandoned by the owner of such equipment or facilities;
- B. No longer in active use, physically disconnected from a portion of the operating facility or any other facility that is in use or in service, and the owner or last owner of record maintained by the City fails to respond within thirty (30) days of written notice that said facility or equipment is still in use;
- C. No longer capable of being used for the same or similar purpose for which the equipment, apparatuses or facilities were installed;
- D. Or as otherwise may be defined by applicable law.

ABUTTING OR ADJOINING PROPERTY AND LAND OWNER

Person owning or legally occupying any land abutting a public right-of-way.

Aggrieved means any person directly impacted by an action or decision of the City such that the person would have standing in a court of law to challenge the action.

ANTENNA

Any device that transmits and/or receives electromagnetic wireless radio waves or signals for voice, data or video communications purposes including, but not limited to, television, text, AM/FM radio, microwave, cellular telephone, communications service, or otherwise.

APPLICANT

Any person requesting permission to occupy or operate facilities using the right-of-way, or to work, excavate, or locate facilities in the right-of-way.

ATTACHMENT AGREEMENT

Written document showing the consent of the owner of the land, facility, structure or equipment housing device for the applicant seeking to use the right-of-way under this Chapter including the terms and conditions which shall include rent, term and notice requirements.

BOARD OF ALDERMEN

The Board of Aldermen of the City of Parkville, Missouri.

CITY

The City of Parkville, Missouri, a municipal corporation and any duly authorized representative.

CITY ENGINEER

The City Engineer of Parkville, Missouri, or an authorized representative.

CODE

The Code of Ordinances of the City of Parkville, Missouri.

Commission means the Missouri Public Service Commission.

COMMUNICATIONS SERVICE

Transmission via facilities, in whole or in part, of any writings, signs, signals, pictures, sounds, or other forms of intelligence through wire, wireless, or other means, including, but not limited to, any telecommunications service, enhanced service, information service, or internet service, as such terms are now, or may in the future, be defined under applicable law, and including all instrumentalities, facilities, apparatus (communications facilities), and services (among other things, the receipt, forwarding, and deliver of telecommunications) incidental to such transmission or designed to directly or indirectly facilitate or accept such transmission and shall also include "video services" as defined in RSMo. 67.2677. The term "communications service" does not include the rental of conduit or physical facilities.

CONSTRUCT

Includes construct, install, erect, build, affix or otherwise place any fixed structure or object, in, on, under, through or above the right-of-way.

DAY

Calendar day unless otherwise specified.

DESIGN AND CONSTRUCTION MANUAL

Design and construction standards adopted by the City in Section 404.040 of the Code, as may be amended from time to time.

DESIGN STANDARDS

Reasonable standards as approved by the Director of Public Works and on file in the Office of the City Engineer for any installations within the right-of-way which may, but are not required, to include all or any portion of the following or similar codes, standards or guidelines: Building codes and uniform development ordinances, outside plant (OSP),

utility and contractor industry standards, any federal, state or local government agency guidelines and standards such as MoDOT, or MARC, the Federal Energy Regulatory Commission (FERC) and the National Telecommunications and Information Administration (NTIA of USDC), any standards or guidelines developed by the Missouri Association of Municipal Utilities or other State counterparts, the American Public Works Association, the American Public Power Association or their International counterparts, private utility associations such as CTIA (wireless industry). These design standards shall be in addition to the Design and Construction Manual of the City and shall include all the requirements of the Design and Construction Manual.

DIRECTOR OF PUBLIC WORKS (DPW)

Director of Public Works, and chief management officer for maintenance, operations, and safety within the public ROW.

EMERGENCY

Includes, but is not limited to, the following:

- A. An unexpected or unplanned outage, cut, rupture, leak or any other failure of a ROW-user facility that prevents or significantly jeopardizes the ability of a ROW-user to provide service to customers;
- B. An unexpected or unplanned outage, cut, rupture, leak or any other failure of a ROW-user facility that results or could result in danger to the public or a material delay or hindrance to the provision of service to the public if the outage, cut, rupture, leak or any other such failure of ROW-user facilities is not immediately repaired, controlled, stabilized or rectified; or
- C. Any occurrence involving a ROW-user facility that a reasonable person could conclude under the circumstances that immediate and undelayed action by the ROW-user is necessary and warranted.

EXCAVATE, EXCAVATING OR EXCAVATION

Any act by which earth, asphalt, concrete, sand, gravel, rock or any other material in or on the ground is cut into, dug, uncovered, removed, tunneled into, bored into, graded, or otherwise displaced, by means of any tools, equipment or explosives, except that the following shall not be deemed excavation:

- A. Any de minimis displacement or movement of ground caused by pedestrian or vehicular traffic;
- B. The replacement of utility poles and related equipment at the existing general location that does not involve either a street or sidewalk cut; or
- C. Any other activity which does not disturb or displace surface conditions of the earth, asphalt, concrete, sand, gravel, rock or any other material in or on the ground.

FCC

Federal Communications Commission.

FACILITY OR FACILITIES

Lines, pipes, irrigation systems, wires, cables, conduit facilities, poles, towers, vaults, pedestals, boxes, appliances, antennas, transmitters of any kind, gates, meters, appurtenances, duct, culvert, tube, satellite dish, micro cell, pico cell, repeater, amplifier, other device capable of assisting in the transmission or distribution of a service or commodity, or other equipment used for or related to providing service whether used privately or made available to the public.

FACILITY BASED SERVICE PROVIDER

A service provider owning or possessing facilities in the right-of-way.

FRANCHISE AGREEMENT

A negotiated and formal contract setting out the rights and responsibilities of the ROW user which is for a set amount of time and includes a franchise fee payable to the City and approved by the Board of Aldermen of Parkville.

GOVERNMENTAL ENTITY

Any county, township, city, town, village, school district, library district, road district, drainage or levee district, sewer district, water district, fire district or other municipal corporation, quasi-municipal corporation or political subdivision of the State of Missouri or of any other state of the United States and any agency or instrumentality of the State of Missouri or of any other state of the United States or of the United States.

LICENSE

The rights and obligations extended by City to a ROW-user to own, construct, maintain and operate its structures, equipment, landscaping, furnishings, and facilities within the ROW granted to a ROW-user by the City upon application for and the granting of a ROW permit, conditional use waiver and/or license, as may be applicable.

Missouri One Call means the procedural requirements for excavation and utility safety established by RSMo 319.010 et seq.

PARKWAY

The area between a property line and the street curb or the edge of pavement, sometimes called boulevards, tree-shelves or snow-shelves.

PAVEMENT

Includes Portland cement concrete pavement, asphalt concrete pavement, asphalt treated road surfaces and any aggregate base material.

PERSON

Any natural or corporate person, business association or business entity including, but not limited to, a corporation, a partnership, a sole proprietorship, a political subdivision, a public or private agency of any kind, a utility, a successor or assign of any of the foregoing, or any other legal entity.

PUBLIC IMPROVEMENT

Any project undertaken by the City, or its agents, contractors, or subcontractors, for the construction, reconstruction, maintenance, or repair of any public infrastructure, and including without limitation, streets, alleys, curbs, bridges, bikeways, parkways, sidewalks, sewers, drainage facilities, traffic control devices, street lights, public facilities, public buildings or public lands; provided that projects undertaken by the City for the construction, reconstruction, maintenance, or repair of any public infrastructure funded by,

or substantially by, user fees imposed upon those using the public infrastructure shall not be deemed "public improvements" and shall not be exempt from the permit requirements of this Chapter.

PUBLIC LANDS

Any real property of the City that is not right-of-way.

RESELLER SERVICE PROVIDER

A right-of-way (ROW) user providing service within the city that does not have its own facilities in the right-of-way, but instead uses the right-of-way by interconnecting with or using the network elements of another ROW-user utilizing the right-of-way, and/or by leasing excess capacity from a facility based service provider.

RESTORATION

The process by which an excavated right-of-way and surrounding area, including pavement, foundation, and green space is returned to the same condition that existed before the commencement of the excavation or work.

RIGHT-OF-WAY OR ROW

Generally public property vested in the City in trust for the citizens, in fee or easement, to which the public has a right to access and use for the purpose intended by the dedication, including but not limited to, the area on, below or above a public sidewalk, roadway, highway, street or alleyway in which the City has an ownership interest or right of management, but not including:

- A. The airwaves above a public right-of-way with regard to cellular or other non-wire telecommunications or broadcast service;
- B. Easements obtained by utilities or private easements in platted subdivisions or tracts;
- C. Railroad rights-of-way and ground utilized or acquired for railroad facilities unless the land or interest therein has been dedicated to public use; or
- D. Poles, pipes, cables, conduits, wires, optical cables, or other means of transmission, collection or exchange of communications, information, substances, data, or electronic or electrical current or impulses utilized by a utility owned or operated by a governmental entity pursuant to RSMo Ch. 91.

RIGHT-OF-WAY PERMIT

The authorization to work, excavate, or locate facilities in the right-of-way.

ROUTINE SERVICE OPERATION

Excavation or work that makes no material change to the facilities and does not disrupt traffic.

RIGHT-OF-WAY-USER OR ROW-USER

A person, its successors and assigns, that uses the right-of-way for purposes of work, excavation, provision of services, or to install, construct, maintain, repair facilities, equipment, furnishings, signs, or structures thereon, above, or adjacent to for use by another identified entity or person, for which a right-of-way permit and/or a temporary traffic control permit is required, including but not limited to landowners and service

providers. A ROW-user shall not include ordinary vehicular or pedestrian traffic. Individuals or entities entering into a license agreement or conditional use waiver are considered ROW users.

SECURITY

A financial guarantee sufficient as determined by the City Engineer or designee of the Director of Public Works and in a form approved by the City Attorney to guarantee that the right-of-way or other public property will be returned to a condition which is the same or better than at the time any excavation, construction, modification, alteration, repair or use takes places or commences.

SERVICE

A commodity provided to a person by means of a delivery system that is comprised of facilities located or to be located in the right-of-way, including, but not limited to, gas, telephone, cable television, internet services, open video systems, fiber optic, data communication service, alarm systems, steam, electric, water, telegraph, data transmission, petroleum pipelines, or sanitary sewerage.

SERVICE PROVIDER

Any person that is a provider of a service for or without a fee that has the requisite certifications and authorizations from applicable governmental entities, including the FCC, to provide such service, including, but not limited to, every cable television service provider, fiber optic/internet service provider, pipeline corporation, gas corporation, electrical corporation, rural electric cooperative, telecommunications company, water corporation, heating or refrigerating corporation or sewer corporation under the jurisdiction of the public service commission; every municipally owned or operated utility pursuant to RSMo Ch. 91, or pursuant to a charter form of government or cooperatively owned or operated utility pursuant to RSMo Ch. 394; every street light maintenance district; every privately owned utility; and every other entity, regardless of its form of organization or governance, whether for profit or not, which in providing a public utility type of service for members of the general public, utilizes pipes, cables, conduits, wires, optical cables, poles, or other means of transmission, collection or exchange of communications, information, substances, data, or electronic or electrical current or impulses, in the collection, exchange or dissemination of its product or services through the public rights-of-way. Service provider includes both facility based service providers and reseller service providers.

STREET

The pavement and sub-grade of a City access, local, collector or arterial roadway.

TEMPORARY OBSTRUCTIONS

Obstructions which impede the use of the right-of-way by others in any fashion but which are designed to remain less than sixty (60) days.

TEMPORARY TRAFFIC CONTROL

The temporary management of motorized and non-motorized traffic through the use of official traffic control devices, including but not limited to signs, markings, fence, barricades, lights, delineators, and channelizers, as necessary when the construction, repair, removal, excavation, work, events, or other activity, whether within or adjacent to the public right-of-way, impacts normal traffic conditions.

TEMPORARY TRAFFIC CONTROL PERMIT

The written authorization for a ROW-user to act in a manner that narrows, closes, re-directs, or otherwise impacts the normal flow of vehicular traffic or pedestrian traffic on any public street or sidewalk.

TOPSOIL

Types O and A soil as indicated in the USGS Soil Horizon Chart shall be placed in the top six (6) inches of all excavation outside of paved areas, including areas that will receive sod. Types O and A soil is dark nutrient rich topsoil, free of rocks, clods, and debris that is capable of establishing and sustaining grass.

UNLAWFUL

Any act or omission in violation of any applicable law or action that are not authorized by any applicable law including this Chapter.

WORK OR WORKING

The construction, installation, repair or maintenance of any type of facility within the right-of-way, or alteration of the right-of-way in any fashion that is not performed by the City or one of its contractors unless an exemption as provided in this Chapter applies to the routine maintenance of the facility or alteration.

Section 515.020 Purpose and declaration of policy.

This Chapter is enacted to define the authority of the City and its officers and employees with regard to use, control and management of the right-of-way. The right-of-way is a finite valuable public resource that has required and will continue to require substantial investment by the City and whose use by third parties or the City is not unfettered with other restrictions imposed by law. In particular, this Chapter is enacted to:

- A. Manage the right-of-way (ROW) to allow efficient location of facilities and maximize services to the citizens of the city and maintain a uniform design standard on the ROW.
- B. Allow for the maximum utilization of the City's right-of-way to meet the increasing demands due to technological innovations.
- C. Maintain a competitively-neutral and non-discriminatory policy to ROW-users and allow the citizens of the city to receive the benefits of market competition.
- D. Facilitate orderly construction and maintenance of facilities in the right-of-way, reduce damage to the facilities of ROW-users, and minimize disruption of service to the citizens of the city.
- E. Encourage responsible construction and maintenance practices in the City right-of-way.
- F. Ensure proper restoration of the City right-of-way following construction and maintenance of right-of-way facilities.
- G. Minimize the physical disruption of the right-of-way and maintain the aesthetic quality throughout the city.

- H. Minimize any impact to vehicular or pedestrian traffic within the right-of-way.
- I. Maintain the property rights of abutting and adjoining land and property owners as recognized in *Barfield v. Sho-Me Power Electric Coop*, 852 F.3d 795 (8th Cir. 2017), and avoid any enlargement of right-of-way user rights in right-of-way easement areas over those that were granted or obtained at the time of acquisition as interpreted by the City Engineer or Director of Public Works or a competent court of jurisdiction in a final decision.
- J. Minimize physical disruption of the rights-of-way for other users, the City, and travelers while maintaining aesthetic quality throughout the City while also recognizing the rights of abutting or adjoining land and property owners including but not limited to landscaping, uninterrupted use of and undamaged private sewer laterals and waterlines, irrigation systems and storm pipes.
- K. Acknowledge the limit on the use of easements or right-of-way to the purpose for which they were obtained as required by case law, RSMo 523.283, and to the extent permitted by law, prohibit or not affirmatively permit different or new burdens not identified or compensated for at the time of acquisition.
- L. To the extent permitted or required by law, protect land dedicated or obtained for a particular purpose or with specific restrictions of use from encroachments that are unwanted or unauthorized within the easement or right-of-way or rights of the City as an owner from utility uses purportedly mandated by regulations, administrative decisions or legislation that are invalid or which have yet to be determined to be lawful by a Court of final jurisdiction but are in dispute.
- M. Protect the authority of the City in a manner consistent with federal and state law including, but not limited to, statutory grants of authority and Article VI, Section 19 of the Missouri Constitution as amended 1971, and as required by Article III, Section 38(a)(prohibition on gifts or grants of property to private entities), as well as Article VI, Sections 23 and 25 (no grant or aid to corporations of public property), Article X, Section 16 and 21 of the Missouri Constitution and as recognized by various State and federal courts.
- N. Protect the health, safety and welfare of the citizens of the City by ensuring all installations and users to the greatest extent possible are constructed and maintained in accordance with quality engineering, industry and government standards.
- O. Ensure that attachment agreements are used to establish consent of entities or persons using the facilities, structures or equipment housing of others for such entity or person's use of the right-of-way.
- P. Maintain the City and the public's right to charge compensation for the privilege to use the public and City's property for private for-profit activities in the future.
- Q. Avoid speculative construction and excavation use, or continued occupation after use ceases, for a structure, facility or equipment, of the limited, finite right-of-way asset of the City.

- R. Provide for a license for those who are granted a ROW permit under this Chapter and chapter setting out rights and responsibilities when there is no separate valid and enforceable franchise granted by the City for use of the ROW.
- S. Ensure that use of the ROW does not impede or violate the City's zoning ordinances.

Section 515.030 Applicability, preemption, enforcement and eminent domain.

- A. *Applicability.* Except as provided for herein, and where limited by applicable law, this Chapter shall apply to all excavations and all use, construction, operation, and maintenance of facilities or structures in the rights-of-way of the City. No person shall commence or continue with the operation of any facilities or structures in the rights-of-way except as provided and in compliance with this chapter. Because numerous types of users and uses of the rights-of-way may be subject to various or changing regulatory schemes under federal or state law, any such limitation or qualification that may be applicable to less than all users and uses of the rights-of-way are not duplicated herein, but are nevertheless incorporated herein, whenever application is so required by law, including but not limited to applicable provisions of RSMo. Ch. 67 and other applicable state and federal law.
- B. *Preemption.* No provision of this Chapter shall apply to any circumstance in which such application shall be unlawful under valid superseding federal or state law and furthermore, if any section, subsection, sentence, clause, phrase, or portion of this chapter is now or in the future superseded or preempted by state or federal law or found by a court of competent jurisdiction to be unauthorized, such provision shall be automatically interpreted and applied as required by valid law.
- C. *Enforcement.* The City may enforce any provision of this Chapter by any lawful means available to it including but not limited to a municipal court citation or circuit court action and shall not be limited in any fashion as well as utilizing any bond or security provided to the City to ensure compliance with this Chapter. Should the City need to file an enforcement action before any court or administrative body, then the ROW-User or entity whose actions, inactions, or omissions caused the City to enforce this Chapter or chapter shall pay to the City its full costs including attorneys' fees for such enforcement action.
- D. *Eminent domain.* Nothing herein shall be deemed or construed to impair or affect, in any way or to any extent, any right the City may have to acquire the property of the ROW-user through the exercise of the power of eminent domain, and nothing herein contained shall be construed to contract away or to modify or abridge, either for a term or in perpetuity, any power of eminent domain the City may have with respect to any facility, system or property, or to alter in any way the interest the City may have in any ROW, easements or other property over which a structure(s), facilities or equipment may be placed.

Section 515.040 Acceptance of license upon acknowledgment or submitting an application and acceptance of a ROW permit.

Acceptance of the terms and conditions of this Chapter may be acknowledged by the filing of a certificate of acceptance on a form approved by the City Attorney's Office and filing

same with the City Clerk or applying for, and being granted, a permit to construct, install, repair, replace maintain or otherwise work in the City's ROW for the purpose of constructing, installing, repairing, replacing, or maintaining any structure, equipment or facility for any service as defined herein regardless of the technology used. Upon such acceptance, the ROW-user shall be bound to the terms and conditions set out herein and as amended from time to time provided no substantive or material rights are altered or restricted by such amendments. The granting and acceptance of a franchise or license notwithstanding, any and all ROW-users are subject to the City's Codes including but not limited to this Chapter and its zoning ordinances, state and federal law, and holding of a franchise or license shall not excuse such compliance.

DIVISION 2. - ADMINISTRATION AND AUTHORITY

Section 515.050 City Engineer.

The City Engineer is the principal city official responsible for administration of the right-of-way registration, licensing and permitting processes. The City Engineer may delegate any and all duties under this Chapter consistent with the Code.

Section 515.060 Board of Aldermen.

The Board of Aldermen may hear appeals as provided under this Chapter.

DIVISION 3. – REGISTRATION

Section 515.070 Row-user registration.

- A. All existing ROW-users must register within thirty (30) days of the effective date of this Chapter.
- B. Any person who is not a ROW-user prior to the effective date of this Chapter and who wishes to become a ROW-user must first register with the City before commencing any use of the right-of-way.
- C. No ROW-user shall be authorized to use the right-of-way in any capacity or manner without registering with the city and obtaining any necessary license, right-of-way permit or temporary traffic control permit from the City Engineer.
- D. The ROW-user shall be responsible for all costs incurred by the City due to the failure to provide any information to the City required for registration including all costs of enforcement to obtain such information which includes, but is not limited to, attorneys' fees.
- E. No ROW-user may attach to a City owned facility, structure or use equipment housing facilities without an attachment agreement approved by Board of Aldermen. An attachment agreement approved by Board of Aldermen may be used for all attachments within the City on City owned property provided the terms and conditions apply to all locations individually including any charge for use of the property to which the ROW-user is attaching.

- F. Any ROW-user who has failed to register prior to the passage of this section and who continues to fail to register in accordance with subsection A. of this section after passage shall be deemed in noncompliance of this Chapter and may be subjected to a requirement for posting higher security in the form of bonds or insurance as well as any other remedy available to City including ouster.
- G. The City reserves the right to grant at any time such additional agreements, permits or other rights to use the right-of-way for any purpose and to any other person including itself, as it deems appropriate, subject to all valid and applicable laws. The granting of a permit shall in no manner create a property interest in any ROW or public lands. All agreements to use the ROW shall be deemed to incorporate the terms and conditions of this Chapter.
- H. Unless otherwise provided, use or installation of any utility facilities or other structure in or over non-right-of-way public property or public lands shall be permitted without a lease agreement or separate written agreement that is negotiated and approved by the Board of Aldermen and on such reasonable terms, including compensation, as the City may require.

Section 515.080 Registration changes.

A ROW-user shall report any changes in its registration within sixty (60) days of the change or upon application for a right-of-way permit or temporary traffic control permit, whichever occurs first. Failure to report any change shall be a violation of this Chapter.

Section 515.090 Registration form.

The valid registration shall be on the form provided by the City and at a minimum shall include the following:

- A. Identity and legal status of the ROW-user.
- B. Name, address, telephone number, fax number and email address of each officer, agent, or employee responsible for the accuracy of the registration statement. Each officer, agent or employee shall be familiar with the local facilities of the ROW-user, shall be the person(s) to whom notices shall be sent, and shall be responsible for facilitating all necessary communications.
- C. Name, address, telephone number, fax number and email address of the local representative of the ROW-user who shall be available at all times to act on behalf of the ROW-user in the event of an emergency.
- D. Proof of any necessary permit, license, business license, certification, grant, registration, franchise agreement or any other authorization required by any appropriate governmental entity, including, but not limited to, the FCC or the Commission.
- E. Description of the ROW-user's intended or proposed use of the right-of-way.
- F. Information which identifies reseller service providers as provided hereinafter.

- G. A list of authorized agents, contractors or subcontractors eligible to obtain permits on behalf of the ROW-user. A registration may be updated to add such person at the time of permit application if the updated registration is submitted by an authorized representative of the ROW-user.
- H. Information sufficient to determine the amount of net assets of the ROW-user.
- I. Proposed means of security to be provided to the City which is consistent with, or functionally equivalent to, the same type of security provided by law or by similar development owners within the State of Missouri and the City of Parkville which may include a bond, cash deposit or a deed granting the City rights to property on which the City may execute for payment of any costs to abate any nuisance or pay for costs to remove infrastructure or restore the right-of-way to the same pre-use condition.
- J. Proof of permission to use any structure in the right-of-way not owned by the applicant including an attachment agreement setting out the terms and conditions of use.
- K. Documentation to the satisfaction of the City Engineer that applicable Design Standards for the right-of-way installation use and maintenance of all structures, facilities and equipment will be met or for those users not the applicant, shall not be interfered with. If City owned structures are to be replaced that the City's preferred vendor, specifications and Design Standards are being met and no City use, current or planned, will be interfered with.
- L. Proof through engineering studies or similar professionally prepared and sealed document indicating that whatever structure or facility a ROW-user intends to use is sufficient structurally and will support what is to be attached under whatever circumstances identified by the City Engineer related to structural integrity such as wind and ice loading.
- M. Proof to the satisfaction of the City Engineer that the ROW-user (or its tenant) is authorized to provide the service the excavation, structure, facility or equipment or has a tenant that is authorized to do so.
- N. Proof to the satisfaction of the City Engineer and Community Development Director that use of the ROW is consistent and in compliance with the zoning regulations applicable to the ROW and the abutting property.
- O. Information sufficient to the satisfaction of the City Attorney to determine if the ROW-user is subject under applicable law to franchising, service regulation, payment of compensation for the use of the ROW, taxation or other requirements of the City.

Section 515.100 Transferability.

Except as provided in this Chapter, or as otherwise required by law, no registration may be transferred without the written consent of the City. Any person not named on a valid registration, including any affiliates or successors in interest to a registered ROW-user, must register in accordance with this Chapter or receive written authorization to transfer the registration. Written authorization to transfer a registration shall be granted according to the same standards for a registration. The City shall not unreasonably withhold its

consent to transfer as provided herein. In the event the City shall grant consent to a transfer, the transferee shall be subject to the terms and conditions of this Chapter.

DIVISION 4. – PERMITS

Section 515.110 Permits required.

- A. Except as otherwise provided herein, no person, service provider, or row-user shall perform excavation or work, as those terms are defined in Section 515.010 hereof, in the right-of-way without a right-of-way permit.
- B. No adjoining property owner shall construct, maintain, or permit in or on the portion of the public right-of-way to which such land is adjacent, any fixed structure, material or object without having obtained the appropriate right-of-way permit and license if required by the City's encroachment policy.
- C. The application for a right-of-way permit shall be submitted to the City Engineer either by the registered ROW-user or an authorized agent of the ROW-user who will do the work and/or excavation in the right-of-way. If the ROW-user is performing work under a building permit issued by the City it may be used to satisfy this requirement provided the permit holder has agreed to be subject to this Chapter of the City Code for all work regardless of its nature in the right-of-way, all insurance and bonds as required hereunder are in force and approved and the ROW-user is identified as a subcontractor or contractor acting under such building permit and has a City business license.
- D. If the City Engineer determines that the applicant has satisfied the requirements of this Chapter, the encroachment policy, the City Code, and all applicable laws and regulations, the City Engineer shall issue a right-of-way permit. A right-of-way permit issued as a part of a building permit with all conditions of Subsection C of this Section met, such right-of-way permit shall be considered as being issued by the City Engineer provided the applicant has submitted himself/herself/itself to the conditions and requirements of this Chapter and there exists no reason that the City Engineer would not grant a separate right-of-way permit to such person or entity.
- E. Any person who is found to be working or excavating in the public right-of-way without a right-of-way permit will be directed to stop the excavation or work until a right-of-way permit is acquired and available at the excavation or work site and shall be subject to further enforcement action in accordance with this Chapter.
- F. Except as otherwise provided herein, no person, service provider, or ROW-user shall narrow, close, alter, affect, or otherwise impact the normal flow of vehicular traffic or pedestrian traffic in the right-of-way without a temporary traffic control permit.
- G. The application for a temporary traffic control permit shall be submitted to the City Engineer either by the registered ROW-user or an authorized agent of the ROW-user who will do the temporary traffic control.
- H. If the City Engineer determines that the applicant has satisfied the requirements of this Chapter, the encroachment policy, this Code, and all applicable laws and regulations, the City Engineer shall issue a temporary traffic control permit.

- I. Any person who is found narrowing, closing, altering, affecting or otherwise impacting the normal flow of vehicular traffic or pedestrian traffic in the right-of-way without a temporary traffic control permit will be directed to stop the cause for temporary traffic control, remove all temporary traffic control devices, restore normal traffic conditions and leave the site until a temporary traffic control permit is acquired and available at the site.
- J. No person shall place a temporary obstruction in the right-of-way except with the written consent of the City Engineer and such consent shall be subject to such terms and conditions as the City Engineer shall in his/her discretion determine necessary.
- K. Conditional use waivers and/or license agreements shall be obtained as required by the City's encroachment policy before a permit is issued. Conditional use waivers or license agreements, along with the attachments deemed necessary by the City Engineer, shall be submitted to the Public Works Department on the form provided by the City. The ROW user shall comply with all terms and conditions of the license agreement and procure the required insurance as directed by the City Attorney. Upon receipt of a completed application, the City Engineer will have ten (10) business days to: (a) return with comments, (b) deny, or (c) approve the conditional use waiver or license agreement. Following approval of an appropriate agreement, a ROW permit must be acquired, as applicable, before constructing, installing or maintaining authorized improvements within the licensed premises.

Section 515.120 Permit form.

- A. The right-of-way permit application shall be on the form provided by the City Engineer and at a minimum shall include the following:
 - 1. Compliance with all of the necessary registration requirements of this Chapter, including:
 - a. If the applicant is a person other than the registered ROW-user, proof that the applicant is an agent of the registered ROW-user, authorized to do the excavation or work in the permit request; or
 - b. If the applicant is not performing excavation or work related to facilities in the right-of-way, proof that they are the adjoining property owner or an agent of the adjoining property owner, authorized to do the excavation or work in the permit request.
 - 2. Attachments, including engineering drawings, construction plans, profiles, specifications, and as-builts, in the form maintained by the ROW-user, showing the location and area of the proposed project, that the structures or facilities planned to be used meet generally accepted engineering standards for support and soundness for the use intended including wind and ice loading, the location of all existing and proposed facilities at such location and certification that the proposed project complies with the Design Standards on file in the Office of the City Engineer; which documents shall be confidential and not disclosed to third parties to the extent permitted by law;

3. A temporary traffic control permit, if applicable;
 4. An excavation or work plan including a schedule indicating the extent and duration of such plan, including a proposed start and end date;
 5. All applicable right-of-way permit fees as provided in this Chapter;
 6. Payment of all money due to the City for right-of-way permit fees, for prior excavation or work costs, for any loss, damage or expense suffered by the City because of the applicant's prior excavation or work in the right-of-way or for any emergency actions taken by the City, unless the payment of such money is in dispute and timely appealed as provided hereafter;
 7. Performance and maintenance bonds as provided in this Chapter; and
 8. Attachments, studies or other documents that establish to the City Engineer's satisfaction that use of the right-of-way will not interfere in any manner with the City's use of communication devices or with other users of the right-of-way for communication services.
 9. Documentation that the applicant (or its proposed tenant) is authorized, and obtained all necessary government approvals, to provide service using the structure or excavation being proposed.
- B. The temporary traffic control permit application shall be on the form provided by the City Engineer and at a minimum shall include the following:
1. Compliance with all of the necessary registration requirements of this Chapter, including, if the applicant is a person other than the registered ROW-user, proof that the applicant is an agent of the registered ROW-user authorized to do temporary traffic control;
 2. Attachments, including engineering drawings, construction plans, traffic control plans, and specifications, in a form acceptable to the City, showing the location and area of the proposed project and the location of all existing and proposed traffic control at such location;
 3. A right-of-way permit, if applicable;
 4. A schedule indicating the extent and duration of such plan, including a proposed start and end date;
 5. All applicable temporary traffic control permit fees as provided in this Chapter;
 6. Payment of all money due to the City for temporary traffic control permit fees, for prior temporary traffic control costs, for any loss, damage or expense suffered by the City because of the applicant's prior temporary traffic control in the right-of-way or for any emergency actions taken by the City, unless the payment of such money is in dispute and timely appealed as provided hereafter.

- C. The right-of-way permits issued under this Chapter shall only be good for the area specified in the application and the permit itself. No work may take place outside the permit boundaries without a separate right-of-way permit.

Section 515.130 Permit fees.

- A. The right-of-way permit fee and temporary traffic control permit fee shall be recommended by the City Engineer, approved by the Board of Aldermen and listed in the Schedule of Fees and Charges maintained in the City Clerk's office.
- B. Right-of-way permit fees and temporary traffic control permit fees shall be:
1. Based on the actual, substantiated costs reasonably incurred by the City in managing the right-of-way;
 2. Based on an allocation among all users of the right-of-way, including the City, which shall reflect the proportionate costs imposed on the City by each of the various types of uses of the right-of-way;
 3. Imposed on a competitively neutral and nondiscriminatory basis;
 4. Imposed in a manner so that aboveground uses of the right-of-way do not bear costs incurred by the City to regulate underground uses of the right-of-way; and
 5. Shall not be offset or construed to replace any business license or other tax the ROW-user is subject to under applicable ordinance, Code or state law.
- C. In determining the actual costs reasonably incurred by the City in managing the right-of-way, the City may include the following:
1. The cost of issuing, processing and verifying right-of-way permit and temporary traffic control permit applications;
 2. The cost of inspecting job sites, traffic control installations and conditions, and restoration projects;
 3. The cost of protecting or moving ROW-user construction equipment and materials after reasonable notification to the ROW-user;
 4. The cost of determining the adequacy of public right-of-way restoration;
 5. The cost of restoring temporary traffic control, excavation or work inadequately performed after providing notice and the opportunity to correct the temporary traffic control, excavation or work, including re-inspection fees;
 6. The cost of revoking right-of-way permits or temporary traffic control permits.
- D. Fees paid for a right-of-way permit or a temporary traffic control permit, which is subsequently revoked by the City Engineer, are not refundable.

- E. The right-of-way permit fee shall be imposed as set forth in the City's Schedule of Fees adopted by the Board of Aldermen by resolution, as authorized by Section 800.010 of the Municipal Code, as may be amended from time to time.
- F. The temporary traffic control permit fee shall be imposed as set forth in the City's Schedule of Fees adopted by the Board of Aldermen by resolution, as authorized by Section 800.010 of the Municipal Code, as may be amended from time to time.
- G. The cost of engineering inspection of engineering drawings, construction plans, profiles, specifications and as-builts shall be imposed as set forth in the City's Schedule of Fees adopted by the Board of Aldermen by resolution, as authorized by Section 800.010 of the Municipal Code, as may be amended from time to time.
- H. In the event the scope of the project is revised during the course of the excavation or work, the City Engineer may recalculate the fee based on the actual size of the excavation or work, and may require an additional right-of-way permit fee.
- I. In the event the scope of the project changes such that temporary traffic control is revised, the City Engineer may recalculate the fee based on the actual impact, and may require an additional temporary traffic control permit fee but in no event shall the City grant credits or refunds based on an overpayment of the permit fee.
- J. The City Engineer may establish a system providing for payment of right-of-way permit fees by ROW-users in bulk.

Section 515.140 Permit conditions.

- A. Right-of-way permit conditions include the following:
 - 1. The City Engineer may impose reasonable conditions upon the issuance of a right-of-way permit and the performance of the ROW-user in order to protect the public health, safety and welfare, to ensure the structural integrity of the right-of-way, to protect the property and safety of other users of the right-of-way, and to minimize the disruption and inconvenience to the general public. Such permits shall be deemed to be subject to, and anyone obtaining such a permit shall be deemed to have consented to, the following conditions:
 - a. Compliance with Missouri One Call statutes, regulations and policies;
 - b. Compliance with the City Code, including its right-of-way ordinances, encroachment policy, zoning and subdivision regulations, all applicable laws and regulations, and any restrictions contained in any documents relating to the acquisition nor limit of use of the area the permit is being obtained for;
 - c. Agreement to pay just compensation charged in an attachment agreement or to pay just compensation should the City charge for the use of its rights-of-way in the future;
 - d. Agreement to indemnify and hold the City harmless from the ROW-user's use of the right-of-way which shall include defense and payment

of money for attorneys' fees and all costs provided such condition provides that it is not to be deemed a waiver of sovereign or other immunities or defenses available to the City, its officials, employees and agents;

- e. Compliance with the Design and Construction Manual and all Design Standards of the City and on file with the City Engineer;
 - f. At all times any structure or facility used to support any ROW-user's equipment shall be structurally sound and not subject to failure for defects in design, maintenance, wear and tear, or weather conditions as identified by the City Engineer; and
 - g. All notices may be provided to the address of record for the facility with the Public Service Commission, the Platte County Assessor, the registered agent as shown at the Secretary of State of Missouri, or any entity granting the ROW-user permission to operate within the State of Missouri.
- 2. When a right-of-way permit is requested for purposes of installing additional facilities and the performance and maintenance bonds for additional facilities is reasonably determined to be insufficient, the posting of an additional or larger performance or maintenance bond for the additional facilities may be required by the City Engineer, except as otherwise provided in Division 10 hereof.
 - 3. A ROW-user shall perform all excavation or work in full accord with any and all applicable engineering codes, the Design and Construction Manual, and Design Standards adopted or approved by the City and in accordance with applicable statutes of the State of Missouri, and the rules and regulations of the commission or any other local, state or federal agency having jurisdiction over the parties. A ROW-user shall perform all excavation or work in conformance with all applicable codes and established rules and regulations and shall be responsible for all excavation or work done in the right-of-way pursuant to its right-of-way permit, regardless of by whom the excavation or work is done.
 - 4. Except in cases of an emergency or with approval of the City Engineer, no right-of-way excavation or work may be done in violation of a stop work order issued by the City Engineer if in his or her determination conditions are unreasonable for such excavation or work based on standard engineering and construction practices.
 - 5. A ROW-user shall not disrupt a right-of-way such that the natural free and clear passage of water through the gutters or other waterways is interfered with. No person may park private vehicles within or next to the work or excavation area, except for such areas which may be designated and marked as safe areas for vehicle parking in accordance with an approved temporary traffic control permit.
 - 6. If excavation or work is being done for the ROW-user by another person, a subcontractor or otherwise, the ROW-user shall be responsible for ensuring that the excavation or work of said person is performed consistent with its right-of-

way permit and applicable law and shall be responsible for promptly correcting acts or omissions by said person.

7. The City Engineer may establish in the right-of-way permit limitations on the amount of excavation or work which may occur at one (1) time and the amount of right-of-way which may be obstructed during construction.
8. The ROW-user shall, in the performance of any excavation or work required for the installation, repair, maintenance, relocation and/or removal of any of its facilities, limit all excavation or work to that necessary for efficient operation.
9. The ROW-user shall not permit excavation or work to remain open longer than is necessary to complete the repair or installation, and in no event may excavation or work remain open beyond the expiration of the right-of-way permit or any approved extension.
10. The ROW-user shall perform excavation or work on the right-of-way at such times that will allow the least interference with the peace and quiet of the neighborhood, and in accordance with the City's noise ordinance.
11. The ROW-user shall notify impacted property owners of abutting property, by providing door hangars, of the schedule of work.
12. The City Engineer may limit the number of conduits that may be installed by each ROW-user based on the reasonable needs to ensure that no one ROW-user may unreasonably consume a disproportionate amount of the available right-of-way to deter competition.
13. All utility installations in excess of a total of two thousand five hundred (2,500) linear feet **shall require a pre-construction meeting prior to commencement of any work on the right-of-way.**
14. Street cut plates shall be placed in accordance with the City's specifications and shall not be in place for more than ten (10) calendar days without written approval of the City Engineer.
15. The City Engineer may allow street cuts on an individual review basis based on the criteria set out in this Chapter and the City's Design Standards.
16. All street cuts shall be restored in their entirety within ten (10) days of the street cut unless approved in writing by the City Engineer. Failure to complete within the ten (10) days shall constitute cause for the City to restore the cut and the permit holder shall reimburse the City its costs.
17. Any action or inaction by a permit holder that results in the City restoring or repairing of the right-of-way due to failure to comply with these or other conditions shall constitute cause for not issuing future permits and for the permit holder to be financially responsible to reimburse the City all of its costs whether from any bond held by the City or other means at the option of the City.

18. The ROW-user will provide flags to adjacent property owners to mark any items in the right-of-way which might potentially be damaged by the work.
- B. Restrictions on poles, facilities, similar structures and certain equipment in the right-of-way in addition to Design and Construction Manual and the Design Standards on file: When a pole, other facility or supporting equipment is not a part of a designed or constructed portion of an electrical, natural gas or communication distribution system made up of mostly wires, pipes and poles which serve the community and which are designed to be physically connected to each other, the following restrictions shall apply to pole and facility placement unless a different location is approved by the City Engineer upon a showing of: (a) the location being necessary to the provision of services, (b) that the ability to use the right-of-way by others including abutting landowners, utility users, the City, pedestrians and vehicles will not be impeded nor thwarted from the original purpose of the right-of-way, (c) the compatibility with design guidance, and (d) that the public and adjacent property safety may be maintained.
1. To the greatest extent possible a pole shall be located adjacent to what would be a side yard area of a property outside of any driveway or sight triangle or in the area of the front yard of any structure drawing parallel lines from the edges of the structure to the right-of-way line;
 2. The placement of a pole or similar facility and supporting equipment may not occupy the entire available right-of-way area between the curb and edge of the sidewalk closest to the curb;
 3. The pedestrian and vehicular paths may not be blocked, impeded or rendered out of compliance with any state, federal or local law dealing with pedestrian or vehicular passage or use such as, but not limited to, Americans with Disabilities Act, 42 U.S.C. Section 12101 et seq.;
 4. A pole may not be placed closer to any structure on abutting property than its natural fall path in the event it structurally fails or is struck by a vehicle, but in no event less than a 1:1 ratio for single material/piece construction such as a wood pole;
 5. A pole may not block the view of or from the primary structure on any lot, parcel or tract;
 6. A pole may not be taller than ten (10) feet above: (i) the top of the tree canopy in the same city block where the pole is to be installed or (ii) a pole that is part of a distribution system within one (1) block of the proposed placement;
 7. To demonstrate at any time reasonably requested by the City Engineer that the structure or facility being used to support any equipment or that is remaining in the right-of-way is structurally sound and does not present a threat to the public, other right-of-way users or abutting or adjoining property and land owner safety or to property that is lawfully in place in the immediate vicinity of the structure or facility; and
 8. Security in a form acceptable to the City Attorney's Office shall be deposited with the City Finance Director for the purpose of ensuring that should a pole's placement, existence, code violation or structural failure cause harm or injury of

any kind to a user of the right-of-way or abutting property, or property located in the right-of-way or other property not located in the right-of-way, that any damages or costs may be recovered. Such security may include but not be limited to an agreement for indemnification and hold harmless of the City and abutting landowner and a pledge of assets to support such agreement, a pledge of assets, a lien on property owned by the pole provider or user that may be enforced, sufficient assets of at least twenty-five million dollars (\$25,000,000.00) that are not pledged to another, insurance renewable annually naming the City as an additional insured, and such insurer shall owe the City a duty of defense, a bond or similar document so that this security functions in the same manner as other security for operations and structure issues of similar development in the event of harm, failure or code violations.

A violation of any of the restrictions set out in this subsection in the actual placement, or subsequent to placement, of the equipment, facility or pole may result in the permit for occupancy of or use of the right-of-way being revoked and the facility or pole ordered removed at applicant's sole cost by order of the City Engineer. All costs of the City in enforcing this Chapter including but not limited to revocation shall be paid by applicant including attorney's fees upon written demand by the City Administrator, to the name and address last on file at the City. If the applicant for the placement of, or any transferee of ownership interests in, the pole, equipment or facility does not agree with the decision of the City Engineer, such applicant may seek review or an appeal in the same manner as provided for in Division 9 of this Chapter.

C. Temporary traffic control permit conditions include the following:

1. The City Engineer may impose reasonable conditions upon the issuance of a temporary traffic control permit and the activities of the ROW-user in order to protect the public health, safety and welfare, to ensure the structural integrity of the right-of-way, to protect the property and safety of other users of the right-of-way, and to minimize the disruption and inconvenience to the traveling public.
2. A ROW-user shall comply with all laws, ordinances, codes, regulations and all applicable engineering codes adopted or approved by the City. A ROW-user shall be responsible for all traffic control in the right-of-way pursuant to its Temporary Traffic Control Permit, regardless of who performs the temporary traffic control.
3. The City Engineer may order the cessation of temporary traffic control approved by such permit if in the opinion of the City Engineer, based on standard engineering and construction practice, conditions are unreasonable for the continuation of such temporary traffic control. Except in cases of an emergency or with the approval of the City Engineer, there shall be no interruption of normal traffic in violation of a stop work order issued by the City Engineer.
4. No person may park private vehicles within or next to the temporary traffic control area, except for such areas which may be designated and marked as safe areas for vehicle parking in accordance with an approved plan and areas where parking is legally permitted under normal conditions.

5. If temporary traffic control is being done for the ROW-user by a third person, such as a subcontractor, the ROW-user shall be responsible for ensuring that the temporary traffic control of said third person is performed consistent with the temporary traffic control permit and applicable law and the permit holder shall be responsible for promptly correcting any wrongful or erroneous acts or omissions by said third person.
 6. The City Engineer may establish in the temporary traffic control permit limitations the extent to which traffic may be impacted at any one (1) time.
 7. The ROW-user shall limit all temporary traffic control to that which is approved through the permit.
 8. The ROW-user shall not impact normal traffic flow longer than is necessary to complete the project, and in no event may the impact to traffic exceed the expiration of the temporary traffic control permit or any approved extension.
 9. Non-emergency temporary traffic control on arterial and collector streets may not be performed before 9:00 a.m. and after 4:00 p.m. Monday thru Friday, nor anytime on Saturday, Sunday or public holidays observed by the City of Parkville. The City Engineer may grant exception to this condition in the temporary traffic control permit.
- D. Terms and conditions for small wireless facilities. The City of Parkville's terms and conditions for the placement of wireless facilities in the right-of-way, as approved by the Board of Aldermen in Code Section 410.010 is hereby adopted and incorporated in this chapter as fully as if set forth herein.

Section 515.150 Permit non-transferable.

Issued right-of-way permits and temporary traffic control permits are not transferable without prior written consent of the City Engineer. The City Engineer shall not unreasonably withhold consent for transfer of a right-of-way permit or a temporary traffic control permit.

Section 515.160 Permit validity.

- A. A right-of-way permit and a temporary traffic control permit shall only be valid for the area specified within such permit.
1. No ROW-user may cause any excavation or work to be done outside the area specified in the right-of-way permit, except as provided herein.
 2. No ROW-user may cause temporary traffic control to be done outside the area specified in the temporary traffic control permit, except as provided herein.
 3. Any ROW-user who determines that an area greater than that which is specified in the right-of-way permit must be excavated must do the following prior to the commencement of excavation or work in that greater area:
 - a. Make application for a right-of-way permit amendment describing the area in which the excavation or work will occur; and

- b. Pay any additional fees required thereby.
 - 4. Any ROW-user who determines that temporary traffic control is necessary for an area greater than that which is specified in the temporary traffic control permit must do the following prior to the commencement of temporary traffic control in that greater area:
 - a. Make application for a temporary traffic control permit amendment describing the area in which the temporary traffic control will occur; and
 - b. Pay all additional fees required thereby.
- B. A right-of-way permit and a temporary traffic control permit shall be valid for sixty (60) days unless a shorter amount of time is specified in the permit.
 - 1. No ROW-user may commence excavation or work before the right-of-way permit start date or, except as provided herein, may continue excavation or work after the end date. If a ROW-user does not complete the excavation or work by the right-of-way permit end date, the ROW-user must apply for and receive a new right-of-way permit or a right-of-way permit extension for additional time.
 - 2. No ROW-user may perform temporary traffic control before the temporary traffic control permit start date or, except as provided herein, continue temporary traffic control after the end date specified in the permit. If a ROW-user requires temporary traffic control beyond the temporary traffic control permit end date, the ROW-user must apply for and receive a new temporary traffic control permit or a temporary traffic control permit extension for additional time.
 - 3. If work will continue beyond length of time specified in the permit, the ROW-user must apply for another permit. To qualify for working in the ROW without interruption, a supplementary application must be submitted to the City and approved prior to the permit end date.
- C. A right-of-way permit and a temporary traffic control permit will only be valid for those persons indicated on the approved permit and may only be transferred with prior written consent of the City Engineer.

Section 515.170 Inspection.

- A. The City Engineer may choose to inspect the ongoing permitted temporary traffic control, excavation, or work in the right-of-way at any time to ensure that all requirements of the approved right-of-way permit or temporary traffic control permit are being met by the ROW-user.
- B. At the time of any inspection, the City Engineer may order the immediate cessation, through a stop work order, of any temporary traffic control, excavation or work which poses a serious threat to the life, health, safety, or wellbeing of the public.
 - 1. The City Engineer may issue a citation to the ROW-user for any temporary traffic control, excavation or work which does not conform to the applicable standards,

conditions, Code or terms of the right-of-way permit or temporary traffic control permit.

2. An officer of the Police Department may also issue a citation to the ROW-user for any temporary traffic control which does not conform to the applicable standards, conditions, Code or terms of the temporary traffic control permit, as determined by the City Engineer.
 3. The citation shall include notice that failure to correct the violation within the time specified in the citation will be cause for revocation of the applicable right-of-way permit or temporary traffic control permit.
- C. Fees for inspection services shall be imposed as set forth in the City's Schedule of Fees adopted by the Board of Aldermen by resolution, as authorized by Section 800.010 of the Municipal Code, as may be amended from time to time. The full amount of the inspection fee will be calculated at the time of permitting based on the project schedule to be submitted and must be paid in advance. At project close-out, the actual number of inspection hours will be used to determine whether a refund is due or an additional inspection fee is due.

Section 515.180 Permit displayed.

Issued right-of-way permits and temporary traffic control permits shall be available by the ROW-user at all times at the indicated project site and shall be available for inspection by the City Engineer, other City employees and the public.

Section 515.190 Completed work.

The ROW-user shall notify the office of the City Engineer upon completion of the temporary traffic control, excavation or work authorized by the applicable right-of-way permit or temporary traffic control permit.

Section 515.200 Permit denial.

The City Engineer may deny an application for a right-of-way permit, license, or a temporary traffic control permit if:

- A. The ROW-user, or any persons acting on the behalf of the ROW-user, fails to provide all the necessary information requested by the City for managing the public right-of-way.
- B. The ROW-user, or any persons acting on the behalf of the ROW-user, including contractors or subcontractors, has a history of noncompliance or permitting noncompliance within the City. For purposes of this section, "history of noncompliance, or permitting noncompliance, within the city", shall mean the ROW-user, or any persons acting on the behalf of the ROW-user, including contractors or subcontractors, has failed to return the public right-of-way to its previous condition under a previous right-of-way permit or temporary traffic control permit.
- C. The City has provided the ROW-user with a reasonable, competitively neutral, and nondiscriminatory justification for requiring an alternative method for performing the

temporary traffic control, excavation or work identified in the respective right-of-way permit or temporary traffic control permit application or a reasonable alternative route that will result in neither additional installation expense up to ten (10) percent to the ROW-user nor a declination of service quality.

- D. The City determines that the denial is necessary to protect the public health and safety, provided that the authority of the City does not extend to those items under the jurisdiction of the public service commission, such denial shall not interfere with a ROW-user's right of eminent domain of private property, and such denials shall only be imposed on a competitively neutral and nondiscriminatory basis. In determining whether denial of a right-of-way permit or a temporary traffic control permit application is necessary to protect the public health and safety, the City Engineer may consider one (1) or more of the following factors:
1. The extent to which the right-of-way space where the right-of-way permit or temporary traffic control permit is sought is available, including the consideration of competing demands for the particular space in the right-of-way as well as capacity for planned future uses, or other general conditions of the right-of-way.
 2. The applicability of any ordinance, Code provision, encroachment policy, other laws, or other regulations that affect the location of facilities and public travel in the right-of-way.
 3. The degree of disruption or impact to surrounding communities and businesses that will result from the multiple excavations and/or use of that part of the right-of-way, including whether the issuance of a right-of-way permit, license, or a temporary traffic control permit for the particular dates and/or times requested would cause a conflict or interfere with an exhibition, celebration, festival, or any other event.
- E. The area is environmentally sensitive as defined by state statute or federal law or is a historic district defined by local ordinance, or contains restrictions on use related to environmental concerns such as, but not limited to, preservation of wetlands, and the applicant has not shown how it will comply with any restrictions or mitigate the presence of the structure, pole, equipment or excavation so as to preserve the environment or historic character of the area, in accordance with local, state and federal law.
- F. An inability of the ROW-user to establish the financial capabilities and guaranteed commitment to provide or have access to the necessary investments or monetary assets to erect, maintain, and operate the proposed facilities.
- G. Compliance of the planned use or facilities with the City Code, ordinances or restrictions, or the applicability of same.
- H. Any other consideration based on the interest of the public safety and welfare or the property rights of itself or others.
- I. The proposed equipment or facility will incommode the public, diminish the rights of use of abutting landowners or impede or interfere with the use of other ROW-users, the travelling public or the City.

Section 515.210 Emergency work.

A right-of-way permit and temporary traffic control permit are required for emergency situations that are not the result of a declared emergency or disaster by the state, federal or local agencies empowered to enter such declarations. If, however, due to such emergency that is not the result of a declaration of disaster or emergency, and it is necessary for the ROW-user to immediately perform temporary traffic control, excavation or work in the right-of-way, and it is impractical for the ROW-user to first get a right-of-way permit or a temporary traffic control permit, the temporary traffic control, excavation or work may be performed, and the required permit shall be obtained as soon as reasonably possible, but not later than five (5) business days after the temporary traffic control, excavation or work is begun. The ROW-user shall notify the City's Public Works Department if emergency temporary traffic control, excavation or work is necessary.

Section 515.220 Permit exemptions.

- A. ROW-users performing routine maintenance which does not require excavation or work in the right-of-way, which does not disrupt traffic, and which does not require more than two (2) hours to complete, shall be exempt from the requirement of a right-of-way permit provided that at a minimum two (2) hours' notice is proved to the City during normal business hours.
- B. A ROW-user shall not be required to obtain a right-of-way permit or a temporary traffic control permit for temporary traffic control, excavation or work which is necessary because of an emergency, and that emergency is declared by a proper governmental authority with jurisdiction over the emergency to be a "disaster" or "state of emergency" under federal, state or local law until thirty (30) days following the effective date of the emergency declaration. In the event that temporary traffic control, excavation or work is necessary during a disaster or state of emergency, the ROW-user performing temporary traffic control, excavation or work in the right-of-way shall notify the Public Works Department of the nature and scope of the temporary traffic control, excavation or work to be performed in the right-of-way, along with the location of the temporary traffic control, excavation or work, and the estimated time of the temporary traffic control, excavation or work.

DIVISION 5. - RIGHT-OF-WAY USE AND FACILITY LOCATIONS

Section 515.230 Use of right-of-way—Generally.

- A. The ROW-user shall coordinate the placement of facilities and furnishings in a manner that minimizes adverse impact on any public improvement, the use of the ROW by others including abutting landowners and travelers, as reasonably determined by the City. Where placement is not regulated, the facilities shall be placed with adequate clearance from such public improvements so as not to impact or be impacted by such public improvement as defined in the City's Design and Construction Manual and Design Standards.
- B. All facilities and furnishings shall be located and laid so as not to disrupt or interfere with any pipes, drains, sewers, irrigation systems or other structures or public improvements already installed and in compliance with the Design and Construction Manual and the Design Standards. In addition, the ROW-user shall, in doing

excavation or work in connection with its facilities, avoid disrupting or interfering with the lawful use of the streets, alleys, sidewalks or other public lands of the City except as may be specifically authorized by a temporary traffic control permit.

- C. All facilities and furnishings of the ROW-user shall be placed so that they do not interfere with the use of right-of-way and public lands. The City, through its City Engineer, shall have the right to consult and review the location, design and nature of the facility prior to installation.
- D. The ROW-user shall not interfere with the facilities, furnishings and structures of the other ROW-users without their permission. If and when the City requires or negotiates to have a ROW-User cease using its existing poles and to relocate its facilities underground, all other ROW-users using the same poles shall also relocate their facilities underground at the same time. The cost of such relocation shall be borne in accordance with this Chapter and the Commission approved applicable tariff governing that ROW-user.
- E. All facilities and other appurtenances laid, constructed and maintained by the ROW-user shall be laid, constructed and maintained in accordance with acceptable engineering practice and in full accord with any and all applicable engineering codes adopted or approved by the City, the City's zoning ordinances, the City's Design and Construction Manual, the Design Standards, applicable statutes of the State of Missouri, and rules and regulations of the FCC, the Commission, or any other local, state or federal agency having jurisdiction over the ROW-user. Height, spacing, size or other physical restrictions contained in any other law which are more restrictive than set out herein shall control including the placement of vaults or other facilities or equipment. If such other restriction is believed by the ROW-user to have the effect of prohibiting competition or provision of services, it shall have the right of appeal to the Board of Aldermen and the opportunity to establish to the satisfaction of the Board of its claim of the prohibition of competition or services.
- F. The ROW-user shall cooperate promptly and fully with the City and take all reasonable measures necessary to provide accurate and complete on-site information regarding the nature and location of its facilities within the right-of-way, both underground and overhead, when requested by the City or its authorized agent for a public improvement. Such location and identification shall be at the sole expense of the ROW-user without any expense to the City, its employees, agents, or authorized contractors.
- G. Unless otherwise agreed to by the City and the ROW-user by license, agreement or permit, the City shall not be liable for any damage to or loss of any of the ROW-users' facilities within the right-of-way unless the damage is the result of the sole negligence, or willful, intentional, or malicious acts or omissions of the City.

Section 515.240 Sale, transfer, lease or sublease of facilities.

- A. In the event that the ROW-user shall sell, lease, assign, sublet or dispose of its facilities, or any portion thereof, that are located in the right-of-way, or any right, title or interest in the same, or transfer any rights granted by the City to any person either by forced or involuntary sale, or by ordinary sale, consolidation or otherwise, the ROW-user shall notify the City of the same. In such case, the buyer, transferee, lessee or

assignee shall be subject to all provisions of this Chapter, including the requirement to register. This provision shall not apply to the sale of property or equipment in the normal course of business or to the sale or lease of facilities to reseller ROW-users. No notice to the City shall be required for a transfer in trust, mortgage, or other similar instrument, in whole or in part, to secure indebtedness, or for a pro forma transfer to a corporation, partnership, or other entity controlling, controlled by or under common control with the ROW-user.

- B. A ROW-user may permit and has the authority to sell, sublet, or lease any use of excess capacity and sell services for resale to any reseller service provider providing service within the City, including the ROW-user's subsidiary or affiliate. The reseller service provider shall first register and obtain any necessary permit, license, certification, grant, registration, franchise agreement or any other authorization required by any appropriate governmental entity, including, but not limited to, the City, the FCC or the Commission. The ROW-user shall also provide the City, on at least a semi-annual basis, the identity of entities with which the ROW-user has entered into an interconnection and/or resale agreement within the City. This notice will not relieve the reseller service provider from its own obligation to register and obtain any necessary franchise with the City. Nothing in this Chapter shall prevent a facility based service provider from providing to any reseller service provider the use of the facility based service provider's facilities in the right-of-way as authorized by federal or state law.

Section 515.250 Facility corridors.

The City Engineer may designate specific utility corridors, throughway zones, frontage zones, or furnishing zones, by assigning specific locations for each type of facility or furnishing that is currently, or that the City Engineer expects will someday be, located within the right-of-way. All right-of-way permits issued by the City Engineer shall indicate the proper location for the ROW-user's facilities. Specific locations shall be specified in the City's Design and Construction Manual and/or Design Standards and can include reservation of space for any planned or future anticipated uses of the City, in its sole discretion.

Section 515.260 Conduits.

If, in the preparation and planning of a public improvement, the City Engineer deems it appropriate for a conduit to be constructed by the City along, across or under the right-of-way, the City Engineer shall contact all appropriate ROW-users for their input on the planning and design of such conduit. If a ROW-user desires to construct, maintain or operate facilities along such right-of-way concurrently, the City Engineer may allow the ROW-user to use such conduit if the ROW-user agrees to contribute to the expense of such conduit.

Section 515.270 Coordination.

The ROW-user shall participate in any joint planning, construction and advance notification of excavation or work, including coordination and consolidation of excavation or work as required by the City Engineer. In addition, the ROW-user shall cooperate with other ROW-users and the City for the best, most efficient, most aesthetic, and least obtrusive use of the right-of-way.

Section 515.280 Facility and furnishings relocation.

- A. A ROW-user shall promptly relocate or adjust any facilities or furnishings located in the right-of-way as directed by the City for a public improvement. The ROW-user shall promptly remove, relocate or adjust any facilities or furnishings located in the right-of-way as directed by the City which create a threat to public health, welfare or safety. Such removal, relocation or adjustment shall be performed by the ROW-user at the ROW-user's sole expense without expense to the City, its employees, agents, or authorized contractors and shall be specifically subject to rules, regulations and schedules of the City pertaining to such. The ROW-user shall proceed with the removal, relocation, or adjustment of facilities with due diligence upon notice by the City to begin removal, relocation, or adjustment.
- B. The ROW-user shall promptly relocate or adjust any facilities located in private easements for the construction of a public improvement at the cost of the row-user if:
 - 1. The City has condemned the private easement or the City has purchased from the ROW-user the portion of the private easement necessary for the public improvement; and
 - 2. The City has compensated the ROW-user, through the condemnation, purchase process, or other means of compensation, for the cost of relocation of the ROW-user's facilities.
- C. As soon as City prepared working drawings are available for public improvements that will require the ROW-user to relocate or adjust its facilities or furnishings, the City shall provide the ROW-user with written notice of required relocations or adjustments, the anticipated bid letting date of the public improvement, and notice of the deadline for completion of the relocations or adjustments. The ROW-user shall respond with any conflicts and a proposed construction schedule within thirty (30) days, subject to approval by the City Engineer.
- D. Following delivery of final design plans for such public improvements, the ROW-user shall relocate or adjust its facilities, furnishings and/or equipment in accordance with the schedule set by the City Engineer, provided the project is not delayed by adverse weather conditions and other factors beyond the control of the ROW-user. The ROW-user shall certify to the City, in writing, that its facilities or furnishings have been relocated or adjusted in accordance with project plans provided by the City so as to allow the City, and its contractors, to proceed with the public improvement.
- E. If any facilities, furnishings and/or equipment are not relocated in accordance with this section, the City or its contractors may relocate the facilities. The ROW-user and its surety shall be liable to the City for any and all costs incurred by the City in relocating said facilities including attorneys' fees and costs of litigation to collect such costs of relocation. The City shall not be liable to the ROW-user for any damage to its facilities, furnishings, or equipment or for any loss of business caused or experienced as a result of the City or its contractors relocating facilities or equipment.
- F. In the event the ROW-user is required to move its facilities, furnishings, and/or equipment in accordance with this section, any ordinary right-of-way permit fee shall be waived.

- G. It is the intent of this section for both the City and the ROW-user to cooperate with one another so that the need for facility, furnishings, or equipment relocation is minimized and, when required and feasible, relocations may be completed prior to receipt of bids by the City for a public improvement.
- H. Failure to comply with the relocation schedule set by the City Engineer will subject the ROW-user to penalties as provided in Division 11 hereof and any other remedy available to the City including ouster.

Section 515.290 Unused and abandoned facilities.

- A. A ROW-user owning abandoned facilities in the right-of-way must notify the City of its intent to abandon the facilities and must either:
 - 1. Remove its facilities and replace or restore any damage or disturbance caused by the removal at its own expense. The City Engineer may allow underground facilities, or portions thereof, to remain in place if the City Engineer determines that it is in the best interest of public safety to do so. At such time, the City may take ownership and responsibility of such abandoned facilities left in place;
 - 2. Provide information satisfactory to the City that the ROW-user's obligations for its facilities in the right-of-way have been lawfully assumed by another authorized ROW-user; or
 - 3. Submit to the City a proposal and instruments for transferring ownership of its facilities to the City. If the ROW-user proceeds under this subsection, the City may, at its option, purchase the equipment, require the ROW-user, at its own expense, to remove it, or require the ROW-user to post a bond in an amount sufficient to reimburse the City for reasonable anticipated costs to be incurred to remove the facilities, except as otherwise provided herein.
 - 4. Permit the City to satisfy the costs of removing such facilities, including any other structure such as a pole or equipment, and restoring the right-of-way to as good a condition as existed at the time of installation or construction of such facilities out of a security posted at the time of abandonment unless security was posted under Section 515.510.
- B. If the City discovers abandoned facilities in its right-of-way and the owner of the abandoned facilities fails to respond within thirty (30) days to a written notice sent by the City stating that the City considers the facilities abandoned, or the City is unable to locate the owner of the abandoned facilities after reasonable attempts, the City shall deem the facilities to be abandoned, unless the City receives confirmation that the ROW-user intends to use the facilities. Abandoned facilities are deemed to be a nuisance. The City may exercise any remedies or rights it has at law or in equity, including, but not limited to,
 - 1. Abating the nuisance;
 - 2. Taking possession and ownership of the facility and restoring it to a useable function;

3. Requiring the removal of the facility by the ROW-user; or
4. Removing the abandoned facilities and recovering its costs in any manner permitted by law including using any security posted at the time of construction or installation or any time thereafter.

Section 515.300 Vacation of right-of-way.

If the City vacates a right-of-way which contains the facilities of a ROW-user:

- A. The City, at its sole discretion, may reserve a utility easement or other easements necessary in the City's name to allow the existing facilities to remain.
- B. If the vacation requires the relocation of facilities, then:
 1. If vacation proceedings are initiated by the ROW-user, then the ROW-user must pay the relocation costs;
 2. If vacation proceedings are initiated by the City, then the ROW-user must pay the relocation costs unless otherwise agreed to by the City and the ROW-user; or
 3. If vacation proceedings are initiated by a person other than the ROW-user or the City, then such other person must pay the relocation costs, unless otherwise agreed to.
- C. In no event does the obtaining of a right-of-way permit guarantee the privilege of a ROW-user to remain in such location(s) approved past the vacation of the right-of-way or change in needs of the City for the location where facilities or equipment have been installed.

DIVISION 6. - TRAFFIC CONTROL AND STREET CLOSURES

Section 515.310 Traffic control.

All traffic control, permanent and temporary, shall be properly installed and maintained at the ROW-user's expense. The City will not provide any traffic control. All traffic control materials and methods shall be in conformance with the latest edition of the manual on Uniform Traffic Control Devices.

Section 515.320 Notice of closure.

The ROW-user shall notify the City no less than ten (10) working days in advance of any temporary traffic control that results in the full closure of any direction of vehicle travel along any street. Any other person doing temporary traffic control that will disrupt vehicular or pedestrian traffic shall notify the City no less than two (2) days in advance of any temporary traffic control. Except in the event of an emergency as reasonably determined by the ROW-user and City Engineer, no such closure shall take place without notice and prior authorization from the City.

Section 515.330 Coordination.

- A. An applicant may apply jointly for a right-of-way permit and temporary traffic control permit to perform temporary traffic control, excavate or work in the right-of-way at the same time and place.
- B. Applicants may apply jointly for temporary traffic control permit for temporary traffic control at the same time and place. Applicants who apply jointly for a temporary traffic control permit may share in the payment of the temporary traffic control permit fee. Applicants must agree among themselves as to the portion each shall pay.
- C. The ROW-user shall participate in any joint planning, construction and advance notification of temporary traffic control, including coordination and consolidation of temporary traffic control as required by the City Engineer. In addition, the ROW-user shall cooperate with other ROW-users and the City for the best, most efficient, most aesthetic, and least obtrusive use of the right-of-way.

Section 515.340 Traffic control plan.

All safety and traffic control measures must be implemented according to any approved traffic control plan required by the temporary traffic control permit.

DIVISION 7. - EXCAVATION PROCEDURES

Section 515.350 Location of existing facilities.

- A. The ROW-user shall identify and locate any underground facilities in conformance with the "Missouri One Call" system prior to any excavation. Failure to do so may result in future permits being denied or the revocation of current permits and a requirement to remove or relocate existing facilities, equipment, poles or structures.
- B. Prior to the commencement of any placement or expansion of facilities that are greater than fifteen (15) feet in height and/or larger than five (5) cubic feet in volume, the ROW-user shall provide at least twenty (20) days written notice to all property owners within fifty (50) foot or twice the height of the proposed facility or equipment radius of the proposed location to abutting landowners in a form approved by the Director of Public Works of the City and during the time of any excavation or construction of facilities or placement of equipment shall post a telephone number of a person to whom the abutting landowner may speak about complaints or conditions on the ROW adjacent to said landowner's property or interference with the enjoyment of the owner's land. All complaints must be acknowledged by the ROW-user and reported to the City on a form approved by the City Engineer. The form of notice shall include at least the following:
 - a. Vertical and horizontal dimension of the facility or equipment;
 - b. Sketch of the general location of the activity and placement of the facility or equipment including adjacent buildings; and
 - c. The construction schedule; and
 - d. Any other pertinent information as determined by the Director and approved.

- C. All excavations shall be made in accordance with the City's Design and Construction Manual, the Design Standards, and all other regulations, policies or Codes of the City.

Section 515.360 Row-user responsibilities.

- A. The ROW-user shall be liable for any damages to facilities due to excavation or work performed prior to obtaining the location of all facilities in the area in which the excavation or work is to be performed, or for any damage to facilities that have been properly identified prior to excavation or work. The ROW-user shall not make or attempt to make repairs, relocation or replacement of damaged or disturbed facilities without the approval of the owner of the facilities.
- B. Whenever there is excavation or work by the ROW-user, the ROW-user shall be responsible for acquiring all necessary temporary traffic control permits and providing adequate temporary traffic control to the surrounding area as provided in this Chapter. In the event the excavation or work is not completed in a reasonable period of time, the ROW-user may be liable for actual damages to the City for delay caused by the ROW-user pursuant to Division 10 hereof.
- C. The ROW-user responsible for the excavation or work who leaves any debris in the right-of-way shall be responsible for providing all necessary temporary traffic control and safety protection in accordance with the temporary traffic control permit and any applicable federal or state requirement. The ROW-user shall also be responsible for removing said debris from the right-of-way. If the ROW-user fails to comply with the temporary traffic control permit or fails to remove debris from the right-of-way, the ROW-user shall be responsible for damages to the City, or its contractors, resulting from said failures and shall indemnify the City and its contractors as provided in Division 10 hereof.
- D. In the event the ROW-user severely disturbs or damages the root structure of any tree in the right-of-way to the detriment of the health and safety of the tree, the ROW-user shall be required to remove and replace the tree at the ROW-user's cost. Further, in review of the ROW-user's plan, the City Engineer, in his or her discretion, may require the ROW-user to directionally bore around any tree in the right-of-way.
- E. The ROW-user shall be solely responsible for the costs of moving any facilities of any kind within the right-of-way to accommodate the City or any other governmental entity's project as designed by the City or such governmental entity, and if the ROW-user does not move or remove such facilities and additional cost or delay results to the City, the City may select its own contractor to move or remove such facilities and may seek full reimbursement, and ROW-user shall reimburse City, any and all costs of such move or removal including increased costs to the City's public works project, attorneys' fees to obtain reimbursement and any and all court costs and expert witness fees. City may exercise such right to obtain its own contractor upon written notice to the ROW-user at the address provided in the permit application form or as updated from time to time by the ROW-user.
- F. The ROW-user shall make certain at all times that sufficient security exists in a form acceptable to the City Attorney and City Engineer to assure that the obligations of the ROW-user shall be met which may include sufficient assets, letter of credit, bond, or a pledge of other property.

- G. The ROW-user shall at all times maintain proper registration with the Missouri Secretary of State and have a registered agent within this state who may accept notices required to be served under this Chapter and service of process while using, occupying or engaged in construction activities within the City's right-of-way.
- H. The ROW-user shall at all times maintain facilities, furnishings and any other equipment or structures in compliance with the City's Design and Construction Manual, Design Standards and encroachment policy.
- I. The ROW-user agrees and acknowledges by acceptance of any permit after adoption of this Chapter as amended and including this paragraph, that its use of the ROW is a license only unless it already has in place a franchise agreement with City, and by accepting and using a permit agrees to be bound by the terms and conditions of such license set out in this Chapter and that such license is enforceable by City in the same manner as any license to use property under Missouri and federal law.
- J. The ROW-user will maintain and comply with or promptly apply for and obtain any franchise, license, or conditional use waiver the City requires at the time of the permit application or, if none is required by the City at such time for the services or structures/equipment being installed, in the future should the City decide to require franchise agreements for ROW-users if none are required for the services being provided by the ROW-user at the time of application and installation or commencing use of any structure, equipment or excavation.

Section 515.370 Standard of work.

All temporary traffic control, excavation or work performed in the right-of-way shall be done in conformance with the City's Design and Construction Manual and Design Standards on file in the Office of the City Engineer. The interpretation of such manuals and design standards, in the sole discretion of the City Engineer or Public Works Director, shall be binding on all ROW-users and such interpretation is a condition of any right to excavate, work or use the right-of-way for any purpose whatsoever.

Section 515.380 Temporary traffic control, excavation or work restoration.

- A. After any temporary traffic control, excavation or work, the ROW-user shall, at its expense, restore all portions of the right-of-way to the same condition or better condition than it was prior to the temporary traffic control, excavation or work.
- B. If excavation or work cannot be back-filled immediately and is left unattended, the ROW-user shall securely and adequately cover and mark the unfilled excavation or work. The ROW-user has sole responsibility for maintaining proper temporary traffic control, barriers, safety fencing, signage, and/or lights as required, from the time of the opening of the excavation or work until the excavation or work is surfaced and opened for travel.
- C. In addition to repairing its own street cuts, the ROW-user must restore any area within five (5) feet of the new street cut that has previously been excavated, including the paving and its aggregate foundations, and shall comply with any additional requirements in the Design and Construction Manual and the Design Standards.

- D. All earth, materials, sidewalks, paving, crossing, utilities, public improvement or improvements of any kind damaged or removed by the ROW-user shall be fully repaired or replaced promptly by the ROW-user at its sole expense and to the reasonable satisfaction of the City Engineer. However, a ROW-user shall not make or attempt to make repairs, relocation or replacement of damaged or disturbed facilities without the approval of the owner of the facilities.
1. The City Engineer has the authority to inspect the repair or replacement of the damage, and if necessary, to require the ROW-user to do additional and necessary excavation or work. Notice of the unsatisfactory restoration and the deficiencies found will be provided to the ROW-user and a reasonable time not to exceed fifteen (15) days will be provided to allow for the deficiencies to be corrected.
 2. Any deficiencies not corrected shall be considered a "failure to restore" and the City shall proceed according to this Chapter. Upon determination by the City Engineer that the failure to repair or replace creates a threat to public safety, all such repair or replacement shall be corrected within twenty-four (24) hours of notice from the City, or the City Engineer may direct the City to make such repair or replacement at the ROW-user's expense.
- E. All construction and excavations shall also be subject to the following:
1. All sidewalks, curbs, ADA ramps that are removed during construction must be replaced to City and Federal ADA standards, whichever is the more restrictive, and shall be completed within ten (10) days unless approved in writing by the City Engineer;
 2. Open excavation within the City ROW shall be backfilled, covered, or fenced daily;
 3. Open excavations shall be permanently backfilled to City standards within ten (10) calendar days of excavation unless otherwise approved in writing by the City Engineer;
 4. Restoration/stabilization efforts to all areas disturbed by construction shall be completed within ten (10) calendar days of the completion of work that has been permitted unless an extension of time is specifically granted in writing by the City Engineer;
 5. Erosion control mats and other erosion control devices as approved by the City shall be used when weather is not conducive to growing grass such as in the winter or excessively dry conditions as approved by the City Engineer;
 6. Restoration of vegetated areas within the City ROW and other easements shall be performed with common readily available grasses for this region such as fescue, blue grass and similar varieties and grasses used for restoration should, to the extent feasible, closely match surrounding grasses;
 7. Exotic grasses, native plantings, flowerbeds, and other decorative landscaping placed in the ROW by abutting property owners and others are not required to be

replaced or restored, are deemed at the risk of the abutting property owners and others, and may be replaced with City approved grass varieties;

8. Types O and A soil as indicated in the USGS Soil Horizon Chart shall be placed in the top six (6) inches of all excavations outside of paved areas, including areas that will receive sod. Types O and A soil is dark nutrient rich topsoil, free of rocks, clods, and debris that is capable of establishing and sustaining grass; and
9. Failure to restore any construction area or excavation or complete construction or installation in accordance with this section, this chapter, the Design and Construction Manual, and the City's Design Standards shall be cause to deny future permits or suspend any currently issued permits to the entity holding the permit for the area of construction or excavation where restoration has not complied with this section, chapter, Design and Construction Manual, or City's Design Standards.

Section 515.390 Failure to restore.

If the ROW-user fails to restore the right-of-way in the manner and to the condition required by the City Engineer, or fails to satisfactorily and timely complete all restoration, the City may, at its option, serve written notice upon the ROW-user and its surety that, unless within ten (10) days after serving of such notice, a satisfactory arrangement is made for the proper restoration of the right-of-way, the City shall immediately serve notice of failure to comply upon the surety and the ROW-user, and the surety shall have the right to arrange for and complete the restoration excavation or work; provided, however, that if the surety does not commence performance thereof within fourteen (14) days from the date of notice, the City may perform its own restoration excavation or work and prosecute same to completion, by contract or otherwise.

- A. Upon determination by the City Engineer that the failure to repair, replace or restore creates a threat to public safety, all such repair or replacement shall be corrected within twenty-four (24) hours of notice from the City, or the City will perform its own restoration excavation or work and prosecute same to completion, by contract or otherwise.
- B. Upon determination by the City Engineer that the failure to repair, replace or restore creates an immediate threat to public safety, all such repair or replacement shall be corrected within one (1) hour of notice from the City, or the City will perform its own restoration excavation or work and prosecute same to completion, by contract or otherwise.
- C. The ROW-user and its surety shall be liable to the City for its actual costs of such restoration, including the value of any time or overtime incurred through the labor of City employees, the value of the use of City equipment, and the cost of City materials used in the restoration project.

The ROW-user shall also restore any special uses of the adjoining landowner including driveway approaches, except for landscaping as provided in this Chapter.

Section 515.400 Guarantee of restoration.

- A. In restoring the right-of-way, the ROW-user shall guarantee its excavation or work and shall maintain it for a period of forty-eight (48) months, or for the maximum period of time allowed by law, whichever is greater, following its completion.
 - 1. During said guarantee period the ROW-user shall, upon notification from the City Engineer, correct all restoration excavation or work to the extent necessary, using any method as required by the City Engineer.
 - 2. Said excavation or work shall be completed within a reasonable time, not to exceed thirty (30) calendar days, of the receipt of notice from the City Engineer.
 - 3. In the event the ROW-user is required to perform new restoration pursuant to the foregoing guarantee, the City Engineer shall have the authority to extend the guarantee period for such new restoration for up to an additional forty-eight (48) months, or other greater period allowed by law, from the date of the new restoration, if the City Engineer determines there was action by the ROW-user not to comply with the conditions of the right-of-way permit and any restoration requirements.
- B. When any required corrective actions have been completed and inspected to the City Engineer's satisfaction, the guarantee period will begin.
- C. The guarantee period shall be applicable to failure of the pavement surface as well as failure below the pavement surface.
- D. The ROW-user shall provide insurance and bonds in accordance with Article 10.

Section 515.410 Restoration marker.

All utility boxes, vaults and other structures shall be identifiable with the owner or user's name in a manner approved by the City Engineer.

Section 515.420 Notice and inspection.

Upon completion of all right-of-way restoration activities, the ROW-user shall notify the City's Public Works Department, which shall then schedule a closeout inspection.

DIVISION 8. - MAPPING REQUIREMENTS

Sections 515.430 to 515.470 Reserved.

DIVISION 9. - APPEALS OR WAIVERS

Section 515.480 Appeals.

Whenever a person has been denied a right-of-way permit or a temporary traffic control permit, had its right-of-way permit or temporary traffic control permit revoked by the City Engineer, believes that the fees imposed on the person by the City do not conform to the requirements of valid and applicable portions of RSMo 67.1840, asserts any issues related to the use of the right-of-way, or deems themselves otherwise aggrieved by any decision or action taken by the City, the Director of Public Works, or the City Engineer under this

Chapter, the person may file an appeal to the City Administrator or his/her designee by filing written notice of such appeal with the City Clerk's office within ten (10) calendar days of the date of notice of such decision or action.

- A. The City Administrator or his/her designee shall schedule an informal meeting with the aggrieved person and shall have the power to overrule such decision or action taken by the City, the Director of Public Works, or the City Engineer, may extend the time limit of such decision or action, or may grant exceptions to, or waive requirements of, or grant a variance from the specific provisions of this Chapter.
- B. The City Administrator or his/her designee shall issue their decision in writing. After the decision of the City Administrator or his/her designee is rendered, the aggrieved person may appeal the decision of the City Administrator or his/her designee to the Board of Aldermen by filing written notice of such appeal with the City Clerk's office within ten (10) calendar days of the date of notice of such decision or action.

Section 515.490 Actions on appeal to Board of Aldermen.

- A. Such appeals to the Board of Aldermen as provided for in Section 515.480 hereof shall be heard by the Board of Aldermen on the record with evidence and testimony as a contested hearing pursuant to RSMo Ch. 536.
 - 1. The Board of Aldermen may overrule such decision or action taken by the City, the Director of Public Works, or the City Engineer, may extend the time limit of such decision or action, or may grant exceptions to, or waive requirements of, or grant a variance from the specific provisions of this Chapter.
 - 2. Any decision by the Board of Aldermen affirming the denial, revocation, fee imposition or dispute resolution shall be in writing and supported by written findings establishing the reasonableness of the decision.
- B. Pending a decision by the Board of Aldermen, the order of the City, the Director of Public Works, or the City Engineer shall be stayed, unless the City Engineer determines that such action will pose a threat to public safety or the integrity of the public infrastructure.
- C. In the event the Board of Aldermen affirms the prior decision of the City, the Director of Public Works or the City Engineer, in addition to all other remedies and if both parties agree, the aggrieved person shall have the right to have the matter resolved by mediation or binding arbitration.
 - 1. Binding arbitration shall be before an arbitrator agreed to by both the City and the aggrieved person.
 - 2. The costs and fees of a single arbitrator shall be borne equally by the City and the aggrieved person.
 - 3. If the parties cannot agree on an arbitrator, the matter shall be resolved by a three-person arbitration panel consisting of one (1) arbitrator selected by the City, one (1) arbitrator selected by the aggrieved person, and one (1) arbitrator selected by the other two (2) arbitrators. In the event that a three-person

arbitrator panel is necessary, each party shall bear the expense of its own arbitrator and shall jointly and equally bear with the other party the expense of the third arbitrator and of the arbitration.

4. Each party to the arbitration shall pay its own costs, disbursements and attorney fees.

DIVISION 10. - INSURANCE, BONDING AND LIABILITY

Section 515.500 Insurance.

- A. All ROW-users shall comply with the insurance requirements set forth in this section, unless the ROW-user has twenty-five million dollars (\$25,000,000.00) in net assets in the State of Missouri and does not have a history of noncompliance, or permitting noncompliance, within the City. If the ROW-user claims such exemption, the ROW-user shall provide all information to the City necessary to determine the amount of net assets of the ROW-user.
- B. Insurance required.
 1. Prior to any access in the ROW, ROW-user shall file with the City evidence of liability insurance with an reputable, qualified and financially sound insurance company licensed to do business in Missouri, and unless otherwise approved by the City in writing, with a current A.M. Best rating of not less than A-. ROW-user shall procure and maintain insurance against claims for: a) bodily injury, personal injury, sickness or disease, or death of any or more persons other than ROW-user's employees; b) damages insured by usual personal and advertising injury liability coverage; c) damages because of injury to or destruction of tangible property, including loss of use; d) products/completed operations; and e) damages involving liability insurance applicable to ROW-user's indemnity obligations under division. Such insurance shall cover claims as may be occasioned by the operations, acts, errors, omissions, or negligence of ROW-user or its officers, agents, representatives, employees, lessees, or contractors during all times that occupies the ROW. Insurance limits may be met by the combination of primary and umbrella or excess coverage.
 2. The insurance to be provided by a ROW-user shall be as set forth in the "Standard Insurance and Indemnification Requirements" as approved by the City Attorney, which may be updated and amended as needed from time to time.
 3. If the ROW-user is self-insured, it shall provide the City proof of compliance regarding its ability to self-insure and proof of its ability to provide coverage in the above amounts, but self-insurance shall only be permitted by consent of the Board of Aldermen and the execution of an agreement separate from any agreement created under this Chapter which shall be in full force and effect until such time as the ROW-user's facilities, structures and use are removed or cease from or on the ROW.
- C. No liability insurance will be required of any residential property owner excavating or working in the right-of-way adjacent to his/her residence who does not utilize a contractor to perform the excavation or work and who does not require a temporary

traffic control permit. However, said residential property owner shall be required to demonstrate proof of a homeowner's policy with coverage and limits acceptable to the City Engineer.

- D. For purposes of this section, "history of noncompliance, or permitting noncompliance, within the City," shall mean the ROW-user, or any persons acting on the behalf of the ROW-user, including contractors or subcontractors, has failed to return the public right-of-way to its previous condition under a previous right-of-way permit or temporary traffic control permit.

Section 515.510 Bonding.

- A. If a ROW-user has twenty-five million dollars (\$25,000,000.00) in net assets and does not have, or is not using a contractor with, a history of noncompliance, or permitting noncompliance, as determined by the City Engineer, within the City, then the ROW-user shall not be required to maintain a performance or maintenance bond. The burden of requesting and proving any exemption from bonding requirements under this Chapter shall be on the ROW-user to the satisfaction of the City, and upon request from time to time by the City Engineer the ROW-user shall establish a continued right to exemption from a bonding requirement whether the exemption exists under local, state or federal law.
1. The ROW-user shall provide all information to the City necessary to determine the amount of net assets of the ROW-user.
 2. For purposes of this section, "history of noncompliance, or permitting noncompliance, within the City," shall mean the ROW-user, or any persons acting on the behalf of the ROW-user, including contractors or subcontractors, has failed to return the public right-of-way to its previous condition under a previous right-of-way permit or temporary traffic control permit on at least one (1) occasion as determined by the City Engineer.
- B. If it is determined pursuant to subsection A of this section that a ROW-user does not have twenty-five million dollars (\$25,000,000.00) in net assets or does have a history of noncompliance, or permitting noncompliance, or is using a contractor or third party with a history of noncompliance, then the ROW-user shall:
1. Maintain a performance bond in a form approved by the City Attorney. The amount of the bond unless prohibited by valid, constitutional law, will be five thousand dollars (\$5,000.00) or the value of the restoration, whichever is greater, as determined by the City Engineer, for a term consistent with the term of the applicable right-of-way permit or temporary traffic control permit, conditioned upon the ROW-user's faithful performance of the provisions, terms and conditions conferred by this Chapter.
 2. Maintain a maintenance bond in a form approved by the City Attorney. The amount of the bond, unless prohibited by valid, constitutional law, will be five thousand dollars (\$5,000.00) or the value of the restoration, whichever is greater, as determined by the City Engineer, for a term consistent with the term of the applicable right-of-way permit or temporary traffic control permit plus four (4)

additional years, conditioned upon the ROW-user's faithful performance of the provisions, terms and conditions conferred by this Chapter.

3. For facilities that extend above and below the ground and are permanent in nature and would require demolition similar in nature to a building or monopole tower to remove, the ROW-user shall provide to the City a bond in the amount of the then cost to remove or demolish such a facility or the right through a recordable document to execute on a piece of real estate in a fashion similar to the manner in which the City may place a lien on property when a structure is removed by the City.
 4. For facilities that are attached, collocated, placed, or installed on City property or in the ROW, ROW user shall maintain a payment bond in a form approved by the City Attorney in favor of City up to an amount permitted by valid, constitution law to recoup unpaid rates or fees by ROW user. Said bond shall be acknowledged by ROW user, as principal, and shall be issued by a surety with an AM Best rating of A- or better for the last four (4) quarters.
- C. In the event the City shall exercise its right to revoke the right-of-way permit or the temporary traffic control permit as permitted herein, then the City shall be entitled to recover under the terms of said bonds or against any real estate under B.3. of this section the full amount of any loss occasioned. A copy of the maintenance and performance bonds or recorded instrument must be on file with the City Clerk. No maintenance or performance bond will be required of any residential property owner excavating or working in the right-of-way adjacent to his/her residence, who does not utilize a contractor to perform the excavation or work and who does not require a temporary traffic control permit. Because such work is done by a private property owner against whose property the City may place a lien under the law, no recorded instrument giving the City additional rights to place a lien and foreclose on such lien shall be required.
- D. All bonds required in this section shall be acknowledged by ROW user, as principal, and shall be issued by a surety with an AM Best rating of A- or better for the twelve (12) months immediately preceding the bond issuance date.

Section 515.520 Indemnification.

- A. Any person operating under the provisions of this Chapter or performing any temporary traffic control, excavation, or work in the right-of-way shall fully indemnify, release, defend and hold harmless the City and agents of the City when acting in their capacity as municipal officials, employees, elected officials, attorneys, and agents, for, from and against any and all claims, demands, suits, fines, losses, injuries, proceedings, and actions, liability and judgment by other persons for damages, losses, costs, and expenses, including attorney fees, to the extent caused by or arising out of the acts, errors, directives, or omissions of the person, or its agents, contractors, or subcontractors, in the performance of the permitted temporary traffic control, excavation, or work. Nothing in this Chapter shall be construed to waive the City's sovereign or any other immunity or defense available to it, its officers, employees and agents.

- B. Nothing herein shall be deemed to prevent the City, or any agent, from participating in the defense of any litigation by its own counsel at their own expense. Such participation shall not under any circumstances relieve the person from its duty to defend against liability or its duty to pay any judgment entered against the City, or its agents.
- C. All ROW-users shall be responsible for promptly correcting acts or omissions by any contractor or subcontractor performing permitted temporary traffic control, excavation or work for such ROW-user hereunder. Failure to do so within the time set by the City Engineer shall be cause to revoke any ROW permit and to eject the ROW-user from the City's rights-of-way by any means available including seeking a declaratory judgment action, injunction or in the event of emergency self-help.
- D. Notwithstanding anything to the contrary in this division, in accordance with RSMo 67.5121(2), a ROW-user's indemnification obligations set forth this division, but only with respect to the ROW user's operation of a "small wireless facility," as defined in the Uniform Small Wireless Facility Deployment Act, within the ROW, shall only be required to indemnify and hold the City, its officers and employees, harmless against any damage or personal injury caused by the negligence of the ROW user, its employees, agents, or contractors. This exception shall only apply to the ROW user's "small wireless facilities" and shall not otherwise alter the obligations of a ROW user to indemnify the City for all of ROW user's other activities or operations.

Section 515.530 Indemnification for contractual or economic loss damages.

Any person operating under the provisions of this Chapter or performing any temporary traffic control, excavation or work in the right-of-way shall fully indemnify, release, defend and hold harmless the City and agents of the City when acting in their capacity as municipal officials, employees, elected officials, attorneys, contractors, and agents, from and against any and all claims, demands, suits, proceedings, and actions, liability and judgment by other persons for contractual or economic losses, damages, losses, costs, and expenses, including attorney fees, to the extent caused by failure of a ROW-user, or its agents, contractors, or subcontractors, to relocate or adjust its facilities pursuant to the provisions of this Chapter.

Section 515.540 Indemnification for damage to facilities.

- A. Any person operating under the provisions of this Chapter or performing any excavation or work in the right-of-way shall be liable for any damages to facilities due to excavation or work performed by the person, including damage to underground facilities that have been properly identified prior to commencement of excavation or work.
- B. Any person operating under the provisions of this Chapter or performing any excavation or work in the right-of-way shall fully indemnify, release, defend and hold harmless the City and agents of the City when acting in their capacity as municipal officials, employees, elected officials, attorneys, contractors, and agents, from and against any and all claims, demands, suits, proceedings, and actions, liability and judgment by other persons for damages, losses, costs, and expenses, including attorney fees, associated with damage to the facilities of other ROW-users by a person, or its agents, contractors, or subcontractors.

Section 515.550 Other agreements—Satisfaction of this Chapter.

- A. Any ROW-user may satisfy the insurance, bonding, and indemnification provisions of this Chapter through a valid franchise agreement with the City provided such insurance, bonding and indemnification equals or exceeds those required under this Chapter. Any requirements thus satisfied shall be indicated on the ROW-user's registration and shall not be required for each right-of-way permit and temporary traffic control permit.
- B. This section shall not apply to an applicant acting on behalf of a ROW-user, unless the applicant is listed as an additional insured on the ROW-user's insurance policy and is covered by the surety. The applicant must submit evidence of the satisfaction of these requirements prior to issuance of a right-of-way permit or a temporary traffic control permit.

DIVISION 11. - VIOLATIONS AND PENALTIES

Section 515.560 Violation.

- A. No Person shall perform temporary traffic control, excavate or work in the right-of-way in violation of this Chapter. Any such violation of this Chapter shall result in the immediate issuance of a citation to the person and enforcement action pursuant to this Division.
- B. Except as provided in subsection A. of this section, if the City Engineer determines that a ROW-user has committed a violation of this Chapter, any law or ordinance, or a condition placed on the right-of-way permit or the temporary traffic control permit, the City Engineer shall make a written demand upon the ROW-user to remedy such violation, which may include the issuance of a stop work order. The demand shall state that the continued violation may be cause for revocation of the right-of-way permit or the temporary traffic control permit as provided for herein, or legal action if applicable.
- C. A violation will allow the City Engineer, at his or her discretion, to place additional or revised conditions on the right-of-way permit or the temporary traffic control permit, specifically related to the manner in which the violation is cured by the ROW-user.
 - 1. Within fourteen (14) calendar days of receiving notification of the violation, the ROW-user shall contact the City Engineer with a plan, acceptable to the City Engineer, for correction of the violation.
 - 2. Upon determination by the City Engineer that the violation creates a threat to public safety, the ROW-user shall within twenty-four (24) hours of notice from the City contact the City Engineer with a plan, acceptable to the City Engineer, for correction of the violation.
 - 3. Upon determination by the City Engineer that the violation creates an immediate threat to public safety, the ROW-user shall within one (1) hour of notice from the City contact the City Engineer with a plan, acceptable to the City Engineer, for correction of the violation.

4. A ROW-user's failure to contact the City Engineer, ROW-users failure to submit an acceptable plan, or ROW-user's failure to reasonably implement the approved plan shall be cause for immediate revocation of the right-of-way permit or the temporary traffic control permit.
5. In the event a ROW-user's performance of any of the terms, conditions or obligations required by this Chapter or Chapter or a Franchise or License is prevented by a cause or event not within a ROW-user's control, such inability to perform shall be deemed excused and no penalties or sanctions shall be imposed as a result thereof. For the purpose of this section, causes or events not within the control of a ROW-user shall include, without limitation, acts of God, strikes, sabotage, riots or civil disturbances, failure or loss of utilities, explosions, acts of public enemies, and natural disasters such as floods, earthquakes, landslides, and fires.

Section 515.570 Revocation of permits.

- A. The City Engineer may, after reasonable notice and an opportunity to cure, revoke a right-of-way permit or a temporary traffic control permit granted to a ROW-user, without a fee refund, if one (1) or more of the following occurs:
 1. A material violation of a provision of the right-of-way permit or temporary traffic control permit;
 2. An evasion or attempt to evade any material provision of the right-of-way permit or temporary traffic control permit, or the perpetration or attempt to perpetrate any fraud or deceit upon the political subdivision or its citizens;
 3. A material misrepresentation of fact in the right-of-way permit or temporary traffic control permit application;
 4. A failure to complete temporary traffic control, excavation or work by the date specified in the associated right-of-way permit or temporary traffic control permit, unless a right-of-way permit or temporary traffic control permit extension is obtained or unless the failure to complete the temporary traffic control, excavation or work is due to reasons beyond the ROW-user's control;
 5. A failure to correct, within the time specified by the City, temporary traffic control, excavation or work that does not conform to applicable engineering standards, specifications, national safety codes, industry construction standards, or applicable City Code provisions or safety codes that are no more stringent than national safety codes or provisions, upon inspection and notification by the City of the faulty condition, or allowing a condition to exist which in the City Engineer's opinion creates a danger to the public, abutting landowners or other users of the right-of-way;
 6. A failure to remove facilities or equipment that have been deemed "abandoned" by the City Engineer;
 7. Permitting a condition to exist regardless of actual notice that causes harm to property of another or the City, or injury to any person;

8. Failure of insurance company or a surety to pay damages or perform as set out in the insurance policy or surety document upon written demand by the City Administrator of thirty (30) days to the last address on file at the City for any notice to be given; or
- B. If a right-of-way permit or temporary traffic control permit is revoked, the ROW-user shall also reimburse the City for the City's reasonable costs, including administrative costs, restoration costs and the costs of collection and reasonable attorneys' fees incurred in connection with such revocation.

Section 515.580 Penalty.

Any person violating any provision of this Chapter is guilty of a public offense, and upon conviction thereof shall be fined in a sum of not less than two hundred dollars (\$200.00) nor more than five hundred dollars (\$500.00). Every day that this Chapter is violated shall constitute a separate offense. The City shall have the authority to maintain civil suits or actions in any court of competent jurisdiction for the purpose of enforcing the provisions of this Chapter. In addition to any other remedies, the City Attorney may institute injunction, mandamus or other appropriate actions or proceedings to prevent violations of this Chapter.

DIVISION 12. - OTHER RIGHTS AND LAWS

Section 515.590 Federal, state and City jurisdiction.

- A. This Chapter shall be construed in a manner consistent with all applicable federal, state, and local laws. Notwithstanding any other provisions of this Chapter to the contrary, the construction, operation and maintenance of the ROW-user's facilities shall be in accordance with all laws and regulations of the United States, the state and any political subdivision thereof, or any administrative agency thereof, having jurisdiction.
- B. In addition, the ROW-user shall meet or exceed the most stringent technical standards set by regulatory bodies, including the City, now or hereafter having jurisdiction.
- C. The ROW-user's rights are subject to the police powers of the City to adopt and enforce ordinances necessary to the health, safety, and welfare of the public. The ROW-user shall comply with all applicable laws and ordinances enacted pursuant to that power.
- D. Failure of the ROW-user to comply with any applicable law or regulation may result in a forfeiture of any permit, registration or authorization granted in accordance with this Chapter.

Section 515.600 City's failure to enforce.

The City's failure to enforce or remedy any noncompliance of the terms and conditions of this Chapter or of any right-of-way permit or temporary traffic control permit granted hereunder shall not constitute a waiver of the City's rights nor a waiver of any person's obligation as herein provided.

Section 515.610 Reservation of rights.

- A. In addition to any rights specifically reserved to the City by this Chapter, the City reserves unto itself every right and power which is required to be reserved by a provision of any ordinance under any registration, permit or other authorization granted under this Chapter.
- B. The City shall have the right to waive any provision of this Chapter or any registration, permit or other authorization granted thereunder, except those required by federal or state law, if the Board of Aldermen determines as follows:
 - 1. That it is in the public interest to do so; and
 - 2. That the enforcement of such provision will impose an undue hardship on the person.
- C. To be effective, such waiver shall be evidenced by a statement in writing signed by a duly authorized representative of the City. Further, the City hereby reserves to itself the right to intervene in any suit, action or proceeding involving the provisions herein.
- D. The City reserves unto itself always the right to charge for the use of the right-of-way as permitted by valid Missouri law and only restricted by valid and applicable law found to be applicable and valid by a Court of last resort.
- E. Notwithstanding anything to the contrary set forth herein, the provisions of this Chapter shall not infringe upon the rights of any person pursuant to any valid and applicable state or federal statutes, including, but not limited to the right to occupy the right-of-way.

Section 515.620 Conflicts.

In the event of any conflict between a franchise or license entered into following adoption of this Chapter or any of its amendments, this Chapter shall control.

Section 515.630 Separability.

If any provision of this Chapter, or any franchise or license issued hereunder, is held by any federal, state or local court of competent jurisdiction, to be invalid as conflicting with any valid and applicable federal or state statutes, or is ordered by a court to be modified in any way in order to conform to the requirements of any such law and all appellate remedies with regard to the validity of the ordinance provisions in question are exhausted, Board of Aldermen shall determine whether or not said section shall be considered a separate, distinct, and independent part of this Chapter, franchise or license, and such holding shall determine the validity and enforceability of all other provisions thereof and any rights or privileges granted hereunder. In the event that such law is subsequently repealed, rescinded, amended or otherwise changed, so that the provision which had been held invalid or modified is no longer in conflict with such law the provision in question shall return to full force and effect and shall again be binding on City and any ROW-user without further action of the Board of Aldermen, provided that the City Engineer shall give the ROW-user sixty (60) days, or a longer period of time as may be reasonably required

for an ROW-user comply with such a rejuvenated provision, written notice of the change before requiring compliance with such provision.

SECTION 2: All other code sections and ordinances which conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

SECTION 3: This Ordinance shall be in full force and effect upon final passage and approval.

PASSED and APPROVED this 15th day of November 2022.

Mayor Dean Katerndahl

ATTEST:

City Clerk Melissa McChesney

ITEM 4.G.

For 12/6/2022

Board of Aldermen Meeting

CITY OF PARKVILLE Policy Report

Date: November 2, 2022

Prepared By:

Melissa McChesney, City Clerk

Reviewed By:

Alysen Abel, Public Works Director

ISSUE:

Approve Resolution No. 22-018 setting the right-of-way management fees in the Schedule of Fees (Administration)

BACKGROUND:

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. The various fees and charges were consolidated into a uniform Schedule of Fees that have been 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. On December 6, the Board of Aldermen will consider adopting right-of-way regulations in Parkville Municipal Code Chapter 515 and the associated fees will be added to the Schedule of Fees.

BUDGET IMPACT:

There is no impact to the budget. Revenues collected will be deposited in the General Fund revenue.

ALTERNATIVES:

1. Approve the resolution setting the right-of-way fees in the Schedule of Fees..
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 right-of-way fees 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. 22-018 setting the fees for right-of-way management in the Schedule of Fees.

ATTACHMENTS:

1. Resolution No. 22-018
2. Revised Schedule of Fees



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

***CITY OF PARKVILLE, MO.
RESOLUTION No. 22-018***

**RESOLUTION SETTING THE RIGHT-OF-WAY MANAGEMENT FEES 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 November 15, 2022, the Board of Aldermen adopted right-of-way regulations in Parkville Municipal Code Chapter 515, with fees to be added to the Schedule of Fees; and

WHEREAS, the right-of-way fees will be established in 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 6th day of December 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 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).....

\$20

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

\$20

Pickleball Courts (per hour per court).....

\$20

Basketball Courts.....

No fee

Municipal Court

Municipal Code Chapter 145

All cases (each case).....	\$12
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Police Training Fund (each case).....	\$2
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Other costs (commitment or summons, as provided before Associate Circuit Judge in criminal prosecutions).....	Actual cost
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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)

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
State Court Automation Surcharge (RSMo 488.012.3(5), RSMo 488.027.2.....	\$7

Police Department

Municipal Code Chapter 200

Fingerprints (per card).....	\$15
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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

Short-Term Residential Dwelling Rental Application.....	\$300
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Municipal Code Chapter 402

Small Wireless Facilities Application.....	\$500
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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.....	\$5 40
<u>Temporary Traffic Control Permit.....</u>	<u>\$50</u>
<u>Engineering Inspection</u>	
<u>Small project occurring within 1 block or less.....</u>	<u>\$100</u>
<u>Medium size projects occurring in multiple blocks and/or over multiple weeks,</u>	
<u>but less than 10 blocks and/or less than 4 weeks.....</u>	<u>\$800</u>
<u>Large projects occurring in more than 10 blocks and/or projected to exceed</u>	
<u>4 weeks to complete.....</u>	<u>Estimated*</u>
<i>*based on actual cost of review upon submission of permit application</i>	
<u>Right-of-Way Inspection.....</u>	<u>\$60 per hour</u>

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
Prorated Fees	
Less than 10 months until license expires.....	10% per month
More than 10 months until license expired.....	Actual 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
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Public & Private Sewers

Municipal Code 700

Sewer Tap Fee

Single-Family Residential.....	\$1,750
Commercial (1,000 gallons or less).....	\$1,750
Over 1,000 gallons.....	\$150/100gal
Industrial (1,000 gallons or less).....	\$1,750
Over 1,000 gallons.....	\$150/100gal
Multi-family dwelling units and/or apartments(per living unit).....	\$1,750

Sewer Impact Fee

Single-Family Residential.....	\$1,650
Commercial (1,000 gallons or less).....	\$1,650
Over 1,000 gallons.....	\$150/100gal
Industrial (1,000 gallons or less).....	\$1,650
Over 1,000 gallons.....	\$150/100gal
Multi-family dwelling units and/or apartments (per living unit).....	\$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%
<i>(excludes sewer and court)</i>	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: December 1, 2022

Prepared By:
Brittanie Propes

Reviewed By:
Alexa Barton, City Administrator

ISSUE:

Approve a donation agreement for a Free Little Library box donated by the White Alloe Chapter of the Daughters of the American Revolution to the Parks and Recreation Department (Parks)

BACKGROUND:

The local White Alloe Chapter of the National Daughters of the American Revolution (DAR) approached the City about donating a little free library box to the Parks & Recreation Department. Joan Sturm, DAR representative, organized this donation to provide the residents and park patrons with a little free library. A Little Free Library is a "take a book, return a book" free book exchange.

BUDGET IMPACT:

DAR would donate the little free library and be responsible for all purchasing and shipping costs. The City would install the library at an estimated cost of less than \$100.

ALTERNATIVES:

1. Approve the item.
2. Approve the item, subject to changes.
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 the Board of Aldermen approve the Donation Agreement with DAR for the Little Free Library.

POLICY:

Section 150.050 (B) of the Parkville Municipal Code gives the Community Land and Recreation Board authority to approve grant applications and make recommendations to the Board of Aldermen. As CLARB serves in an advisory capacity, its recommendations must be approved by the Board of Aldermen.

SUGGESTED MOTION:

I move to approve the Donation Agreement with the White Alloe Chapter of DAR for the Little Free Library.

ATTACHMENTS:

1. Donation Agreement
2. Exhibit A

AGREEMENT FOR PARK DONATION

THIS AGREEMENT, made and entered into this 6th day of December, 2022 is by and between, National Society Daughters of the American Revolution (NSDAR) White Alloe Chapter, whose address is 6705 NW Hickory Drive, Parkville, MO 64152 (Donors) and the City of Parkville, Missouri, a city of the fourth classification (City), collectively referred to as the Parties.

WHEREAS, the Parties recognize the importance of park facilities and amenities; and

WHEREAS, the Donors organized a free “little library” to provide a service for park patrons to further education; and

WHEREAS, the Donors have arranged for funding to purchase a Little Free Library box for citizens and park patrons to have access to free books; and

WHEREAS, the City agrees to install the Little Free Library box in English Landing Park.

NOW, THEREFORE, the Parties, for the consideration and under the described conditions and obligations, hereinafter set forth and agree as follows:

Section 1. **Ownership**

The donation, as described in Section 2, is donated in its entirety to the City for the enjoyment and benefit of the citizens of Parkville and other park users.

Section 2. **Donation**

The donation is an approximately 30” by 16” Little Library box. Exhibit A, incorporated by reference and attached hereto is one page showing the location of the proposed Little Library box and a photo of the proposed box. All costs associated with the purchase of the box will be assumed by the Donors. The City will install the box and cover any incidental costs associated with installation.

Section 3. **Maintenance**

The City shall be responsible for minor maintenance of the box, such as cleaning and debris removal around the base. The City makes no guarantee for the replacement or repair of the donation if it is damaged beyond reasonable repair, suffers repeated vandalism, and/or expires prior to the cessation of the five-year period.

Section 4. **Term**

The initial term of this agreement shall be for five years. Following cessation of the agreement, the City may treat the Little Free Library box as any other public property similar in nature. The City reserves the right to remove the box following cessation of the agreement or in accordance with the terms in section 3 above.

IN WITNESS WHEREOF, City and Donors, for themselves, and their successors and assigns, have executed this Agreement as of the day and year first above written.

Organizer

Little Free Library Donor

Joan Sturm

City of Parkville, Missouri

Dean Katerndahl, Mayor

Attest:

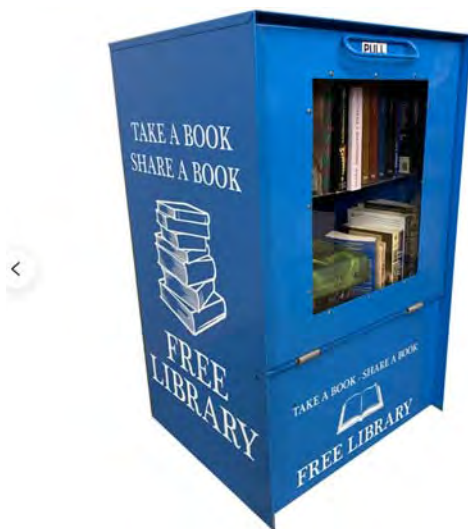
Melissa McChesney, City Clerk

Exhibit A.

Location



Similar Style



- Materials: sheet metal, powder coated
- Width: 19 1/4 inches
- Height: 30 inches
- Depth: 16 1/4 inches

**CITY OF PARKVILLE
Policy Report**

Date: November 22, 2022

Prepared By:

Stephen Lachky, Community Development
Director

Reviewed By:

Melissa McChesney, City Clerk

ISSUE:

Approve the second reading of an ordinance to amend various sections of the Parkville Municipal Code regarding provisions for home-based businesses - Case No. PZ 2022-38 (Community Development)

BACKGROUND:

The City currently allows *Office – Home Occupation* uses in residential zoning districts. On August 28, 2022, the Missouri General Assembly passed, and Governor Parsons signed, House Bill No. 1662 which made sweeping changes to the ability of Missouri municipalities to regulate and control home-based occupations. Under the provisions of House Bill No. 1662, the City is prohibited from:

1. Limiting the hours of operation for any home-based business.
2. Prohibiting or requiring any structural modifications as a condition of operating a home-based business.
3. Prohibiting service by appointment within a home-based business.
4. Prohibiting any particular occupation as a home-based business.
5. Prohibiting the storage or use of equipment that does not cause effects outside of the home or an accessory building.

And under the provisions of House Bill No. 1662, if a business qualifies as a “no-impact home-based business”, the City is prohibited from:

1. Limiting the number of employees or customers in the business at any time except to the extent of the fire codes; or
2. Requiring that the business activities occur only within the residence, although the city may prohibit activities that can be viewed from the street; or
3. Requiring that the business obtain any zoning permit, home occupation permit, or other licenses, other than a business license for the limited purpose of ensuring that the business activity is compliant with state and federal law and paying applicable taxes.

Lauber Municipal Law, LLC, the City’s legal counsel, has prepared modifications to the Parkville Municipal Code based on the provisions of House Bill No. 1662.

PUBLIC COMMENTS:

A public hearing was held at the November 8, 2022, regular meeting of the Planning and Zoning Commission. No comments were provided.

BUDGET IMPACT:

With the exception of application and permit fees collected, there is no immediate budget impact. Long-term impacts would be realized as a result of the City being prohibited from collecting permit fees from no-impact home-based businesses.

ALTERNATIVES:

1. Approve the second reading of the ordinance amending Sections 402.010 and 405.040 and Chapter 605.
2. Approve the second reading, subject to changes by the Board of Aldermen.
3. Do not approve the first reading of 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 November 8, 2022, regular meeting of the Planning and Zoning Commission. Following discussion and the public hearing, the Commission unanimously recommended (by a vote of 8-0) to approve the text amendment as revised by staff.

STAFF RECOMMENDATION:

Staff recommends approval of the proposed text amendment to Parkville Municipal Code, Title IV – Development Code and Chapter 605 General Licensing Regulations to amend the existing provisions for home-based businesses to reflect Revised Statutes of Missouri (RSMo).

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. 3216, an ordinance amending Parkville Municipal Code Section 402.010, Subsection B; Section 405.040, Subsection C; and various sections of Chapter 605 amending the provisions for home-based businesses to reflect Revised Statutes of Missouri, on second reading to become Ordinance No. ____.

ATTACHMENTS:

1. Ordinance
2. Application
3. Proposed Text Amendment
4. Staff Analysis

AN ORDINANCE AMENDING PARKVILLE MUNICIPAL CODE SECTION 402.010, SUBSECTION B; SECTION 405.040, SUBSECTION C; AND VARIOUS SECTIONS OF CHAPTER 605 AMENDING THE PROVISIONS FOR HOME-BASED BUSINESSES TO REFLECT REVISED STATUTES OF MISSOURI

WHEREAS, the Missouri General Assembly has passed, and Governor Parsons has signed, House Bill 1662, effective August 28, 2022, which makes sweeping changes to the ability of Missouri's Cities to regulate and control home-based occupations; and

WHEREAS, under the provisions of HB 1662, the City of Parkville is prohibited from:

- A. limiting the hours of operation for any home-based business; or
- B. prohibiting or requiring any structural modifications as a condition of operating a home-based business; or
- C. Prohibiting service by appointment within the home-based business; or
- D. Prohibiting any particular occupation as a home-based business; or
- E. Prohibiting the storage or use of equipment that does not cause effects outside of the home or an accessory building; and

WHEREAS, under the provisions of HB 1662, if a business qualifies as a "no-impact home-based business" the City is further prohibited from:

- A. Limiting the number of employees or customers in the business at any time except to the extent of the fire codes; or
- B. Requiring that the business activities occur only within the residence, although the city may prohibit activities that can be viewed from the street; or
- C. Requiring that the business obtain any zoning permit, home occupation permit, or other licenses, other than a business license for the limited purpose of ensuring that the business activity is compliant with state and federal law and paying applicable taxes; and

WHEREAS, the language of this Bill has been submitted to the Planning and Zoning Commission, which, after conducting a public hearing on the same which was properly noticed, has recommended that the Board of Aldermen amend the Code of Ordinances of the City of Parkville as provided herein; and

WHEREAS, the Board of Aldermen has conducted a public hearing on this matter in compliance with Chapter 89 RSMo.

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

SECTION 1: That Section 402.010.B.4 is hereby amended in part, with only the effected definition that is to be amended reflected as follows:

OFFICE

An employment use focusing on the administrative and management aspects of business or professional services, typically does not have a high rate of exchange with the general public, consumers, or patrons, but may involve regular interaction with clients or other business activities. This use type is broken into the following sub-classes based on scale and intensity.

a. **OFFICE**

HOME OCCUPATION — An office use entirely within an owner occupied residential dwelling and/or its accessory structures, when such activities are clearly incidental or subordinate in use to the dwelling and may involve **limited** on premise interaction with customers.

SECTION 2: That Section 405.040.C, *Standards Applicable to Specific Uses*, is hereby amended in its entirety, and shall hereafter read as follows:

C. Home Occupation.

1. Permitted in Residential Districts, when – No Impact Home-Based Businesses shall be permitted in all residential districts and in accordance with and subject to the restrictions and limitations of this Section. No other business may be operated in a residence at any time. The term ‘home occupation’ when used in this Section shall be interpreted to mean Home-Based Business.
2. Definitions – As used in this Section, the following terms shall have the meanings provided below:
 - a. “Goods”, any merchandise, equipment, products, supplies, or materials;
 - b. “Home-Based Business”, is a business operating in a residential dwelling that manufactures, provides, or sells goods or services and that is owned and operated by the owner or tenant of the residential dwelling.
 - c. “No Impact Business” means a home-based business that:
 - (1) Is engaged in the sale of lawful goods and services; and
 - (2) Does not cause a substantial increase in traffic through the residential area; and
 - (3) The activities of the business are not visible from any public street; and
 - (4) Does not use any equipment that produces noise, light, odor, smoke, gas, or vibrations that can be seen, felt, heard, or smelled by a person of ordinary senses outside of the property where the business is located; and
 - (5) Does not sell any goods or services for which a health inspection would be required if the business were not located in a residence unless the owner

or tenant provides written consent for the Department of Health to inspect the business during normal business hours or at any other time the business is operating.

3. Restrictions and Limitations.

- a.** A No Impact Home Based Business must be incidental and subordinate to the principal residential use of the premises and shall not change the residential character of the surrounding neighborhood. This provision shall not be interpreted as allowing an accessory building, accepted by the usual permitting process for accessory buildings.
- b.** The owner or operator of the No Impact Home Based Business must be an owner or tenant of the residence and must reside at the residence.
- c.** The owner or operator of the No Impact Home Based Business may employ others to work in the No Impact Home Based Business.
- d.** The No Impact Home Based Business may be conducted in an existing detached accessory building that existed at the time this Section was adopted. A new accessory building shall not be constructed to house a No Impact Home Based Business.
- e.** Outdoor storage of materials or equipment used in the No Impact Home Based Business shall not be permitted.
- f.** Alterations to the exterior of the principal residential building shall not be made which change the character of the residence.
- g.** Signage shall be permitted per the requirements of Chapter 409.
- h.** The owner or operator must provide adequate parking for the No Impact Home Based Business. Parking for the No Impact Home Based Business may include the driveway or garage of the residence or a paved parking area located behind the front plane of the residence. Adequate parking may also include parking on the street as long as:
 - (1)** Parking is limited to the side of the street the No Impact Home Based Business is located on, between the lot lines of the residence, if parking at that location is otherwise lawful.
 - (2)** If the owner, operator, family members of the owner or operator, employees, clients, or customers routinely park in other locations on the street(s) adjoining the residence, the business shall not be considered a No Impact Home Based Business. For the purposes of this section, the term 'routinely' shall mean more than twice in a given seven-day period.
- i.** The total number of persons in the home, including residents, customers, clients, employees, and all others may not exceed the maximum occupancy of the residence at any time.

4. Licenses and Permits

- a. No permit shall be required to impact a No Impact Home Based Business, however, a business operating in a residence that do not qualify as a No Impact Home Based Business must have a conditional use permit from the Planning and Zoning Commission.

5. Penalties—Any person who operates a business in violation of this Section shall, upon conviction, be subject to a fine of not less than \$100.00 and up to ninety (90) days in jail or both. Each day of violation shall be considered a separate offense.

SECTION 3: That Chapter 605 General Licensing Regulations is hereby amended in part, with red text reflecting the added or removed language as follows:

Section 605.020 **Definitions.**

For the purposes of this Chapter, the following terms, phrases, words, and their derivations shall have the meaning given herein. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number, and words in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

BUSINESS LICENSE

A document required, ~~except where a business qualifies as a No Impact Home Based Businesses~~, by the City to conduct business in the City of Parkville.

FEE

All license fees levied on or required to be paid by any merchant, manufacturer, business or occupation doing business in the Parkville City limits, ~~except those that qualify as a No Impact Home Based Business.~~

NO IMPACT HOME-BASED BUSINESS

A no impact home-based business is one that:

- a. Is engaged in the sale of lawful goods and services; and
- b. Does not cause a substantial increase in traffic through the residential area; and
- c. The activities of the business are not visible from any public street; and
- d. Does not use any equipment that produces noise, light, odor, smoke, gas, or vibrations that can be seen, felt, heard, or smelled by a person of ordinary senses outside of the property where the business is located; and
- e. Does not sell any goods or services for which a health inspection would be required if the business were not located in a residence unless the owner or tenant provides written consent for the Department of Health to inspect the business during normal business hours or at any other time the business is operating.

PROFESSION

~~An occupation that requires special education, training or skill.~~

Section 605.040 **License Required — Fees to Be Paid.**

C. Exemptions. A business may be exempt if they meet one of the following criteria:

5. Any business that qualifies as a “No Impact Home-Based Business” as defined in Section 605.020.

Section 605.060 **Licensing Requirements.**

- A. All businesses operating at a location within the Parkville City limits are required to complete all the requirements in Subsection (A), in addition to any requirements listed below that apply to the type of business being conducted.
6. Home-based businesses. Every applicant for a home-based business license is required to conform to Title IV of this Code and shall submit the appropriate affidavits as required, except where the home-based business qualifies as a “No Impact Home-Based Business” as defined in Section 605.020.

Section 605.070 **Exemptions.**

- D. Home-Based Sales. No license shall be required for home-based sales on private property, however, the following requirements must be met, except where the home-based business qualifies as a “No Impact Home-Based Business” as defined in Section 605.020.

SECTION 4: All other code sections and ordinances which conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

SECTION 5: This Ordinance shall be in full force and effect upon final passage and approval. PASSED and APPROVED this 6th day of December 2022.

Mayor Dean Katerndahl

ATTEST:

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 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) _____ **Date:** 10/12/22

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 C. Home Occupation

Existing text:

See attached

Proposed text:

See attached

Reason for amendment:

On August 28, 2022 the Missouri General Assembly passed, and Governor Parsons signed, House Bill 1662, which makes sweeping changes to the ability of Missouri Cities to regulate and control home-based occupations.

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):

Complying with recently passed legislation and Revised Statutes of Missouri (RSMo).

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

- City cannot 1) Limit the hours of operation for any home-based business;
 2) Prohibit or require structural modifications as a condition of operating a home-based business;
 3) Prohibit service by appointment within any home-based business;
 4) Prohibit any particular occupation as a home-based business; and
 5) Prohibit the storage or use of equipment that does not cause effects outside of the home.

4. Checklist of required submittals

- ☒ Completed application, including all required details and supporting data.
☐ 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: _____
 Name/Title _____ Date _____

Application fee payment by _____ ☐ Check # _____ ☐ M.O. _____ ☐ Cash

Accepted by: _____
 Name/Title _____ Date _____

☐ Hearing notice published in: _____ Date of publication: _____

☐ 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: _____

Section 402.010. Definitions

B. Description of Uses. This section contains general descriptions associated with the use of land and buildings organized by Categories and Types, and enabled by zoning districts in Table 405-2. Where a proposed use is not generally listed or appears to meet the description of more than one use type, the Director shall make an interpretation on the most relatively equivalent described use considering (1) the similarity of the use in terms of scale, impact and operations to other described uses; (2) the typical building formats and site designs associated with the use from existing examples; and (3) the potential contribution of the use and typical formats to the intent of the zoning district. Any use that may not be interpreted as relatively equivalent to a use described in this Section or the Use Table are not anticipated by these regulations and may only be allowed by a Text Amendment.

Office / Service

The Office / Service category is the use of land and buildings for businesses engaged in the exchange of professional and individual services. It includes the following types:

Office. An employment use focusing on the administrative and management aspects of business or professional services, typically do not have a high rate of exchange with general public, consumers, or patrons, but may involve regular interaction with clients or other business activities. This use type is broken into the following sub-classes based on scale and intensity:

Office - Home Occupation. An office use entirely within an owner occupied residential dwelling and/or its accessory structures, when such activities are clearly incidental or subordinate in use to the dwelling and may involve **limited** on premise interaction with customers.

Office – Limited. An office use where the total gross leasable area is less than 10,000 square feet.

Office – General. An office use where the total gross leasable area is at least 10,000 square feet, and may include more than one building.

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.

C. Home Occupation. Home occupations shall meet all of the following standards:

1. Home occupations shall be entirely contained within the interior of a structure. A home occupation shall use no more than 30 percent of the total dwelling unit floor area.
2. No person outside the family shall be employed at the location.
3. No visible evidence of the business shall be apparent from the street or surrounding area. Signage shall be permitted per the requirements of Chapter 409. There shall be no outdoor storage or display of products, equipment, or merchandise other than of a type and quantity characteristically found at a single residential dwelling. The appearance of a dwelling shall not be altered to the extent that attention is drawn to the structure as a commercial or business operation.
4. No traffic shall be generated by any home occupation in substantially greater volume than would normally be expected in a residential neighborhood. No vehicle or delivery truck shall block or interfere with normal traffic circulation. If parking for a home occupation occurs in a manner or frequency causing disturbance to the normal traffic flow for the neighborhood, the occupation shall be considered a business best handled in a commercial district rather than as a home occupation.
5. A home occupation shall not create excessive noise, dust or dirt, heat, smoke, odors, vibration, glare or bright lighting which would be over and above that created by a single residential dwelling.
6. Any business that provides care or instruction to children shall be limited to no more than two children at one time that are not members of the household.
7. Home occupations that do not clearly meet all of these standards may only be permitted through a conditional use permit.

C. Home Occupation. Home occupations shall meet all of the following standards.

1. Permitted in Residential Districts, when – No Impact Home-Based Businesses shall be permitted in all residential districts and in accordance with and subject to the restrictions and limitations of this Section. No other business may be operated in a residence at any time. The term ‘home occupation’ when used in this Section shall be interpreted to mean Home-Based Business.
2. Definitions – As used in this Section, the following terms shall have the meanings provided below:
 - a. “Goods”, any merchandise, equipment, products, supplies, or materials;
 - b. “Home-Based Business”, is a business operating in a residential dwelling that manufactures, provides, or sells goods or services and that is owned and operated by the owner or tenant of the residential dwelling.
 - c. “No Impact Business” means a home-based business that:
 - (1) Is engaged in the sale of lawful goods and services; and
 - (2) Does not cause a substantial increase in traffic through the residential area; and
 - (3) The activities of the business are not visible from any public street; and
 - (4) Does not use any equipment that produces noise, light, odor, smoke, gas, or vibrations that can be seen, felt, heard, or smelled by a person of ordinary senses outside of the property where the business is located; and
 - (5) Does not sell any goods or services for which a health inspection would be required if the business were not located in a residence unless the owner or tenant provides written consent for the Department of Health to

inspect the business during normal business hours or at any other time the business is operating.

3. Restrictions and Limitations.

- a. A No Impact Home Based Business must be incidental and subordinate to the principal residential use of the premises and shall not change the residential character of the surrounding neighborhood. This provision shall not be interpreted as allowing an accessory building, accepted by the usual permitting process for accessory buildings.
- b. The owner or operator of the No Impact Home Based Business must be an owner or tenant of the residence and must reside at the residence.
- c. The owner or operator of the No Impact Home Based Business may employ others to work in the No Impact Home Based Business.
- d. The No Impact Home Based Business may be conducted in an existing detached accessory building that existed at the time this Section was adopted. A new accessory building shall not be constructed to house a No Impact Home Based Business.
- e. Outdoor storage of materials or equipment used in the No Impact Home Based Business shall not be permitted.
- f. Alterations to the exterior of the principal residential building shall not be made which change the character of the residence.
- g. Signage shall be permitted per the requirements of Chapter 409.
- h. The owner or operator must provide adequate parking for the No Impact Home Based Business. Parking for the No Impact Home Based Business may include the driveway or garage of the residence or a paved parking area located behind the front plane of the residence. Adequate parking may also include parking on the street as long as:
 - (1) Parking is limited to the side of the street the No Impact Home Based Business is located on, between the lot lines of the residence, if parking at that location is otherwise lawful.
 - (2) If the owner, operator, family members of the owner or operator, employees, clients, or customers routinely park in other locations on the street(s) adjoining the residence, the business shall not be considered a No Impact Home Based Business. For the purposes of this section, the term 'routinely' shall mean more than twice in a given seven-day period.
- i. The total number of persons in the home, including residents, customers, clients, employees, and all others may not exceed the maximum occupancy of the residence at any time.

4. Licenses and Permits

- a. No permit shall be required to impact a No Impact Home Based Business, however, a business operating in a residence that do not qualify as a No Impact Home Based Business must have a conditional use permit from the Planning and Zoning Commission.
5. Penalties—Any person who operates a business in violation of this Section shall, upon conviction, be subject to a fine of not less than \$100.00 and up to ninety (90) days in jail or both. Each day of violation shall be considered a separate offense.



Staff Analysis

Agenda Item: 5.B

Proposal: Request for text amendment to Parkville Municipal Code, Title IV: Development Code, Section 402.010 Definitions, Subsection B. Description of Uses; and Section 405.040 Standards Applicable to Specific Uses, Subsection C. Home Occupation, to amend the existing provisions for home-based businesses to reflect Revised Statutes of Missouri (RSMo).

Staff Recommendation: Approval

Case No: PZ 2022-38

Applicant: City of Parkville

Pre-Application Conference Mtg: N/A

Exhibits:

- A. This Staff Analysis
- B. Application for Text Amendment
- C. Proposed Text Amendment to Section 402.010 Definitions, Subsection B. Description of Uses; and Section 405.040 Standards Applicable to Specific Uses, Subsection C. Home Occupation
- D. Additional exhibits as may be presented during the meeting

By Reference:

- A. Parkville Municipal Code, [Title IV- Development Code](#) in its entirety
 - 1. Section 402.010 Definitions
 - 2. Section 405.040 Standards Applicable to Specific Uses
- B. Missouri House Bill No. 1662 (101st General Assembly, 2022; enacted August 28, 2022)
- C. Notification of Public Hearing (published in The Platte County Citizen newspaper on October 19, 2022)

Comments Received: No written comments have been received by the Community Development Department as of the completion of this staff analysis on November 4, 2022.

Background

The City of Parkville currently allows *Office – Home Occupation* uses in residential zoning districts, provided there's:

- No visible evidence of the business from the street / surrounding area.
- No substantial traffic volume is generated other than would normally be expected in a residential neighborhood.
- No excessive noise, dust or dirt, heat, smoke, odors, vibration, glare or bight lighting generated.
- No person outside of the family employed at the location.
- The business is entirely contained within the interior of the structure and not using more than 30% of the total dwelling unit floor area.
- No more than two children at a time (who are not members of the household) provided care or instruction from a business.

On August 28, 2022 the Missouri General Assembly passed, and Governor Parsons signed, House Bill No. 1662 (see Exhibit B by Reference), which made sweeping changes to the ability of Missouri municipalities to regulate and control home-based occupations. Under the provisions of House Bill No. 1662, the City of Parkville is prohibited from:

1. Limiting the hours of operation for any home-based business.
2. Prohibiting or requiring any structural modifications as a condition of operating a home-based business.
3. Prohibiting service by appointment within the home-based business.
4. Prohibiting any particular occupation as a home-based business.
5. Prohibiting the storage or use of equipment that does not cause effects outside of the home or an accessory building.

And under the provisions of House Bill No. 1662, if a business qualifies as a “no-impact home-based business”, the City of Parkville is prohibited from:

1. Limiting the number of employees or customers in the business at any time except to the extent of the fire codes; or
2. Requiring that the business activities occur only within the residence, although the city may prohibit activities that can be viewed from the street; or
3. Requiring that the business obtain any zoning permit, home occupation permit, or other licenses, other than a business license for the limited purpose of ensuring that the business activity is compliant with state and federal law and paying applicable taxes.

A “no-impact home-based business” is defined as one that:

- Is engaged in the sale of lawful goods and services; and
- Does not cause a substantial increase in traffic through the residential area; and
- The activities of the business are not visible from any public street; and
- Does not use any equipment that produces noise, light, odor, smoke, gas, or vibrations that can be seen, felt, heard, or smelled by a person of ordinary senses outside of the property where the business is located; and
- Does not sell any goods or services for which a health inspection would be required if the business were not located in a residence unless the owner or tenant provides written

consent for the Department of Health to inspect the business during normal business hours or at any other time the business is operating.

Proposed Text Amendment

The City of Parkville's legal counsel, Lauber Municipal Law, LLC, prepared modifications to the Parkville Municipal Code based on the provisions of House Bill No. 1662. Changes specifically affecting the Title IV – Development Code are provided in Exhibit C. It should be noted that additional changes have been proposed to Chapter 605 General Licensing Regulations; however, an Application for Text Amendment and public hearing is not required to modify language in those sections of the Parkville Municipal Code.

Staff Conclusion and Recommendation

Staff recommends approval of the proposed text amendment to Parkville Municipal Code, Title IV: Development Code, Section 402.010 Definitions, Subsection B. Description of Uses; and Section 405.040 Standards Applicable to Specific Uses, Subsection C. Home Occupation, to amend the existing provisions for home-based businesses to reflect Revised Statutes of Missouri (RSMo). Consideration of a text amendment requires a public hearing. Required public hearing notices were published and no comments have been received as of the date of this staff analysis report. It should be noted that the recommendation contained in this report is made without knowledge of any facts and testimony which may be presented during the public hearing, and that the conclusions herein are subject to change as a result of any additional information that may be presented.

Necessary Action

Following consideration of the Application for Text Amendment, supporting information, associated exhibits, factors discussed above and any testimony presented during the public hearing, the Planning and Zoning Commission should recommend approval (with or without 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 and Zoning Commission's action will be forwarded to the Board of Aldermen on November 15, 2022 for final action.

End of Memorandum



Stephen Lachky, AICP, CPM, CFM
Community Development Director

11-04-2022

Date

**CITY OF PARKVILLE
Policy Report**

Date: November 30, 2022

Prepared By:

Stephen Lachky, Community Development
Director

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve the superseding addendum to the Six At Park ground lease and parking use agreement associated with a public parking lot for the Six At Park development (Community Development)

BACKGROUND:

On April 10, 2018, the Planning and Zoning Commission approved a final development plan for Six At Park, an office building on a 2.63 acre site at the corner of the intersection of MO-Hwy 9 and East 6th St. The plans consist of four stories (with basement floor), 56,840 sq. ft. of class-A office space for office/service uses, 177 parking spaces for up to 130 employees and three points of access. The development is a \$9.8 million project, and at the time it was estimated to add \$1.7 million in assessed value to the property and generate 224 full-time equivalent positions with an average annual wage of \$53,600.

At the same time, the developer requested public assistance in the form of a parking lot redevelopment agreement with Six At Park, LLC and the Parkville Old Towne Market Community Improvement District (POTMCID) and a parking lot use agreement between the City and Six At Park, LLC. The public parking lot supports the Six At Park office development and provides public parking.

PUBLIC PARKING LOT GROUND LEASE:

The developer negotiated a ground lease with Park University for the development of the office building and parking lot. Park University also offered a ground lease to the City for the purposes of developing a public parking lot. Both leases are 99 year leases. Park University has a preference for granting ground leases, as opposed to fee in title or fee simple, sales of property. The University, which was founded in 1875, maintains a long-term vision for its properties. This vision includes, when possible, granting ground leases in lieu of fee in title sales (in perpetuity). The University is granting the developer and the City the right to use and enjoy the property for the next 99 years in return for the agreed upon compensation. At the end of the lease, the ground will be returned to the University. The lease agreement includes certain terms and conditions for the property. A copy of the ground lease is included as Attachment 1 by Reference.

PUBLIC PARKING LOT REDEVELOPMENT AGREEMENT:

The proposed public parking lot was constructed with a \$350,000 grant from the POTMCID. The grant was requested by the developer and approved by the POTMCID. The agreement calls for the City to hire the developer to construct the city parking lot. No additional public funds will be required for the lot construction. A copy of the parking lot redevelopment agreement is included as Attachment 2 by Reference.

PUBLIC PARKING LOT USE AGREEMENT:

The developer requested public assistance in the form of lease of spaces in a public parking lot to be developed immediately adjacent to the project. The parking lot provides parking for the users of the office building during regular business hours. The developer is responsible for routine maintenance of the parking lot. A limited number of public parking spaces are also provided during these times. The parking lot is fully open to the public for parking during other times.

The original agreement (see Attachment 5) calls for the development of a ninety-nine (99) space parking lot; and Six at Park, LLC is allowed to utilize the City Parking Lot to provide adequate parking for its office development. The terms of the parking lot use agreement include:

1. The City agrees to allow Six at Park to use up to eighty-three (83) parking spaces, along with the seventy-eight (78) parking spaces in the Existing Parking Lot, to satisfy the parking requirements for the Project under the “B-2-P” Planned General Business District zoning. This
2. The City shall allow any unreserved parking spaces in the City Parking Lot to be used by the public for a fee during the weekdays from 7:00 AM until 5:00 PM, excluding Holidays and used by the public for no charge after 5:00 PM during the weekdays, Holidays and all day on the weekends. The amount of the fee shall be determined by the City.
3. Upon request by the City, Six agrees to make available to the public the use of Six’s private parking spaces for public events, provided such request will be only for times outside of regular hours. The City shall enforce parking regulations as set forth in Section 355.025 of the Municipal Code.
4. Six and Park shall provide ongoing maintenance of the improvements to the City parking lot, which includes landscaping, snow removal, striping and maintaining the gates.
5. The City shall be responsible for long term capital improvements to the City parking lot, other than ongoing maintenance and improvements.
6. The City reserves the right to modify the parking lot in accordance with the Parkville Downtown Vision Plan. Any modification to the parking lot will not result in a reduction of the number of leased parking spaces leased as set forth in this agreement, provided the City has the right to relocate parking spaces to an adjacent parking lot.

AMENDMENT TO THE PARKING USE AGREEMENT:

Construction of the Six At Park development began in 2018 and was completed in 2020 (with the exception of tenant finishes for individual units within the building). The leasing of the building for office space was initiated and in progress around the time the COVID-19 global pandemic occurred. The pandemic had a significant impact on the market for commercial office space; and since that time, the owner has been unsuccessful in leasing portions of the building for office use. As a result, in February 2021, the owner converted a portion of the building into a mixed-use development — converting 27,000 sq. ft. for 27 total residential market rate apartments (700-1,100 sq. ft.), six Airbnb units, and 3,200 sq. ft. of ground floor retail. This totals a reduction of approximately 31,300 sq. ft. of the commercial office space for the building. And accounting for the difference of parking required for the mixed-use, apartment and retail uses, this results in a total of only 126 parking spaces needed for the use of Six At Park, a reduction of 45 parking spaces from when the building was entirely office/service uses.

While the owner did in fact make the investment set forth in the Redevelopment Plan and completed the Six At Park Redevelopment Project per the approved final development plans, specific uses within the building have been modified from commercial use to residential use, resulting in changes to the parking requirements as outlined in the City’s Title IV – Development Code. In summary:

- The current parking use agreement provides 83 of the 99 City parking lot spaces for the use of Six At Park during business hours (7:00 a.m.-5:00 p.m.), leaving 16 parking spaces available to the general public.
- Per the Six At Park – Residential architectural permit set (dated February 5, 2021), conversion of ground floor, 1st floor and 2nd floor space from *Service/Office* use to *Lodging – Short-Term Rental* use (i.e., 27 total units ranging from 700-1,100 sq. ft.) results in a reduction of 45 required parking stalls from the original 171 parking stalls required for the building per our Title IV – Development Code; meaning that Six At Park is only required to have 126 spaces available for parking (out of the 177 total parking spaces on-site) between 7:00 a.m.-5:00 p.m.
- A revision to the Parking Lot Use Agreement reflecting changes in the conversion of space from *Service/Office* use to *Lodging – Short-Term Rental* use would provide the City an additional 35 spaces available to the general public (a total of 51 public parking spaces available in the City Parking Lot).

Thus, an addendum to the 2018 Ground Lease and Parking Use Agreement is necessary in order to adjust the available public parking in the City Parking Lot for Six At Park's needs to satisfy their parking requirements.

An addendum to the Six At Park Ground Lease and Parking Use Agreement has been prepared by the City's legal counsel. This agreement revises the number of City Parking Lot spaces to be available for the use of Six At Park during business hours; and states that City staff shall recalculate the building's parking requirements on an annual basis, as adjustments to the parking calculations may need to be made if specific uses within the building change over time.

BUDGET IMPACT:

The addendum to the Six at Park Ground Lease and Parking Use Agreement has no budget impact.

ALTERNATIVES:

1. Approve the superseding addendum to the Six At Park ground lease and parking use agreement.
2. Approve the superseding addendum to the Six At Park ground lease and parking use agreement, subject to other stated conditions.
3. Deny the addendum.
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 approval of the superseding addendum to the Six At Park ground lease and parking use agreement.

POLICY:

The City's Development Code provides general minimum requirements for required parking. To satisfy the new parking requirements for Six at Park in order to meet the City's Code, an addendum to the 2018 Ground Lease and Parking Lot Use agreement is necessary.

SUGGESTED MOTION:

I move to approve the superseding addendum to the Six At Park ground lease and parking use agreement.

ATTACHMENTS:

1. Superseding Addendum
2. Subject Area Property Map
3. Site Development Plan
4. Rendering of Building
5. Parking Use Agreement 5/15/18

**SUPERSEDING ADDENDUM TO THE SIX AT PARK GROUND LEASE
AND PARKING USE AGREEMENT**

This Superseding Addendum is made and entered into this 29th day of NOVEMBER 2022 by and between the City of Parkville, Missouri ("City"), Six at Park, LLC ("Six"), and Park University ("Park University").

RECITALS

WHEREAS, on October 24, 2018, the City and Park University entered into a Ground Lease ("Ground Lease") for the development, construction and operation of a building and parking lot improvements ("Project"); and

WHEREAS, on May 15, 2018, the City and Six entered into a Parking Use Agreement ("Parking Agreement") to provide for adequate parking for the Project and additional public parking; and

WHEREAS, certain changes have occurred to the Project which warrant that the number of exclusive parking spaces granted to Six by the City be reduced; and

WHEREAS, the City, Six, and Park University desire to revise the terms of the Ground Lease and the Parking Agreement pursuant to this Superseding Addendum to provide for a reduction in the number of exclusive parking spaces granted to Six by the City.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein and within the Agreement, the City, Six, and Park University agree as follows:

1. This Superseding Addendum is hereby made a part of the Ground Lease and Parking Agreement modifying and superseding where it is inconsistent with the Ground Lease and Parking Agreement. All other provisions of the Ground Lease and Parking Agreement shall remain unchanged.

2. All references in the Ground Lease and the Parking Agreement to the effect that the City will make available or grant to Six (or its successor in interest or the fee simple owner of the Six at Park Leased Premises) the exclusive right to access, enter, occupy and use no fewer than eighty-three (83) parking spaces within the City Parking Lot for the use of Six, the Project, its tenants, staff, guests, invitees and visitors, shall be modified to hereafter provide that the City will make available or grant to Six (or its successor in interest or the fee simple owner of the Six at Park Leased Premises) the exclusive right to access, enter, occupy and use no fewer than forty two (42) parking spaces within the City Parking Lot for the use of Six, the Project, its tenants, staff, guests, invitees and visitors.

3. The City, Six, and Park University acknowledge and agree that the modified parking requirements set forth in Section 2 above reflect the use of the Project as of the date of this Superseding Addendum. The parties agree that each year on the anniversary date of this Superseding Addendum, the Community Development Director for the City will recalculate the

number of necessary parking spaces within the City Parking Lot for the use of Six, the Project, its tenants, staff, guests, invitees and visitors, based on the uses being made of the Project as of the anniversary date, with the agreement there will be a maximum of eighty-three (83) parking spaces available for the Project as outlined in the original Parking Use Agreement. The Community Development Director will transmit any adjustments to the parking calculations to the City, Six, and Park University and the parking requirements set forth in Section 2 will be automatically adjusted based on the calculations of the Community Development Director.

IN WITNESS WHEREOF, the parties hereto have executed this Superseding Addendum the day and year first above written.

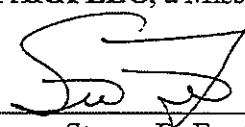
CITY:

THE CITY OF PARKVILLE, MISSOURI, a
municipal corporation

By: _____
Name: Dean Katerndahl
Title: Mayor

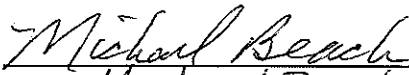
SIX:

SIX AT PARK LLC, a Missouri limited liability
company

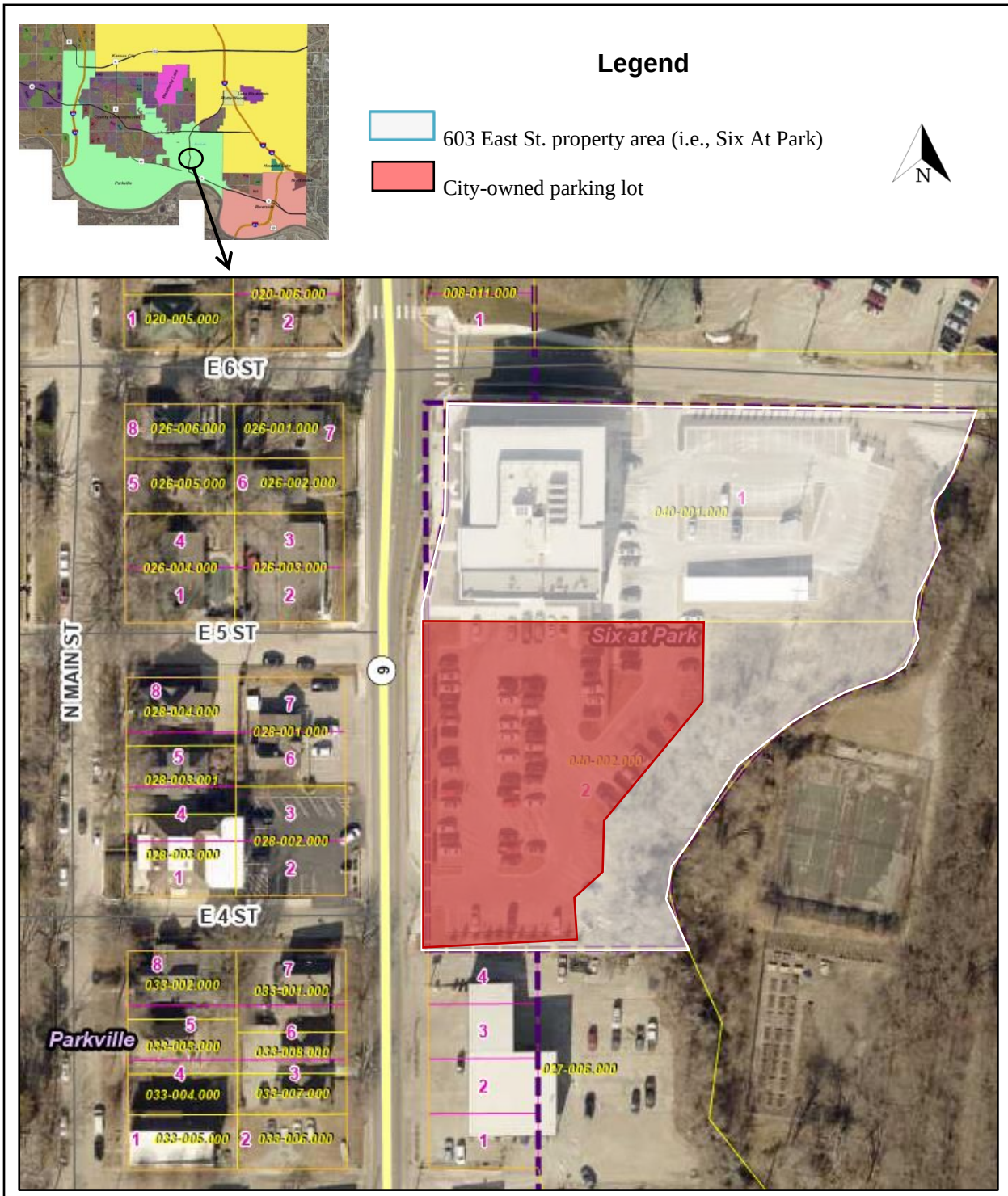
By:  _____
Name: Steven D. Foutch
Title: Manager

PARK UNIVERSITY:

PARK UNIVERSITY, a Missouri nonprofit
corporation

By:  _____
Name: Michael Beach
Title: CFO

Subject Area Property Map





8201 NW 97th Terrace
Kansas City, Missouri 64153
(816) 746-9100
www.foutchbrothers.com



603 EAST STREET
PARKVILLE, MISSOURI 64152

SITE PLAN

Page 287 of 404

PARCEL #20-7.0-35-100-027-002.000
PARKVILLE LOT 3 AND 4 BLK 20

PARCEL #20-7.0-35-100-027-003.000
PARKVILLE LOTS 1 AND 2 PLUS 20 FT TO E OF LOTS 1 AND 2 BLK 20

PARCEL #20-7.0-35-100-027-011.000
BEG. AT NE COR OF LOT 4 BLK 11 TH E 316 FT TO CENTER OF WHITE ALOE BRANCH CREEK TH SWERLY ALONG CREEK 160 FT TH W 250 FT TH N 80 FT TH W 20 FT TH N 80 FT TO POB

LOT 2

VEHICULAR PARKING COUNT:

REQUIRED -	3 PER 1,000 sf
	171 STALLS (INCLUDING ADA) 3 PER 1,000 sf
PROVIDED -	177 STALLS (INCLUDING ADA)

REQUIRED -	10% OF REQUIRED PARKING STALLS
	17 STALLS
PROVIDED -	18 STALLS
	INSTALL "INVERTED-U" BIKE RACK AT ALL STALL LOCATIONS.
	COORDINATE PRODUCT SELECTIONS WITH ARCHITECT.

PROVIDED AT A SPACING OF 30'-0". FINAL SPECIES OF STREETS SHALL BE COORDINATED WITH CITY REQUIREMENTS (2 SPECIES OF TREES SELECTED ; INSTALL EVERY OTHER)

REFER TO CIVIL DRAWINGS

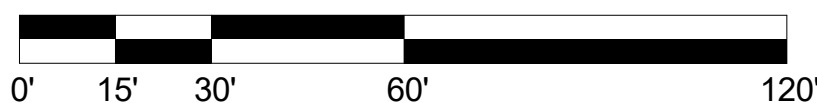
REFER TO CIVIL DRAWINGS

STREETFRONT ACCENT FIXTURES:
 INSTALLED BY KP&P - COORDINATE ALL REQUIRED BASE WORK WITH THEIR DESIGN TEAM.
 10,000 LUMEN LED DECORATIVE LUNARAIRES. FIXTURE SELECTION TO MATCH EXISTING
 DECORATIVE STREETLIGHTS THROUGHOUT DOWNTOWN PARKVILLE.
 MOUNTED ON 14'-0" TALL DECORATIVE KP&P POLES
 COORDINATE WORK WITH PARKVILLE'S "DOWNTOWN STREET LIGHTING IMPROVEMENT"
 DRAWING SET.

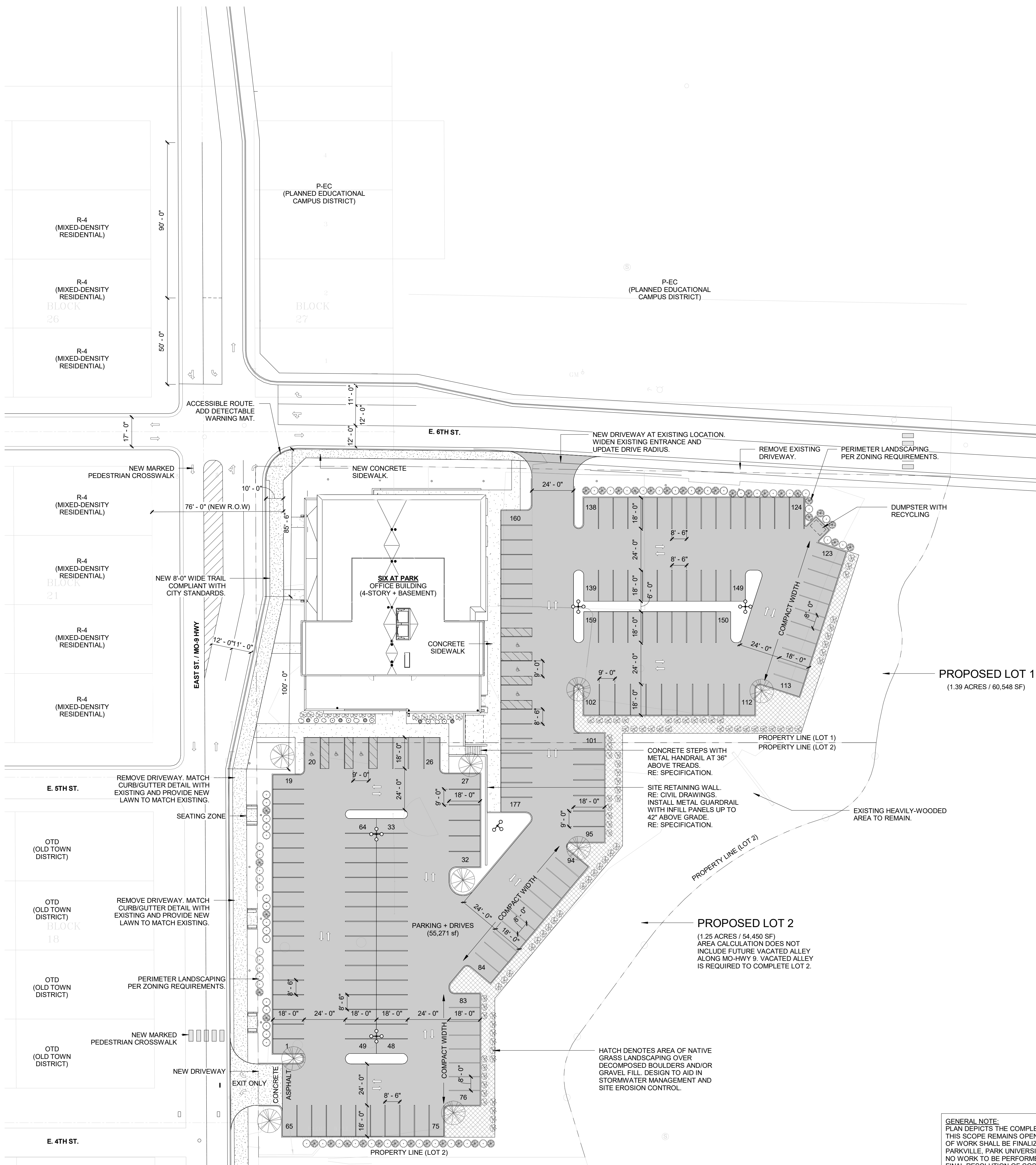
PARKING LOT FIXTURE:
RAB LED TYPE-V (SQUARE) AREA LIGHT
'ALED5S150N'
FIXTURE LAYOUT VARIES BY LOCATION, REFER TO PLAN
MOUNTED AT 30'-0"

1. DESIGN IS PENDING FINAL RESOLUTION TO RIGHT-OF-WAY REQUIREMENTS
ALONG WEST AND NORTH PROPERTY LINES. COORDINATE FINAL DESIGN AND ANY
ADDITIONAL WORK WITH ARCHITECT PRIOR TO CONSTRUCTION.
2. COORDINATE TO PROJECT ENGINEER BUILDING LOCATION PER PLAN AND CIVIL DRAWINGS
3. SITE DEMOLITION IS NOT DEPICTED FOR CLARITY. SITE VISIT IS REQUIRED TO
UNDERSTAND ALL DEMOLITION SCOPES. REMOVE ALL BRUSH AND OVERGROWTH
INCLUDING MISCELLANEOUS DEBRIS AND TRASH THROUGHOUT THE SITE.
4. COORDINATE ALL WORK WITH ARCHITECT AND MEP SITE DRAWINGS. NOTIFY ARCHITECT
IF DISCREPANCIES OCCUR BETWEEN DRAWINGS.
5. INSPECT CONDITION OF ALL CURBS, STRUCTURES, SURFACES, AND OTHER SITE
ITEMS SCHEDULED TO REMAIN. NOTIFY ARCHITECT WHERE ADDITIONAL REPAIR
OR REPLACEMENT IS REQUIRED.
6. EXISTING STORM AND SANITARY ATTACHED CURBS SHALL REMAIN INTACT. PROTECT
THROUGHOUT CONSTRUCTION.
7. SLOPE ALL NEW PARKING AND LANDSCAPING AROUND AROUND FROM FACE OF BUILDING.
8. INSTALL STEEL EDGING STRIPS AT ALL LANDSCAPE TRANSITIONS AND AT ALL
CUTS/BACKFILL ROADS TO PREVENT EROSION AND SPILLAGE OF MATERIALS.
9. COORDINATE NEW PARKING STALL SIGNAGE AND PARKING BLOCKS WITH
ARCHITECT AND SPECIFICATIONS.
10. SITE PAVING TO INCLUDE PAINTED HANDICAP MARKINGS, STALL STRIPING,
DIRECTIONAL ARROWS, AND COMPACT CAR MARKINGS.
11. COORDINATE WITH ELEVATIONS FOR WORK ASSOCIATED WITH THE BUILDING
EXTERIOR.
12. PREPARE ALL AREAS OF NEW PLANTING OR SOFTSCAPE WITH TOP SOIL, IN
CONDITION FOR CONTINUED AND HEALTHY PLANT GROWTH.
13. COORDINATE WITH ARCHITECT FOR CURB AND GUTTER PROFILE, HEIGHT, AND
DEPTH OF EXISTING SITE WORK. COORDINATE AT ALL LOCATIONS WHERE NEW
WORK MEETS EXISTING CONCRETE SECTIONS SCHEDULED TO REMAIN.
14. ALL BUILDING BASE TO HARDSCAPE TRANSITIONS SHALL HAVE AN EXPANDED
CUTS/BACKFILL ROAD TO PREVENT EROSION AND SPILLAGE OF MATERIALS. TYPICAL JOINT SHALL
HAVE A MINIMUM OF 1/2" WIDE BITUMINOUS JOINT FILLER INSTALLED.
15. COORDINATE WITH SPECIFICATIONS.
16. ALL GRADED AREAS TO RECEIVE EROSION CONTROL FOR A FULL 4-WEEKS AFTER
GRASS SEED GERMINATION.
17. PROTECT ALL STORM SEWERS WITH EROSION CONTROL - COORDINATE WITH
CIVIL DRAWINGS AND NOTES.

A1 - OFFICE AREA		
Level	Name	Area
00_GROUND FLOOR	OFFICE (LEASABLE)	6418 SF
01_FIRST FLOOR	OFFICE (LEASABLE)	10462 SF
02_SECOND FLOOR	OFFICE (LEASABLE)	11550 SF
03_THIRD FLOOR	OFFICE (LEASABLE)	10730 SF
04_FOURTH FLOOR	OFFICE (LEASABLE)	8649 SF
TOTAL		47808 SF



SCALE: 1" = 30'-0"



GENERAL NOTE:
PLAN DEPICTS THE COMPLETION OF ALL TURN LANES.
THIS SCOPE REMAINS OPEN AS EXTEND AND TIMELINE
OF WORK SHALL BE FINALIZED BETWEEN MODOT,
PARKVILLE, PARK UNIVERSITY, AND THE DEVELOPER.
NO WORK TO BE PERFORMED ALONG MO-9HWY UNTIL
FINAL RESOLUTION OF COST AND SCOPE.

Rendering of Six At Park

(view looking southeast towards west façade of proposed commercial office building)



Note: 36" tall masonry accent wall along MO-9 Hwy frontage will be divided to include pedestrian seating zones

PARKING USE AGREEMENT

THIS PARKING USE AGREEMENT (hereinafter referred to as "Agreement") is made and entered into on this 15th day of May, 2018 (the "Effective Date"), by the CITY OF PARKVILLE, MISSOURI, a Missouri municipal corporation (the "City") and SIX AT PARK, LLC, a Missouri limited liability company, ("Six") (hereinafter referred to collectively as the "Parties" and individually as a "Party").

RECITALS

WHEREAS, the City is a fourth class city incorporated and exercising governmental functions and powers pursuant to the Constitution and the Statutes of the State of Missouri, with its principal office located at City Hall, 8880 Clark Avenue, Parkville, Missouri 64152;

WHEREAS, Six is a limited liability company in Missouri engaged in the business of real estate development with offices at 8201 NW 97th Terrace, Kansas City, Missouri 64153;

WHEREAS, Six has submitted an application to the City to redevelop and build a commercial building, a private parking lot and public parking lot on the real property owned by Park University situated on six (6) lots south of Sixth Street and Highway 9 in Parkville, Missouri, also known as parcel numbers 20-7.0-35-100-027-002.000 and 20-7.0-35-100-027-003.000 (the "Building Lot"), parcel number 20-7.0-35-100-027-011.000 (the "Existing Parking Lot") and parcel numbers 20-7.0-35-100-027-004.00, 20-7.0-35-100-027-005.000 and 20-7.0-35-100-027-005.001, legally described in the attached Exhibit A (the "City Parking Lot") (hereinafter the Building Lot, Existing Parking Lot and City Parking Lot collectively referred to as the "Project");

WHEREAS, to allow adequate parking for the Project and add additional public parking, the City will enter into a lease with Park University for the lease, development and construction of ninety-nine (99) parking spaces within the City Parking Lot;

WHEREAS, Six desires to enter into an agreement with the City to allow Six to use and maintain the City Parking Lot for the Project and the City desires to enter into an agreement with Six to allow Six to use and maintain the City Parking Lot.

NOW, THEREFORE, in consideration of the mutual promises and covenants herein contained, the Parties hereto hereby agree as follows:

1. Grant. The City hereby grants to Six the exclusive right to access, enter, occupy and use eighty-three (83) parking spaces within the City Parking Lot for the use of Six, the Project, its tenants, staff, guests, invitees and visitors.

2. Term. The term of this Lease ("Term") shall commence on the Effective Date and expire at 11:59 p.m. on the date which is ninety-nine (99) years after the Effective Date (the "Expiration Date").

3. Undertakings by the City.

a. The City shall enter into a long-term Ninety-Nine (99) year lease with Park University for the lease of the City Parking Lot.

b. The City shall provide and pay for all capital improvements on the City Parking Lot after it has been constructed and placed into operation.

c. After the improvements to the City Parking Lot have been completed, the City shall allow the unreserved parking spaces in the City Parking Lot to be used by the public for a fee during the weekday from 7:00 AM until 5:00 PM, excluding Holidays and used by the public for no charge after 5:00 PM during the weekday, Holidays and all day on the weekends. The amount of the fee shall be determined by the City.

d. The City shall manage a public parking permit system to allow the public to purchase daily or monthly parking permits.

e. The City understands and agrees that Six's use of the eighty-three (83) parking spaces in this Agreement along with the fifty-five (55) parking spaces in the Existing Parking Lot helps to satisfy the parking requirements for the Project under the B-2-P Planned General Business District zoning.

f. The City represents and warrants that no other agreement (recorded or unrecorded) nor any provision of state or local law exists as of the Effective Date that would either (i) prohibit the City from entering into this Agreement; or (ii) prohibit or interfere with Six's full enjoyment and/or use of the rights granted to Six by this Agreement.

4. Undertakings by Six.

a. Six shall provide ongoing maintenance of the improvements to the City Parking Lot, which includes landscaping, snow removal, striping and maintaining the gates.

b. Except as provided in this Agreement, the City shall enforce parking regulations as set forth in Section 355.025 of the Municipal Code.

c. Six has the right to place signs upon or within the City Parking Lot, provided such signs shall be approved by the City. Six shall maintain all signs upon or within the City Parking Lot in good condition and repair. All signs shall comply with applicable ordinances or restrictions, which compliance shall be the responsibility of Six.

d. Six agrees to make its own arrangements, at Six's sole cost and expense, for, and Six shall pay or cause to be paid before delinquency all charges, claims, or liens of

electricity, and any other commodities or services furnished to or for the City Parking Lot, or any part thereof, during the Term of this Agreement.

e. Upon request by the City, Six agrees to make available for the public the use of Six's private parking spaces for public events, provided such request will be only for times outside of regular business hours, as set forth in Section 3c.

5. Modifications to the Parking Lot. The City reserves the right to modify the City Parking Lot in accordance with the Parkville Downtown Vision Plan attached hereto as Exhibit B. Any modification to the City Parking Lot will not result in a reduction of the number of leased parking spaces leased as set forth in this Agreement, provided the City has the right to relocate parking spaces to an adjacent parking lot.

6. Insurance. Six is hereby advised and understands that the personal property of Six is not insured by the City for either damage or loss, and the City assumes no liability for any such loss. Six agrees to procure sufficient general liability insurance naming the City as an additional insured, along with Six, during the term of this Agreement for injury, death or property damage claims occurring on or about the City Parking Lot or arising out of Six's use or occupation thereof. Six will provide proof of such insurance to the City upon the issuance or renewal of such insurance.

7. Indemnification. Six shall hold harmless, indemnify and defend, at its own expense, the City, its elected and appointed officials, officers, employees and agents from and against any and all claims, damages, injuries, liabilities, actions, fines, penalties, costs and expenses (including reasonable attorney fees), arising out of Six's use under this Agreement, including but not limited to claims by Six employees, invitees and third parties, except for those damages caused by the negligence or willful misconduct of the City, its elected or appointed officials, officers, employees or agents; provided, if a claim is caused by or results from the concurrent negligence or willful misconduct of the parties, this indemnification shall be valid and enforceable only to the extent of the negligence or willful misconduct of Six.

8. Default. Failure or delay by either party to perform any term or provision of this Agreement, if not cured within thirty (30) days after receiving written notice of such failure or delay, constitutes a default under this Agreement. In the event of such a default, the non-defaulting party may avail itself of any remedy provided or available at law or in equity, provided, however, the City agrees that while the Six at Park building is operational it shall have no rights whatsoever to terminate this Agreement as the result of a default by Six.

9. Further Assurances. If at any time after the Effective Date any further action is necessary or desirable to carry out the purposes of this Agreement, each Party shall take such further action as the other Party reasonably requests.

10. Supplemental Covenants. No private agreement shall be entered into that overrides this Agreement. The City and Six each represents to the other that they have full power and authority to execute this Agreement and that the person signing this Agreement has been duly

authorized to sign on behalf of such party and such party has the right to consent to the matters set forth herein.

11. Notices. Any notice, approval, request or consent required by or asked to be given under this Agreement shall be deemed to be given if it is in writing and mailed by United States mail, postage prepaid, or delivered by hand, and addressed as follows:

If to Six at Park: Six At Park, LLC
8201 NW 97th Terrace
Kansas City, MO 64153
Attention: Steven D. Foutch
Email: steve@foutchbrothers.com

With a copy to: Foutch Brothers, LLC
8201 NW 97th Terrace
Kansas City, MO 64153
Attention: Karla R. Jones-Wilson, Esq.
Email: karla@foutchbrothers.com

If to City: City of Parkville, Missouri
8880 Clark Avenue
Parkville, Missouri 64152
Attn: City Administrator
Email: JParente@parkvillemo.gov

With a copy to: Williams & Campo, P.C.
400 SW Longview Boulevard, Suite 210
Lee's Summit, Missouri 64081
Attn: Chris Williams
Email: cwilliams@publiclawfirm.com

Each party may specify that notice be addressed to any other person or address by giving to the other party ten (10) days prior written notice thereof.

12. Attorneys Fees. Should any Party be forced to bring an action to enforce the terms of this Agreement, the prevailing party shall be entitled to recover reasonable attorney's fees, costs and expenses incurred therein.

13. Entire Agreement. This Agreement, including the attachments mentioned in the body as incorporated by reference, sets forth the entire agreement between the Parties with regard to the subject matter hereof. All prior agreements, representations and warranties, express or implied, oral or written, with respect to the subject matter hereof, are hereby superseded by this Agreement. This is an integrated agreement.

14. Headings. The section headings contained in this Agreement are inserted for convenience of reference only and shall not affect the meaning or interpretation of this Agreement.

15. Binding Effect. This Agreement shall be binding upon and inure to the benefit of the parties, their heirs, successors and assigns, even though assignment is not permitted under the terms of this Agreement without the consent of all parties hereto.

16. Severability. If any term or provision of this Agreement or the performance thereof shall be invalid or unenforceable to any extent, such invalidity or unenforceability shall not effect or render invalid or unenforceable any other provision of this Agreement, and this Agreement shall be valid and enforces to the fullest extent permitted by law.

17. Successors and Assigns. This Agreement may not be assigned by any party hereto without prior written consent of all other party. No assignment, unless specifically provided for in the consent thereto, shall relieve the assigning party of any liability hereunder. This Agreement shall be binding upon the parties hereto and their heirs, successors and permitted assigns.

18. Amendment and Waiver. No provision of this Agreement may be amended or waived unless it is set forth in writing and, if an amendment, signed by all parties hereto, and if a waiver, signed by those parties whose rights are adversely affected by the waiver. Waiver of any provision of this Agreement or of any breach hereof shall be a waiver of only the specific provision or breach and shall not be deemed a waiver of any other provision or any future breach.

19. Counterparts; Facsimile Signatures. This Agreement may be executed in any number of counterparts, all of which shall be taken to be one and the same instrument, for the same effect as if all Parties hereto had signed the same signature page. Receipt of an executed signature page to this Assignment by facsimile or other electronic transmission shall constitute effective delivery thereof.

20. Governing Law. This Agreement shall be interpreted under and governed by the laws of the state of Missouri without giving effect to the choice of laws rules thereof.

21. Termination. This Agreement shall terminate upon the full and complete performance and satisfaction by each Party of all of its obligations under this Agreement or any other instrument referred to herein requiring performance.

[Remaining Page Intentionally Left Blank.]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives the day and year first above written.



CITY OF PARKVILLE, MISSOURI

By: Nanette K. Johnston
Nanette K. Johnston, Mayor

Attest:

Melissa McChesney
City Clerk

Approved as to form:

J. C. [Signature]
City Attorney

SIX AT PARK, LLC,
a Missouri limited liability company

By: Steven D. Bouch
Steven D. Bouch, Manager

EXHIBIT A

LEGAL DESCRIPTION OF REAL PROPERTY

All that part of vacated 5th Street lying between Lot 1, Block 20 and Lot 4, Block 19, PARKVILLE, a subdivision in the City of Parkville, Platte County, Missouri being described as follows: Beginning at the Southwest corner of said Lot 1, Block 20, said point being on the North right of way line of 5th Street and the East right of way line of 9 Highway; thence N 89 degrees 59' 45" E along the South line of said Lot 1 and the North right of way line of 5th Street, a distance of 80.00 feet to the Southeast corner of said Lot 1; thence S 00 degrees 15' 15" E, along the Southerly prolongation of the East line of said Lot 1, a distance of 40.00 feet to the Northeast corner of said Lot 4, Block 19, said point also being on the South right of way line of 5th Street; thence S 89 degrees 59' 45" W, along the North line of said Lot 4, Block 19 and the South right of way line of 5th Street, a distance of 80.00 feet to the Northwest corner of said Lot 4, said point also being on the East right of way line of 9 Highway; thence N 00 degrees 15' 15" W, along said East right of way line, a distance of 40.00 feet to the point of beginning.

and

All of 60 feet off the East side of a tract of land 80 feet by 80 feet, adjoining on the East side of Lots 1 and 2, in Block 20, PARKVILLE, Missouri, as the same is marked and designated on the recorded plat thereof.

and

Beginning at the Northwest corner of Lot 4, Block 19, in the CITY OF PARKVILLE, Platte County, Missouri; thence South along the West line of Lot 4 and Lot 3, 60 feet; thence East parallel to the North line of Lot 3, 80 feet; thence North along the East line of Lot 3 and Lot 4, 60 feet; thence West along the North line of Lot 4, to the point of beginning.

and

Beginning at the Southeast corner of Block 20, of the CITY OF PARKVILLE, Platte County, Missouri; thence South 100 feet, to a point in the North line of the South one-half of Lot 3, Block 19, of the CITY OF PARKVILLE; thence West along said North line 80.0 feet, to a point on the West line of Lot 3, Block 19; thence South along said West line, 140.0 feet to a point on the North line of Block 12, CITY OF PARKVILLE; thence East along said North line 180.0 feet, to the White Aloe Branch; thence Northerly with the meandering of said Branch to a point due East of the Southeast corner of Block 20; thence West 276.0 feet, more or less to the point of beginning.

EXHIBIT B

PARKVILLE DOWNTOWN VISION PLAN

[see attached]

Recommendations

3.12 Redevelopment and Infill Recommendations

As has been identified in previous recommendation sections, there are several redevelopment and infill opportunities that exist within Downtown Parkville. What follows is a description of these opportunities and how they may benefit the long-term success of Downtown, along with supporting graphics and conceptual plans.

Redevelopment of East Street - East Side

The 9 Highway/East Street corridor, from 1st Street to 6th Street, represents an excellent redevelopment opportunity that could serve as a catalyst for future growth and investment in Downtown Parkville. Given its significance within the transportation network of Parkville, a reimagined East Street could improve community connectivity, create additional commercial critical mass by effectively doubling the Downtown commercial area, and safely and efficiently move vehicular and pedestrian traffic, while also helping 9 Highway fit better into the Downtown character desired by the community.

Multiple concepts for East Street Redevelopment have been created. Figures 3.76 illustrates what such a reimagined East Street might look like. Regardless of the specific redevelopment design of the area, key elements incorporated include:

1. The introduction of a roundabout at the intersection of 1st Street and 9 Highway as a way to efficiently control traffic through this major intersection, improve pedestrian crossings, and provide an ideal location for a significant gateway element that signals the arrival to Downtown Parkville.
2. Redevelopment of the road and streetscape from 1st Street to 6th Street to include consistent sidewalks, street trees, street lights and improved pedestrian crossings.
 - Road redevelopment is critical to the redevelopment of East Street/9 Highway.
 - Current posted speed restrictions are seldom followed.

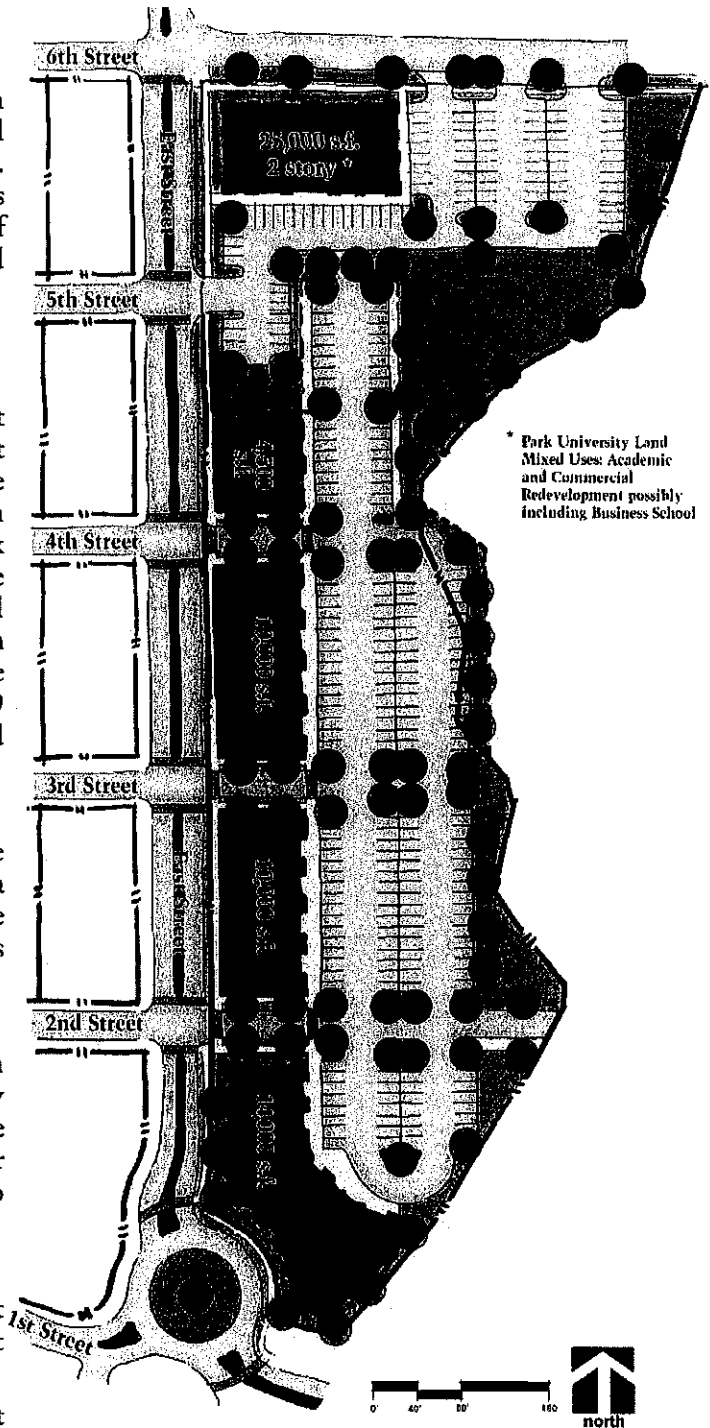


Fig. 3.76 – East Street Redevelopment Concept

- The design and function of the roadway will determine the development design of the redevelopment area to a large extent.
- A road designed to encourage speedy travel of vehicular traffic does not encourage connectivity of other modes of transportation, encourage Downtown character, or allow commercial buildings to face the street.
- A road designed to maintain current posted speed limits, while safely and efficiently moving traffic, can fit into the community's desired Downtown character and allow the safe crossing of pedestrians.
- Building facades will face their main parking field, unless they have a minimum of parking at their front entrance. A redeveloped East Street/9 Highway without on-street parking will ensure that the front entrance facades of the buildings will face east, away from the road.

3. The redevelopment area should adhere to the following standards.

- All redevelopment should reinforce the desired Downtown character in style of architecture, massing, scale, height, materials, and detailing.
- Redeveloped properties should be commercial or mixed-use in nature.
- Buildings should be oriented toward East Street with minimal street offsets and all parking should be located toward the rear of the properties.
- All redevelopment efforts should be coordinated with Park University. The University owns property at the north end of this redevelopment area, so it will be important to understand, accommodate, and complement its future plans.
- Shared parking for the development area is important to yield required parking.
- Connections to the White Alloe Creek Trail should be made.
- Pedestrian and vehicular connections to the university should be accomplished if possible.
- Install a pedestrian-activated crossing signal at 6th Street.



Fig. 3.77 – View of East Street/9 Highway, looking north, from the approximate location of the proposed roundabout.



Fig. 3.78 – Example of a roundabout that incorporates a combination of sculpture, monumentation and landscaping.



Fig. 3.79 – Examples of commercial or mixed-use developments with buildings oriented toward the street. This encourages pedestrian activity and creates a more inviting atmosphere for potential visitors.

Recommendations

Redevelopment of East Street - West Side

- Redevelopment of the properties along the west side of East Street, from 2nd Street to 6th Street.
 - Because of narrow lot depths on the west side of East Street/9 Highway, redevelopment of this area is more limited in nature.
 - Adaptive reuse of existing residential structures for commercial uses is possible.
 - Redevelopment of existing building sites would allow for single building commercial redevelopment or new residential uses.
 - Care must be taken to ensure that the character of development of new commercial and residential sites is in concert with the stated vision of reinforcing Downtown character. Narrow depth lots and side parking lots will make this a challenge.
 - The use of screening, materials, buildings, fencing and landscape on the street side edge of all development sites is critical to ensure redevelopment of properties fit in with the character of Downtown, particularly on abutting single-family uses.
- The ultimate design and function of the roadway will have a significant effect on redevelopment of properties.



Fig. 3.80 – Adaptive reuse of existing residential structures for commercial uses is common along Main Street and may be a solution for properties along the west side of East Street.



Fig. 3.81 – Attached townhomes or detached rowhomes could be incorporated into the redevelopment of the west side of East Street. Designed properly, they would increase density, while maintaining or even adding to the charm of Downtown.

**CITY OF PARKVILLE
Policy Report**

Date: November 23, 2022

Prepared By:

Stephen Lachky, Community Development
Director

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Adopt an ordinance to approve the second amendment to the Creekside Tax Increment Financing Plan and Projects - Case No. TIF 2022-01; Parkville Development 38, LLC; Parkville Development 50, LLC; Parkville Development 140, LLC; Parkville Development VVI, LLC, applicant (Community Development)

BACKGROUND:

In late summer / early fall of 2018, the applicant submitted applications for a preliminary development plan for a multi-phased project known as "Creekside" along the I-435 and Highway 45 corridor (see Attachments 23-33 by reference). The Board of Aldermen approved preliminary development plans for the southeast and northwest quadrants on November 6, 2018, and for the southwest quadrant on December 18, 2018 (see Attachments 50-60 by reference). The Creekside proposal includes the following preliminary development plans:

- The Meadows At Creekside – a planned residential development consisting of 101 single-family homes, 96 townhome units and 216 apartment units on the southeast quadrant of the interchange (43.24 acres, more or less).
- Old Town At Creekside – a planned commercial development consisting of 13 lots for six restaurants, two mixed-use retail buildings with 100 apartment units, one café, one grocery/market, one hotel and one bank on the southeast quadrant of the interchange (38.12 acres, more or less).
- The Woods At Creekside & Creekside Village – a planned residential development consisting of 118 single-family homes and 176 townhome units in 44 buildings on the northwest quadrant of the interchange (34.65 acres, more or less).
- Creekside Commons – a planned commercial development consisting of 10 lots for three hotels, two restaurants, one quick-serve restaurant, one gas station, one pharmacy/medical office, one mixed-use retail building with 50 apartment units and six tournament quality youth baseball & softball fields on the northwest quadrant of the interchange (82.75 acres, more or less).
- Creekside Industrial – A planned industrial development consisting of 29 pad sites for office/service and industrial uses on the southwest quadrant of the interchange (49.01 acres, more or less).

CREEKSIDE TIF PLAN:

On December 27, 2018, an Application for Tax Increment Financing (TIF) was submitted to the City (see Attachment 2 by reference) along with the Creekside TIF Plan (see Attachment 3 by reference).

The plan proposes constructing the Creekside preliminary development plans listed above by establishing 14 separate Redevelopment Project Areas (titled A through N) totaling 124 acres, more or less. Estimated total project costs for all five of the Creekside preliminary development plans are approximately \$335 million, and the Creekside TIF Plan seeks approximately \$52 million in reimbursable project costs through TIF assistance and other mechanisms (see Attachment 3, Exhibit 4 by reference). The Creekside TIF Plan anticipates that construction of the Redevelopment Project Areas will commence in 2019 and is expected to have its phases completed by 2025.

On February 26, 2019, a public hearing was held at the meeting of the Parkville TIF Commission, where the Commission recommended approval of Resolution No. TIF 2019-01 by a vote of 7-4 (see Attachment 10 by reference). On March 19, 2019 the Board of Aldermen approved the first reading of an ordinance approving the Creekside TIF Plan, Projects, and Redevelopment Area, making specific findings, and designating the developer for Projects A through N. Additionally, that evening the Board of Aldermen approved the first reading of ordinances to approve Redevelopment Project Areas A, B, C, D, E, F, G, H, I, J, K, L, M, and N of the Creekside TIF Plan as redevelopment projects and to adopt tax increment financing therein. The second reading of an ordinance to approve the Creekside TIF Plan was approved by the Board of Aldermen on April 2, 2019 (see Attachment 12 by reference), and a redevelopment agreement with the City was approved by the Board of Aldermen on April 23, 2019 (see Attachment 13 by reference). To-date, several development projects have been approved by the Planning and Zoning Commission, constructed and completed by the applicant, including:

- The Meadows At Creekside
 1. Apartments (216 apartment units), townhomes (80 units; maintenance provided) and single-family homes (124 units) are currently under construction and for sale.
- Old Town At Creekside
 1. Anytime Fitness constructed and open
 2. Bubbles Liquor constructed and open
 3. Ten and Two Coffee constructed and open
 4. Johnny's Tavern constructed and open
 5. Mixed-use buildings (retail on the 1st floor and class-A apartments above) with green space for stage and yard games constructed and open
 6. Taco Bell drive-thru restaurant constructed and open
 7. Retail building under construction
 8. BBQ restaurant under construction
 9. Wells Bank under construction
- The Woods At Creekside & Creekside Village
 1. Single-family homes (118 units) and townhomes (44 units) are currently under construction and for sale
- Creekside Commons
 1. Ballfields At Creekside completed in 2019 and operating tournaments (estimated 1 million visitors for 2022)
 2. The Station gas station & convenience store constructed and open
 3. Burger King drive-thru restaurant constructed and open
 4. Creekside Hotel constructed and open
- Creekside Industrial
 1. Capital Electric Line Builders, Inc. (72,800 sq. ft. headquarters for office, warehouse and shop uses) constructed and open

FIRST AMENDMENT:

On August 24, 2021, the First Amendment to the Creekside TIF Plan was submitted to the City (see Attachment 4 by reference). The First Amendment proposes reconfiguring the boundaries of certain project areas within the existing Redevelopment Area, and subdivide certain project areas that previously encompassed multiple proposed lots into smaller separate project areas for each proposed lot. **In summary, the original Creekside TIF Plan has 14 Redevelopment Project Areas; whereas, the First Amendment has 22 Redevelopment Project Areas.** The change is necessary to update and correct the legal descriptions of lots which are now legally platted lots, and to subdivide larger Redevelopment Project Areas as contemplated and described in the approved TIF plan. **No changes were proposed to the project budget, reimbursable project costs, or land uses included in the Creekside TIF Plan.** Additionally, there is no impact to the Board of Aldermen's previously determined TIF Act statutory findings.

On September 23, 2021, a public hearing was held at the meeting of the Parkville TIF Commission, where the Commission recommended approval of Resolution No. TIF 2021-01 by a vote of 6-0 (see Attachment 9 by reference). On October 19, 2021 the Board of Aldermen approved an ordinance approving the First Amendment to the Creekside TIF Plan, Projects and Redevelopment Area, making specific findings, and designating the developer for Projects A through N (see Attachment 14 by reference). Additionally, that evening, the Board of Aldermen approved the first reading of ordinances to approve Redevelopment Project Areas A-1, A-2, B, C-1, C-2, C-3, C-4, C-5, C-6, C-7, D, E, F, G, H, I, J, K, L-1, L-2, M, and N of the First Amendment to the Creekside TIF Plan as redevelopment projects and to adopt tax increment financing therein.

SECOND AMENDMENT:

The Second Amendment to the Creekside Tax Increment Financing Plan proposes reconfiguring the boundaries of certain project areas within the existing Redevelopment Area, and subdivide certain project areas that previously encompassed multiple proposed lots into smaller separate project areas for each proposed lot (see Attachment 2). **In summary, the First Amendment to the Creekside TIF Plan has 22 Redevelopment Project Areas; whereas, the Second Amendment has 24 Redevelopment Project Areas.** The change is necessary to update and correct the legal descriptions of lots which are now legally platted lots, and to subdivide larger Redevelopment Project Areas as contemplated and described in the approved TIF plan. **No changes are being made to the project budget, reimbursable project costs, or land uses included in the First Amendment to the Creekside TIF Plan.** Additionally, there is no impact to the Board of Aldermen's previously determined TIF Act statutory findings.

PUBLIC COMMENTS:

The Community Development Department did not receive any public comments prior to the public hearing at the TIF Commission meeting on November 22, 2022. No members of the public provided comments during the public hearing.

BUDGET IMPACT:

With the exception of application and permit fees collected, there is no immediate budget impact. Long-term impacts would be realized from changes in property taxes and sales taxes collected from the site and proposed development, and impacts to the same for area properties and other businesses.

ALTERNATIVES:

1. Approve the first and second reading of an ordinance approving the second amendment to the Creekside TIF Plan and Projects, as recommended by staff and the TIF Commission.
2. Approve the first and second reading of an ordinance approving the second amendment to the Creekside TIF Plan and Projects, subject to other stated conditions.
3. Approve the first reading of an ordinance and postpone the second reading to December 20, 2022.
4. Deny the first reading of an ordinance.
5. 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.

TAX INCREMENT FINANCING COMMISSION RECOMMENDATION:

The Parkville TIF Commission convened on November 22, 2022, and held a public hearing to consider the application for the second amendment to the Creekside TIF Plan and Projects. City staff stated how the amendment is a simple request to cleanup line-work for the project areas in order to activate them logically.

Mike Svetlic (Commissioner) asked if the Creekside TIF Plan had met the expectations of City staff. Stephen Lachky (Community Development Director) responded that it has based on the original 2018 preliminary development plans approved by the city, vision of the development compared to the *Parkville Master Plan*, development schedule outlined in the Creekside TIF Plan, and development to-date.

Mike Svetlic (Commissioner) asked if there are any ramifications to the taxing jurisdictions based on the proposed Second Amendment. Stephen Lachky (Community Development Director) responded there are not, and elaborated that cleaning up the project boundaries could potentially benefit the taxing jurisdictions by helping the collected increment pay off the development faster, which in turn would allow for property taxes to be collected by the taxing jurisdictions sooner than the 23-year timeframe.

Michael Sobba (Commissioner) asked if a looming recession in 2023 would impact the progress of Creekside. Brian Mertz (Applicant) responded he's seeing pullback in the economy on the retail side, as well as on the grocery side, since they're both dependent on employment. He also stated that the COVID pandemic resulted in two hotel developments being withdrawn from Creekside.

Chris Cline (Commissioner) asked if the current Creekside Hotel takes care of room demand from the Creekside Baseball Complex. Brian Mertz (Applicant) said that it does not, explaining how the existing hotel has 92 rooms and over the summer it averages 85% occupancy. Brian said that additional demand goes to two hotels over in The Legends in Kansas City, Kan. as well as to two-to-three hotels by the Kansas City International Airport in Kansas City, Mo. He said that hotel room demand should continue to grow over time.

Michael Sobba (Commissioner) asked how many visitors the Creekside Baseball Complex has seen this year. Brian Mertz (Applicant) responded that the complex opened in March 2020 and received approximately 600,000-700,000 visitors that year; and that in 2022 the complex has seen about 800,000 visitors so far.

At the conclusion of their meeting the TIF Commission, by a unanimous vote of 7-0, approved a Resolution recommending that the Board of Aldermen approve the Second Amendment to the Creekside TIF Plan and the reconfigured redevelopment projects and project areas included therein (see Attachment 3).

STAFF RECOMMENDATION:

Staff recommends approval of the Second Amendment to the Creekside Tax Increment Financing Plan and Projects based on staff's analysis and recommendation from the TIF Commission.

POLICY:

SUGGESTED MOTION:

I move to approve Bill No. 3221, an ordinance approving the second amendment to the Creekside Tax Increment Financing Plan and the reconfigured redevelopment projects and project areas included therein, on first reading.

I move to approve Bill No. 3221, an ordinance approving the second amendment to the Creekside Tax Increment Financing Plan and the reconfigured redevelopment projects and project areas included therein, on second reading to become Ordinance No. ____

ATTACHMENTS:

1. Ordinance
2. Second Amendment
3. Exhibit 3
4. TIF Resolution
5. Applicant Presentation

AN ORDINANCE APPROVING THE SECOND AMENDMENT TO THE CREEKSIDE TAX INCREMENT FINANCING PLAN

WHEREAS, on April 2, 2019, the Board of Aldermen of the City of Parkville, Missouri (the "City") adopted Ordinance No. 2988 approving the Creekside Tax Increment Financing Plan (the "Redevelopment Plan", all pursuant to the provisions of the Real Property Tax Increment Allocation Act, Sections 99.800 to 99.865, RSMo (the "Act"); and

WHEREAS, on October 19, 2021 the Board of Aldermen adopted Ordinance No. 3093 approving the First Amendment to the Creekside Tax Increment Financing Plan (the "First Amendment") to reconfigure the boundaries of and subdivide certain Redevelopment Project Areas as contemplated by and described in the previously approved Redevelopment Plan; and

WHEREAS, a proposed Second Amendment to the Creekside Tax Increment Financing Plan (the "Second Amendment") to reconfigure the boundaries of and subdivide certain Redevelopment Project Areas as contemplated by and described in the previously approved Redevelopment Plan was submitted to the Tax Increment Financing Commission for the City of Parkville, Missouri (the "Commission") for consideration; and

WHEREAS, notice of a public hearing on November 22, 2022, before the Commission to discuss the Second Amendment was provided in accordance with the provisions of the Real Property Tax Increment Allocation Act (Section 99.800 *et seq.*, RSMo); and

WHEREAS, a public hearing before the Commission was held on November 22, 2022, and at the public hearing all interested parties were provided with an opportunity to present evidence and testimony regarding the Second Amendment and, on said date, the Commission having heard and considered the objections, protests, comments and other evidence adduced at the public hearing, closed the public hearing and voted to adopt a resolution recommending to the Board of Aldermen that the Second Amendment to the Creekside Tax Increment Financing Plan and the reconfigured Redevelopment Projects and Project Areas included therein be approved and adopted; and

WHEREAS, the Board of Aldermen having considered the evidence and testimony submitted at the Commission public hearing and the recommendations of the Commission, desires to approve the Second Amendment.

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

Section 1. That the Second Amendment to the Creekside Tax Increment Financing Plan, a copy of which is attached hereto as Exhibit A, is hereby approved and adopted.

Section 2. This ordinance shall be in full force and effect from and after its passage by the Board of Aldermen and approval by the Mayor according to law.

PASSED and APPROVED this 6th day of December 2022.

ATTESTED:

Mayor Dean Katerndahl

City Clerk Melissa McChesney

Exhibit A

Second Amendment to the Creekside Tax Increment Financing Plan

[see attached]

SECOND AMENDMENT TO THE CREEKSIDE TAX INCREMENT FINANCING PLAN

PARKVILLE, MISSOURI

SUBMITTED BY:

**Parkville Development 38, LLC
Parkville Development 50, LLC
Parkville Development 140, LLC
Parkville Development VVI, LLC**

PREPARED BY:

Rouse Frets White Goss Gentile Rhodes, P.C.
4510 Belleview Avenue
Suite 300
Kansas City, Missouri 64111

**Original Plan Filed January 25, 2018, substituted by amendment February 20, 2019
First Amendment Filed August 24, 2021, substituted by amendment September 16, 2021
Second Amendment Filed October 18, 2022**

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EXHIBITS

Exhibit 1B Legal Description: Redevelopment Project Areas

Exhibit 3 Preliminary Site Plan

I. INTRODUCTION

This Second Amendment to the Creekside Tax Increment Financing Plan (the “Second Amendment”) shall amend the Creekside Tax Increment Financing Plan as approved by Ordinance No. 2988 on April 2, 2019 and as amended by the First Amendment approved by Ordinance No. 3093 on October 19, 2021 (the Creekside Tax Increment Financing Plan, as amended, shall hereinafter be referred to as the “Plan” or “Redevelopment Plan”).

The Second Amendment, if approved, will reconfigure the boundaries of certain project areas within the existing Redevelopment Area by replacing previously described metes and bounds legal descriptions with current platted legal descriptions and subdivide certain project areas that previously encompassed multiple proposed lots into smaller separate project areas for each proposed lot. More specifically, the legal descriptions for Redevelopment Project Areas C-1, C-2, C-7, and K are being updated with platted legal descriptions, and Redevelopment Project Area E is being subdivided into 3 smaller project areas labeled E-1 through E-3. This change is necessary to update and correct the legal descriptions of lots which are now legally platted lots, and to subdivide Redevelopment Project Area E as contemplated and described in section 1 – Introduction of the approved TIF Plan and section 5.A. of the Tax Increment Financing & Economic Development Contract executed between the Redeveloper and the City and approved by Ordinance No. 2993 on April 23, 2019. Please note that no changes are being made to the project budget, reimbursable project costs, or land uses included in the TIF Plan.

II. PLAN TEXT AMENDMENTS

The Redevelopment Plan shall be amended as follows:

1. **Amendment No. 1:** The fifth paragraph of Section I entitled Introduction shall be deleted in its entirety and replaced with the following: The TIF Plan is presented as

24 (twenty-four) separate Redevelopment Project Areas. A Redevelopment Project Area may be administratively subdivided upon the request of the Developer subject to the consent of the City Administrator who shall not unreasonably withhold his or her consent. The purpose of separating the site into distinct Redevelopment Project Areas is to permit the Developer to time the activation of tax increment financing for the various Redevelopment Project Areas within the multi-phased project.

III. PLAN EXHIBIT AMENDMENTS

2. **Amendment No. 2:** Delete Exhibit 1B, Legal Description of Redevelopment Project Areas, in its entirety and insert the revised Exhibit 1B, Legal Description of Redevelopment Project Areas, as attached hereto.
3. **Amendment No. 3.** Delete Exhibit 3, Preliminary Site Plan, in its entirety and insert the revised Exhibit 3, Preliminary Site Plan, as attached hereto.

EXHIBIT 1B
LEGAL DESCRIPTION:
REDEVELOPMENT PROJECT AREAS

REDEVELOPMENT PROJECT AREA A-1
LEGAL DESCRIPTION

LOT 1

92,780 SQUARE FEET – 2.130 ACRES

COMMENCING AT THE SOUTHEAST CORNER OF THE NORTH HALF OF THE SOUTHWEST QUARTER OF SAID NORTHEAST QUARTER; THENCE N 89°56'27" W, ALONG THE SOUTH LINE OF SAID NORTH HALF, 40.00 FEET TO A POINT ON THE WESTERLY NW BRINK-MYER ROAD RIGHT OF WAY LINE; THENCE N 00°12'58" E, ALONG SAID RIGHT OF WAY LINE, 520.31 FEET; THENCE DEPARTING SAID RIGHT OF WAY LINE, N 89°47'04" W, 757.16 FEET TO THE POINT OF BEGINNING; THENCE N 89°47'04" W, 21.78 FEET;

THENCE S 00°13'13" W, 500.41 FEET; THENCE N 89°47'00" W, 175.81 FEET; THENCE N 00°15'51" E, 469.30 FEET; THENCE N 47°19'19" E, 101.16 FEET; THENCE S 89°46'48" E, 123.35 FEET; THENCE S 00°32'48" W, 37.73 FEET TO THE POINT OF BEGINNING.

REDEVELOPMENT PROJECT AREA A-2
LEGAL DESCRIPTION

LOT 2 DESCRIPTION

42,239 SQUARE FEET – 0.970 ACRES

COMMENCING AT THE SOUTHEAST CORNER OF THE NORTH HALF OF THE SOUTHWEST QUARTER OF SAID NORTHEAST QUARTER; THENCE N 89°56'27" W, ALONG THE SOUTH LINE OF SAID NORTH HALF, 40.00 FEET TO A POINT ON THE WESTERLY NW BRINK-MYER ROAD RIGHT OF WAY LINE; THENCE N 00°12'58" E, ALONG SAID RIGHT OF WAY LINE, 520.31 FEET; THENCE DEPARTING SAID RIGHT OF WAY LINE, N 89°47'04" W, 757.16 FEET TO THE POINT OF BEGINNING; THENCE N 89°47'04" W, 21.78 FEET; THENCE S 00°13'13" W, 212.77 FEET; THENCE N 89°46'48" W, 175.59 FEET; THENCE N 00°15'51" E, 181.64 FEET; THENCE N 47°19'19" E, 101.16 FEET; THENCE S 89°46'48" E, 123.35 FEET; THENCE S 00°32'48" W, 37.73 FEET TO THE POINT OF BEGINNING.

**REDEVELOPMENT PROJECT AREA B
LEGAL DESCRIPTION**

LOTS 3, 4, AND 5 – MIXED USE IN THE SEQ
Approximately 5.88 ACRES

LOTS 1 AND 2 AND TRACT A, OLD TOWN AT CREEKSIDE – FIRST PLAT, A
SUBDIVISION IN PLATTE COUNTY, MISSOURI RECORDED AUGUST 21, 2019 BOOK
22, PAGE 51.

**REDEVELOPMENT PROJECT AREA C-1
LEGAL DESCRIPTION**

LOT 6
64,269 SQUARE FEET – 1.53 ACRES

LOT 4, OLD TOWN AT CREEKSIDE – SECOND PLAT, A SUBDIVISION IN THE CITY
OF PARKVILLE, PLATTE COUNTY, MISSOURI RECORDED MAY 5, 2020 BOOK 22,
PAGE 113.

**REDEVELOPMENT PROJECT AREA C-2
LEGAL DESCRIPTION**

LOT 7 – RETAIL STORE
54,080 SQUARE FEET – 1.14 ACRES

LOT 1, OLD TOWN AT CREEKSIDE – SIXTH PLAT, A SUBDIVISION IN THE CITY OF
PARKVILLE, PLATTE COUNTY MISSOURI, RECORDED OCTOBER 28, 2021 AT
BOOK 22 PAGE 306.

**REDEVELOPMENT PROJECT AREA C-3
LEGAL DESCRIPTION**

LOT 9 – RESTAURANT USES IN SEQ
Approximately 2.43 ACRES

LOT 3, OLD TOWN AT CREEKSIDE – FIRST PLAT, A SUBDIVISION IN PLATTE
COUNTY, MISSOURI RECORDED AUGUST 21, 2019 BOOK 22, PAGE 51

REDEVELOPMENT PROJECT AREA C-4
LEGAL DESCRIPTION

LOT 11 – RESTAURANT USE IN SEQ
35,649 SQUARE FEET – 0.81 ACRES

LOT 1, OLD TOWN AT CREEKSIDE – THIRD PLAT, A SUBDIVISION IN PLATTE COUNTY, MISSOURI RECORDED AUGUST 11, 2021, BOOK 22, PAGE 282.

REDEVELOPMENT PROJECT AREA C-5
LEGAL DESCRIPTION

LOT 11 – PADSITE IN SEQ
31,077 SQUARE FEET – 0.71 ACRES

LOT 2, OLD TOWN AT CREEKSIDE – THIRD PLAT, A SUBDIVISION IN PLATTE COUNTY, MISSOURI RECORDED AUGUST 11, 2021, BOOK 22, PAGE 282.

REDEVELOPMENT PROJECT AREA C-6
LEGAL DESCRIPTION

LOT 12
62,465 SQUARE FEET – 1.434 ACRES

ALL THAT PART OF THE OF THE NORTHEAST QUARTER OF SECTION 19, TOWNSHIP 51 NORTH, RANGE 34 WEST OF THE 5TH P.M., PLATTE COUNTY, MISSOURI, AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF THE NORTH HALF OF THE SOUTHWEST QUARTER OF SAID NORTHEAST QUARTER; THENCE N 89°56'27" W, ALONG THE SOUTH LINE OF SAID NORTH HALF, 40.00 FEET TO A POINT ON THE WESTERLY NW BRINK-MYER ROAD RIGHT OF WAY LINE; THENCE N 00°12'58" E, ALONG SAID RIGHT OF WAY LINE, 520.31 FEET; THENCE DEPARTING SAID RIGHT OF WAY LINE, N 89°47'04" W, 216.99 FEET; THENCE N 00°03'09" W, 655.12 FEET TO THE POINT OF BEGINNING; THENCE N 00°03'09" W, 80.67 FEET; THENCE NORTHWESTERLY ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 184.00 FEET, AN ARC LENGTH OF 289.03 FEET AND HAVING A CHORD WHICH BEARS N 44°46'48" W, 260.22 FEET; THENCE S 77°11'22" W, 77.62 FEET; THENCE S 89°26'50" W, 8.48 FEET; THENCE S 00°13'12" W, 53.06 FEET; THENCE S 00°37'36" E, 192.87

FEET; THENCE S 89°32'03" E, 265.63 FEET TO THE POINT OF BEGINNING.

**REDEVELOPMENT PROJECT AREA C-7
LEGAL DESCRIPTION**

LOT 13

72,445 SQUARE FEET – 2.38 ACRES

LOT 1, OLD TOWN AT CREEKSIDE – SEVENTH PLAT, A SUBDIVISION IN THE CITY OF PARKVILLE, PLATTE COUNTY, MISSOURI RECORDED DECEMBER 21, 2021 BOOK 22, PAGE 327.

**REDEVELOPMENT PROJECT AREA D
LEGAL DESCRIPTION**

LOT 10

126,106 SQUARE FEET – 2.895 ACRES

ALL THAT PART OF THE OF THE NORTHEAST QUARTER OF SECTION 19, TOWNSHIP 51 NORTH, RANGE 34 WEST OF THE 5TH P.M., PLATTE COUNTY, MISSOURI, AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF THE NORTH HALF OF THE SOUTHWEST QUARTER OF SAID NORTHEAST QUARTER; THENCE N 89°56'27" W, ALONG THE SOUTH LINE OF SAID NORTH HALF, 40.00 FEET TO A POINT ON THE WESTERLY NW BRINK-MYER ROAD RIGHT OF WAY LINE; THENCE N 00°12'58" E, ALONG SAID RIGHT OF WAY LINE, 520.31 FEET; THENCE DEPARTING SAID RIGHT OF WAY LINE, N 89°47'04" W, 216.99 FEET; THENCE N 00°03'09" W, 334.29 FEET TO THE POINT OF BEGINNING; THENCE N 00°03'09" W, 320.83 FEET; THENCE N 89°32'03" W, 265.63 FEET; THENCE S 00°37'36" E, 88.19 FEET; THENCE S 57°18'20" W, 332.96 FEET; THENCE S 03°20'29" W, 55.55 FEET; THENCE N 89°56'51" E, 548.39 FEET TO THE POINT OF BEGINNING.

**REDEVELOPMENT PROJECT AREA E-1
LEGAL DESCRIPTION**

LOT 8

184,071 SQUARE FEET – 2.79 ACRES

LOT 1, OLD TOWN AT CREEKSIDE – FIFTH PLAT, A SUBDIVISION IN THE CITY OF

PARKVILLE, PLATTE COUNTY, MISSOURI RECORDED JANUARY 25, 2022 BOOK 22
PAGE 335

REDEVELOPMENT PROJECT AREA E-2
LEGAL DESCRIPTION

LOT 8
184,071 SQUARE FEET – 0.69 ACRES

LOT 2, OLD TOWN AT CREEKSIDE – FIFTH PLAT, A SUBDIVISION IN THE CITY OF
PARKVILLE, PLATTE COUNTY, MISSOURI RECORDED JANUARY 25, 2022 BOOK 22
PAGE 335

REDEVELOPMENT PROJECT AREA E-3
LEGAL DESCRIPTION

LOT 8
----- SQUARE FEET – 0.746 ACRES

ALL THAT PART OF THE OF THE NORTHEAST QUARTER OF SECTION 19,
TOWNSHIP 51 NORTH, RANGE 34 WEST OF THE 5TH P.M., PLATTE COUNTY,
MISSOURI, AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF THE NORTH HALF OF THE
SOUTHWEST QUARTER OF SAID NORTHEAST QUARTER; THENCE N 89°56'27" W,
ALONG THE SOUTH LINE OF SAID NORTH HALF, 40.00 FEET TO A POINT ON THE
WESTERLY NW BRINK-MYER ROAD RIGHT OF WAY LINE; THENCE N 00°12'58" E,
ALONG SAID RIGHT OF WAY LINE, 520.31 FEET; THENCE DEPARTING SAID RIGHT
OF WAY LINE, N 89°47'04" W, 216.99 FEET TO THE POINT OF BEGINNING; THENCE
N 00°03'09" W, 334.29 FEET; THENCE S 89°56'51" W, 548.39 FEET; THENCE S
03°20'29" W, 233.59 FEET; THENCE S 20°18'20" E, 64.86 FEET; THENCE S 00°32'48"
W, 37.73 FEET; THENCE S 89°47'04" E, 540.17 FEET TO THE POINT OF BEGINNING.

LESS AND EXCEPT LOT 1, OLD TOWN AT CREEKSIDE – FIFTH PLAT, A
SUBDIVISION IN THE CITY OF PARKVILLE, PLATTE COUNTY, MISSOURI
RECORDED JANUARY 25, 2022 BOOK 22 PAGE 335.

LESS AND EXCEPT LOT 2, OLD TOWN AT CREEKSIDE – FIFTH PLAT, A
SUBDIVISION IN THE CITY OF PARKVILLE, PLATTE COUNTY, MISSOURI
RECORDED JANUARY 25, 2022 BOOK 22 PAGE 335.

REDEVELOPMENT PROJECT AREA F
LEGAL DESCRIPTION

LOT 14

135,562 sq. ft. 3.11 acres

PART OF THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 13, TOWNSHIP 51 NORTH, RANGE 35 WEST AND PART OF THE SOUTHWEST QUARTER OF SECTION 18, TOWNSHIP 51 NORTH, RANGE 34 WEST, IN PARKVILLE, PLATTE COUNTY, MISSOURI, BEING DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION 18; THENCE S00°45'15"W, ALONG THE WEST LINE OF SAID SOUTHWEST QUARTER, A DISTANCE OF 2093.13 FEET TO THE POINT OF BEGINNING OF THE TRACT OF LAND TO BE HEREIN DESCRIBED; THENCE S06°42'32"E, A DISTANCE OF 125.91 FEET; THENCE S16°53'42"W, A DISTANCE OF 285.58 FEET TO A POINT ON THE NORTHERLY RIGHT OF WAY LINE OF HIGHWAY 45; THENCE N61°07'17"W, ALONG SAID LINE, A DISTANCE OF 181.09 FEET; THENCE N69°39'08"W, CONTINUING ALONG SAID LINE, A DISTANCE OF 227.40 FEET; THENCE N00°44'51"E, A DISTANCE OF 236.57 FEET; THENCE S89°22'21"E, A DISTANCE OF 437.01 FEET TO THE POINT OF BEGINNING.

REDEVELOPMENT PROJECT AREA G
LEGAL DESCRIPTION

LOT 15

101,871 sq. ft. 2.34 acres

PART OF THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 13, TOWNSHIP 51 NORTH, RANGE 35 WEST AND PART OF THE SOUTHWEST QUARTER OF SECTION 18, TOWNSHIP 51 NORTH, RANGE 34 WEST, IN PARKVILLE, PLATTE COUNTY, MISSOURI, BEING DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION 18; THENCE S00°45'15"W, ALONG THE WEST LINE OF SAID SOUTHWEST QUARTER, A DISTANCE OF 2093.13 FEET; THENCE S06°42'32"E, A DISTANCE OF 125.91 FEET; THENCE S16°53'42"W, A DISTANCE OF 12.50 FEET TO A POINT ON THE NORTHERLY RIGHT OF WAY LINE OF HIGHWAY 45, SAID POINT ALSO BEING THE POINT OF BEGINNING OF THE TRACT OF LAND TO BE HEREIN DESCRIBED; THENCE S73°06'18"E, A DISTANCE OF 246.13 FEET; THENCE SOUTHEASTERLY ALONG A CURVE TO THE RIGHT BEING TANGENT TO THE LAST DESCRIBED COURSE, HAVING A RADIUS OF 200.00 FEET, AN ARC DISTANCE OF 93.91 FEET; THENCE SOUTHEASTERLY ALONG A CURVE TO THE LEFT BEING TANGENT TO THE LAST DESCRIBED CURVE, HAVING A RADIUS OF 700.00 FEET, AN ARC DISTANCE OF 41.75 FEET; THENCE S25°47'23"W, A DISTANCE OF 282.58 FEET TO A POINT ON THE NORTHERLY RIGHT OF WAY LINE OF HIGHWAY 45; THENCE N58°20'32"W, ALONG SAID LINE, A DISTANCE OF 114.15 FEET; THENCE N69°39'08"W, CONTINUING ALONG SAID LINE, A DISTANCE OF 200.00 FEET; THENCE N61°07'17"W, CONTINUING ALONG SAID LINE, A DISTANCE OF 21.15 FEET; THENCE N16°53'42"E, A DISTANCE OF 273.08 FEET TO THE POINT OF BEGINNING.

REDEVELOPMENT PROJECT AREA H

LEGAL DESCRIPTION

LOT 16

102,368 sq. ft. 2.35 acres

PART OF THE SOUTHWEST QUARTER OF SECTION 18, TOWNSHIP 51 NORTH, RANGE 34 WEST, IN PARKVILLE, PLATTE COUNTY, MISSOURI, BEING DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION 18; THENCE S00°45'15"W, ALONG THE WEST LINE OF SAID SOUTHWEST QUARTER, A DISTANCE OF 2033.08 FEET TO THE POINT OF BEGINNING OF THE TRACT OF LAND TO BE HEREIN DESCRIBED; THENCE S89°45'54"E, A DISTANCE OF 362.40 FEET; THENCE S31°32'43"E, A DISTANCE OF 135.93 FEET; THENCE S18°40'12"W, A DISTANCE OF 238.81 FEET; THENCE NORTHWESTERLY ALONG A CURVE TO THE RIGHT HAVING AN INITIAL TANGENT BEARING OF N49°37'03"W, A RADIUS OF 700.00 FEET, AN ARC DISTANCE OF 41.75 FEET; THENCE NORTHWESTERLY ALONG A CURVE TO THE LEFT BEING TANGENT TO THE LAST DESCRIBED CURVE, HAVING A RADIUS OF 200.00 FEET, AN ARC DISTANCE OF 93.91 FEET; THENCE N73°06'18"W, A DISTANCE OF 246.13 FEET; THENCE N16°53'42"E, A DISTANCE OF 12.50 FEET; THENCE N06°42'32"W, A DISTANCE OF 125.91 FEET TO A POINT ON THE WEST LINE OF SAID SOUTHWEST QUARTER; THENCE N00°45'15"E, ALONG SAID LINE, A DISTANCE OF 60.05 FEET TO THE POINT OF BEGINNING.

REDEVELOPMENT PROJECT AREA I

LEGAL DESCRIPTION

LOT 17

95,277 sq. ft. 2.19 acres

PART OF THE SOUTHWEST QUARTER OF SECTION 18, TOWNSHIP 51 NORTH, RANGE 34 WEST, IN PARKVILLE, PLATTE COUNTY, MISSOURI, BEING DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION 18; THENCE S00°45'15"W, ALONG THE WEST LINE OF SAID SOUTHWEST QUARTER, A DISTANCE OF 2033.08 FEET; THENCE S89°45'54"E, A DISTANCE OF 362.40 FEET; THENCE S31°32'43"E, A DISTANCE OF 135.93 FEET TO THE POINT OF BEGINNING OF THE TRACT OF LAND TO BE HEREIN DESCRIBED; THENCE N75°57'15"E, A DISTANCE OF 203.66 FEET; THENCE S14°02'45"E, A DISTANCE OF 20.09 FEET; THENCE SOUTHERLY ALONG A CURVE TO THE RIGHT BEING TANGENT TO THE LAST DESCRIBED COURSE, HAVING A RADIUS OF 450.00 FEET, AN ARC DISTANCE OF 306.42 FEET; THENCE S15°53'05"W, A DISTANCE OF 81.44 FEET; THENCE N74°06'55"W, A DISTANCE OF 22.66 FEET; THENCE NORTHWESTERLY ALONG A CURVE TO THE RIGHT BEING TANGENT TO THE LAST DESCRIBED COURSE, HAVING A RADIUS OF 700.00 FEET, AN ARC DISTANCE OF 299.30 FEET; THENCE N18°40'12"E, A DISTANCE OF 238.81 FEET TO THE POINT OF BEGINNING.

REDEVELOPMENT PROJECT AREA J

LEGAL DESCRIPTION

LOT 18

85,331 sq. ft. 1.96 acres

PART OF THE SOUTHWEST QUARTER OF SECTION 18, TOWNSHIP 51 NORTH, RANGE

34 WEST, IN PARKVILLE, PLATTE COUNTY, MISSOURI, BEING DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION 18; THENCE S00°45'15"W, ALONG THE WEST LINE OF SAID SOUTHWEST QUARTER, A DISTANCE OF 2033.08 FEET; THENCE S89°45'54"E, A DISTANCE OF 362.40 FEET; THENCE S31°32'43"E, A DISTANCE OF 135.93; THENCE S18°40'12"W, A DISTANCE OF 238.81 FEET TO THE POINT OF BEGINNING OF THE TRACT OF LAND TO BE HEREIN DESCRIBED; THENCE SOUTHEASTERLY ALONG A CURVE TO THE LEFT HAVING AN INITIAL TANGENT BEARING OF S49°37'03"E, A RADIUS OF 700.00 FEET, AN ARC DISTANCE OF 299.30 FEET; THENCE S74°06'55"E, A DISTANCE OF 22.66 FEET; THENCE S15°53'05"W, A DISTANCE OF 243.07 FEET TO A POINT ON THE NORTHERLY RIGHT OF WAY LINE OF HIGHWAY 45; THENCE NORTHWESTERLY, ALONG SAID LINE, ALONG A CURVE TO THE RIGHT HAVING AN INITIAL TANGENT BEARING OF N71°51'49"W, A RADIUS OF 1392.32 FEET, AN ARC DISTANCE OF 56.18 FEET; THENCE N69°33'06"W, CONTINUING ALONG SAID LINE, A DISTANCE OF 294.42 FEET; THENCE N69°33'06"W, CONTINUING ALONG SAID LINE, A DISTANCE OF 12.00 FEET; THENCE N25°47'23"E, A DISTANCE OF 282.58 FEET TO THE POINT OF BEGINNING.

**REDEVELOPMENT PROJECT AREA K
LEGAL DESCRIPTION**

LOT 19
132,899 sq. ft. 2.35 acres

TRACT B, CREEKSIDE COMMONS, A REPLAT OF LOT 3, CREEKSIDE VILLAGE FIRST PLAT, A SUBDIVISION IN THE CITY OF PARKVILLE, PLATTE COUNTY, MISSOURI RECORDED FEBRUARY 7, 2020 BOOK 22, PAGE 93.

**REDEVELOPMENT PROJECT AREA L-1
LEGAL DESCRIPTION**

LOT 20
110,628 sq. ft. 2.54 acres
PART OF THE SOUTHWEST QUARTER OF SECTION 18, TOWNSHIP 51 NORTH, RANGE 34 WEST, IN PARKVILLE, PLATTE COUNTY, MISSOURI, BEING DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION 18; THENCE S00°45'15"W, ALONG THE WEST LINE OF SAID SOUTHWEST QUARTER, A DISTANCE OF 2506.78 FEET; THENCE S89°14'45"E, A DISTANCE OF 1274.86 FEET TO THE POINT OF BEGINNING OF THE TRACT OF LAND TO BE HEREIN DESCRIBED; THENCE NORTHERLY ALONG A CURVE TO THE LEFT HAVING AN INITIAL TANGENT BEARING OF N09°18'11"E, A RADIUS OF 525.00 FEET, AN ARC DISTANCE OF 102.77 FEET; THENCE N01°30'27"W, A DISTANCE OF 110.21 FEET; THENCE N88°29'33"E, A DISTANCE OF 551.27 FEET TO A POINT ON THE WESTERLY RIGHT OF WAY LINE OF INTERSTATE 435; THENCE S15°55'40"W, ALONG SAID LINE, A DISTANCE OF 224.00 FEET; THENCE S88°38'42"W, A DISTANCE OF 493.46 FEET TO THE

POINT OF BEGINNING.

**REDEVELOPMENT PROJECT AREA L-2
LEGAL DESCRIPTION**

LOT 21 – GAS STATION, RESTAURANT, AND VACANT LOT IN NWQ
Approximately 4.71 acres

LOT 1-A, REPLAT OF LOT 1, CREEKSIDE COMMONS, A SUBDIVISION IN PLATTE COUNTY, MISSOURI RECORDED MAY 13, 2020 BOOK 22, PAGE 118.

AND

LOT 2 AND TRACT D, CREEKSIDE COMMONS, A SUBDIVISION IN PLATTE COUNTY, MISSOURI RECORDED FEBRUARY 7, 2020 BOOK 22, PAGE 93.

**REDEVELOPMENT PROJECT AREA M
LEGAL DESCRIPTION**

LOTS 23 THROUGH 51 ARE NOW COMBINED INTO A SINGLE LOT
Approximately 49.49 Acres

LOTS 1 AND 3, CELB – FIRST PLAT, A SUBDIVISION IN PLATTE COUNTY, MISSOURI RECORDED APRIL 9, 2021 BOOK 22, PAGE 246.

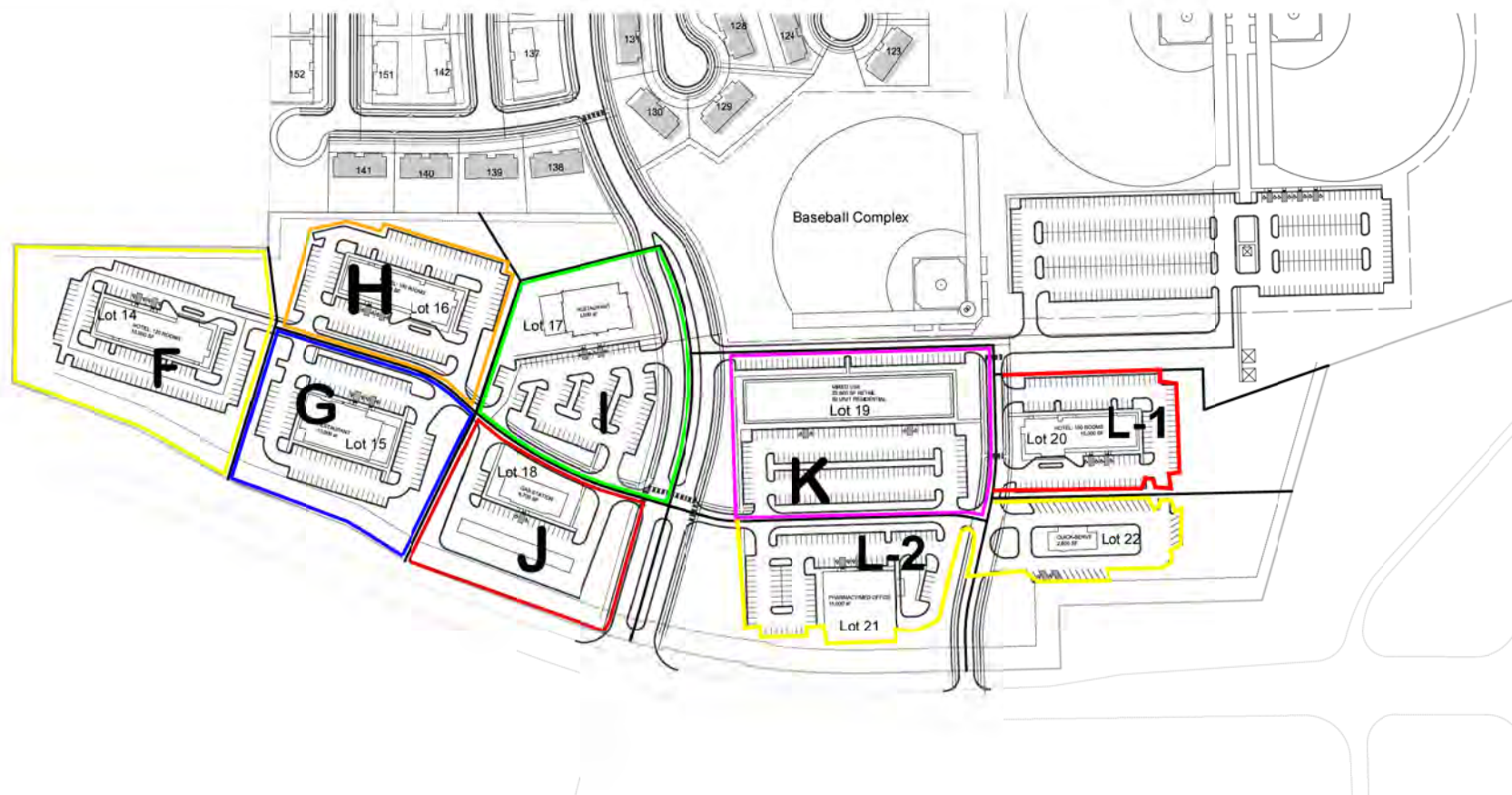
**REDEVELOPMENT PROJECT AREA N
LEGAL DESCRIPTION**

Approximately 1.80 Acres

LOT 1, VERTICAL VENTURES III – FIRST PLAT, A SUBDIVISION IN PLATTE COUNTY, MISSOURI RECORDED AUGUST 4, 2010 BOOK 20, PAGE 375.

EXHIBIT 3
PRELIMINARY SITE PLAN





LOT 14 - HOTEL

PARKING REQUIRED	UNITS	PARKING REQUIRED
(1 SPACE / ROOM)	120	120

TOTAL REQUIRED SPACES = 120
 TOTAL PROVIDED SPACES = 122
 General Retail 3 parking spaces/1000sf
 Includes 4 ADA Parking Spaces

LOT 15 - RESTAURANT

PARKING REQUIRED	UNITS	PARKING REQUIRED
(10 SPACES / 1,000sf)	8,500	85

TOTAL REQUIRED SPACES = 85
 TOTAL PROVIDED SPACES = 89
 Includes 4 ADA Parking Spaces

LOT 16 - HOTEL

PARKING REQUIRED	UNITS	PARKING REQUIRED
(1 SPACE / ROOM)	100	100

TOTAL REQUIRED SPACES = 100
 TOTAL PROVIDED SPACES = 102
 General Retail 3 parking spaces/1000sf
 Includes 4 ADA Parking Spaces

LOT 17 - RESTAURANT

PARKING REQUIRED	UNITS	PARKING REQUIRED
(10 SPACES / 1,000sf)	8,500	85

TOTAL REQUIRED SPACES = 85
 TOTAL PROVIDED SPACES = 90
 Includes 4 ADA Parking Spaces

LOT 18 - GAS STATION

PARKING REQUIRED	UNITS	PARKING REQUIRED
(5 SPACES / 1,000sf)	4,200	21

TOTAL REQUIRED SPACES = 23
 TOTAL PROVIDED SPACES = 23
 Includes 2 ADA Parking Spaces

LOT 19 - MIXED USE RETAIL/2-STORY RESIDENTIAL

PARKING REQUIRED	UNITS	PARKING REQUIRED
(5 SPACES / 1,000sf)	29,300	146
(1.5 SPACES / UNIT)	50	75

TOTAL REQUIRED SPACES = 201
 TOTAL PROVIDED SPACES = 201
 Includes 4 ADA Parking Spaces

LOT 20 - HOTEL WITH PUBLIC SHELTER GREENSPACE

PARKING REQUIRED	UNITS	PARKING REQUIRED
(1 SPACE / ROOM)	100	100

TOTAL REQUIRED SPACES = 100
 TOTAL PROVIDED SPACES = 102
 General Retail 3 parking spaces/1000sf
 Includes 4 ADA Parking Spaces

LOT 21 - PHARMACY/MEDICAL OFFICE

PARKING REQUIRED	UNITS	PARKING REQUIRED
(5 SPACES / 1,000sf)	11,000sf	55

TOTAL REQUIRED SPACES = 55
 TOTAL PROVIDED SPACES = 58
 Includes 3 ADA Parking Spaces

LOT 22 - QUICK-SERVE

PARKING REQUIRED	UNITS	PARKING REQUIRED
(12 SPACES / 1,000sf)	28	32
(1 SPACE / EMPLOYEE)	5	5

TOTAL REQUIRED SPACES = 37
 TOTAL PROVIDED SPACES = 38
 Includes 2 ADA Parking Spaces

BASEBALL COMPLEX

PARKING REQUIRED	UNITS	PARKING REQUIRED
(31 SPACES / FIELD)	6	245

(1 SPACE / 2,000 SF PROGRAMMED GREEN SPACE) 19,000 SF
 160 spaces provided per field

TOTAL REQUIRED SPACES = 251
 TOTAL PROVIDED SPACES = 341
 Includes 8 ADA Parking Spaces

Total Ball Field Square Footage: 681,240 SF
 Total Building Footprint Square Footage: 101,100 SF
 Total Commercial Square Footage without hotels: 66,100 SF
 Total Parking Stalls: 1,236 STALLS
 Total Parking Stalls without Ball Field: 864 STALLS



Sheet

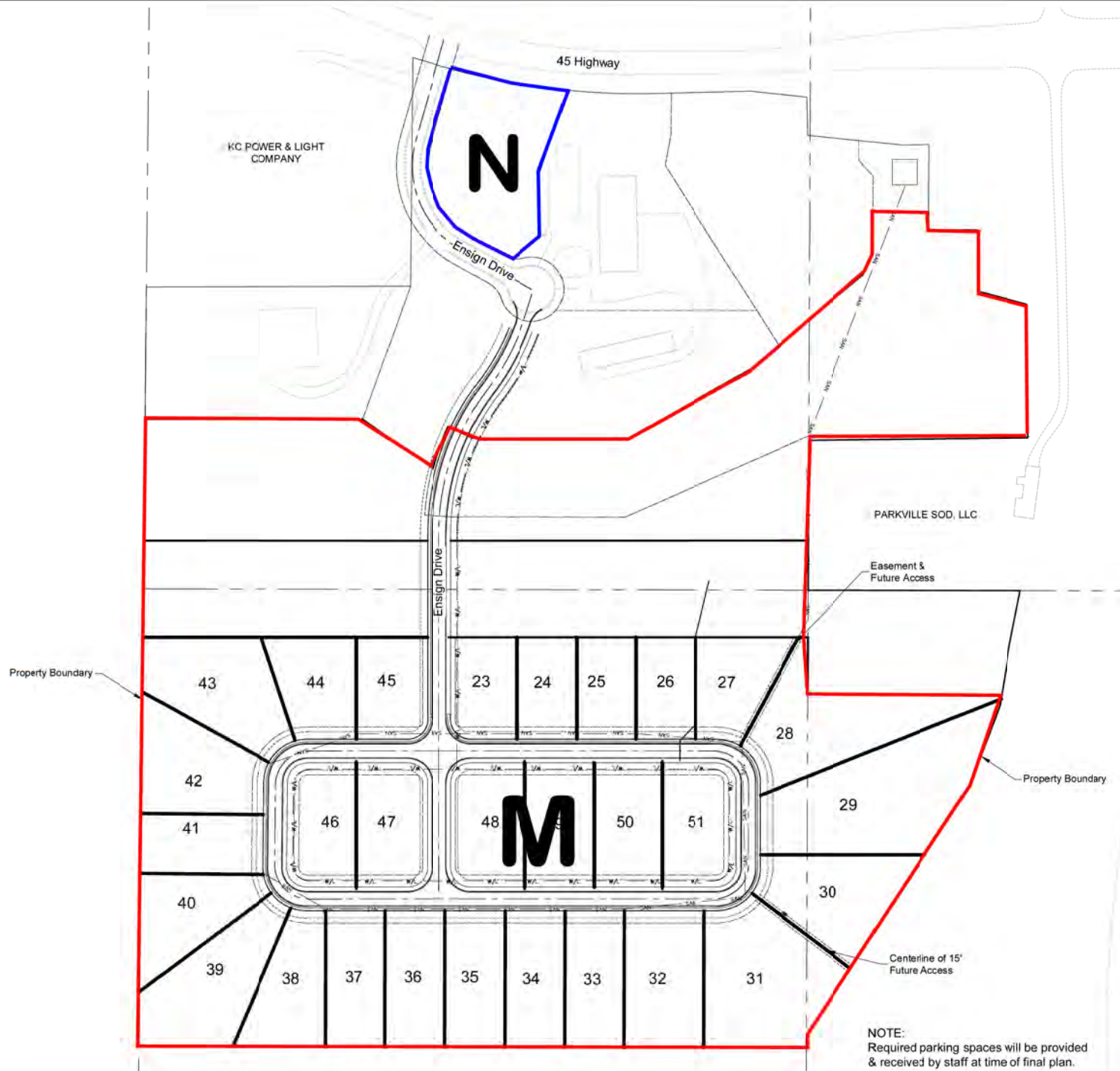
Preliminary Development Plan

18-0219

Creekside Commons

Lot Layout

Renaissance
Infrastructure
Consulting
5005 NW Canada Street, Suite 100
Portland, Oregon 97209
www.ri-consulting.com



Sheet
Preliminary Development Plan
18-0188
Creekside Industrial
Lot Layout
Renaissance Infrastructure Consulting 3000 NW 10th Ave, Suite 100 Portland, Oregon 97209 503.281.1111 www.ri-consulting.com



A RESOLUTION RECOMMENDING TO THE BOARD OF ALDERMEN APPROVAL OF
THE SECOND AMENDMENT TO THE CREEKSIDE TAX INCREMENT FINANCING
PLAN AND THE RECONFIGURED REDEVELOPMENT PROJECTS AND PROJECT
AREAS INCLUDED THEREIN

WHEREAS, the Tax Increment Financing Commission for the City of Parkville, Missouri (the "Commission") has reviewed the proposed Second Amendment to the Creekside Tax Increment Financing Plan (the "Second Amendment") that reconfigures the boundaries of and subdivides certain Redevelopment Project Areas as contemplated by and described in the previously approved First Amendment to the Creekside Tax Increment Financing Plan; and

WHEREAS, notice of a public hearing on November 22, 2022, before the Commission to discuss the proposed Second Amendment was provided in accordance with the provisions of the Real Property Tax Increment Allocation Act (Section 99.800 *et seq.*, RSMo); and

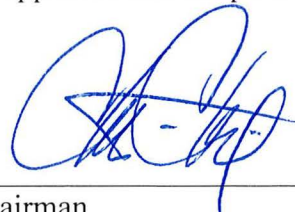
WHEREAS, a public hearing before the Commission was held on November 22, 2022, and at the public hearing all interested parties were provided with an opportunity to present evidence and testimony regarding the proposed Second Amendment; and,

WHEREAS, the Commission heard testimony and received evidence regarding the proposed Second Amendment at the public hearing and, based on its review of the Second Amendment and the testimony and evidence presented, desires to make a recommendation to the Board of Aldermen regarding approval and adoption of the Second Amendment.

BE IT RESOLVED BY THE TAX INCREMENT FINANCING COMMISSION OF THE CITY OF PARKVILLE, MISSOURI as follows:

Section 1 - That the Tax Increment Financing Commission of the City of Parkville, Missouri hereby recommends to the Board of Aldermen of the City of Parkville, Missouri, that the Second Amendment to the Creekside Tax Increment Financing Plan and the reconfigured Redevelopment Projects and Project Areas included therein be approved and adopted.

Passed at meeting: 7-0


Chairman

ATTEST:


Secretary

EXHIBIT A

**SECOND AMENDMENT TO THE CREEKSIDE TAX INCREMENT FINANCING
PLAN**

[see attached]



History of Creekside TIF Plan

- On April 2, 2019, the Parkville Board of Aldermen approved Ordinance No. 2966 which adopted the Creekside TIF Plan and designated 14 Redevelopment Project Areas (A through N) encompassing 51 separate lots.
- On October 19, 2021, the Board of Aldermen adopted Ordinance No. 3093 which approved the First Amendment to the Creekside TIF Plan.
- The purpose of the First Amendment was to update legal descriptions and subdivide certain Redevelopment Project Areas into smaller lots resulting in a total of 22 Redevelopment Project Areas.
- This proposed Second Amendment seeks to further update legal descriptions subdivide Redevelopment Project Area E into E-1, E-2, and E-3 for a total of 24 Redevelopment Project Areas.

2

REQUEST:

The Developer requests the Parkville TIF Commission recommend approval of the Second Amendment to the Creekside Tax Increment Financing Plan to the Board of Aldermen.

Developer will request the Board of Aldermen:

- 1: Approve the Second Amendment to the Creekside TIF Plan; and
- 2: Approve the first reading of 2 new Redevelopment Project Area Ordinances for future approval/activation.
3. Approve the second reading of 6 Redevelopment Project Area Ordinances activating TIF Redevelopment Project Areas C-2 (Bubbles Wine & Spirits); C-4 (Taco Bell); C7 (Wells Bank); E-1 (Char Bar); E-2 (Smoothie King / Blush Fitness); and K (mixed-use building in NWQ)

3

Creekside: I-435 and 45 Highway – Approved Plan



- A. Southeast Corner:**
- The Meadows at Creekside (SEC – Phase I)
 - 101 Single Family Lots
 - 100 Townhome units (25 buildings)
 - 264 Apartment units
 - Old Town at Creekside (SEC – Phase II)
 - 1 Hotel with 120 Rooms
 - 100 Apartment Units
 - 136,400 sq ft of restaurant, grocery, retail, bank
 - 38,000 sq ft public green space
- B. Northwest Corner:**
- Creekside Commons (NWC)
 - 3 Hotels with 320 Rooms
 - 48,300 sq ft of restaurant, retail, and fuel sales
 - 50 residential units
 - 15,000 sq ft pharmacy/medical office
 - 6 competitive baseball fields
 - Cemetery
 - The Woods at Creekside/Creekside Village (NWC)
 - 114 Single Family Lots
 - 176 Townhome units (44 buildings)
- C. Southwest Corner:**
- Creekside Industrial (SWC)
 - 29 industrial lots

*Items in red are within the TIF Plan Boundary

4

Creekside: I-435 and 45 Highway – Progress to Date

A. Southeast Corner:

• The Meadows at Creekside (SEC – Phase I)

- 101 Single Family Lots (Phase II was sold to Parkville SD reducing SFHs)19 completed (up from 6)
- 96 Townhome units (24 buildings)Completed in 2021
- 216 Apartment units.....Completed in 2021

• Old Town at Creekside (SEC – Phase II)

- 1 Hotel with 120 Rooms.....Contemplated for RPA E-3
- 100 Apartment Units.....Completed in 2022
- 136,400 sq ft of restaurant, grocery, retail, bank
 - Anytime Fitness, Johnny's, 10&2 Coffee, Blush Fitness, Bubbles Wine & Spirits - completed
 - Taco Bell, Char Bar, Smoothie King, Wells Bank expected to break ground in 2022/23
- 38,000 sq ft public green space.....Completed in 2021

B. Northwest Corner:

• Creekside Commons (NWC)

- 3 Hotels with 320 Rooms.....First hotel completed in 2022 and operating
- 48,300 sq ft of restaurant, retail, and fuel sales.....The Station II and Burger King - complete
- 50 residential units.....Mixed use building under construction
- 15,000 sq ft pharmacy/medical office
- 6 competitive baseball fields.....Completed in 2020
- Cemetery

• The Woods at Creekside/Creekside Village (NWC)

- 114 Single Family Lots..... 48 lots platted / sold (up from 25)
- 176 Townhome units (44 buildings).....+/- 128 completed (up from 96)

C. Southwest Corner:

• Creekside Industrial (SWC)

- 29 industrial lots.....Capital Electric completed in 2022

*Items in red are within the TIF Plan Boundary

5

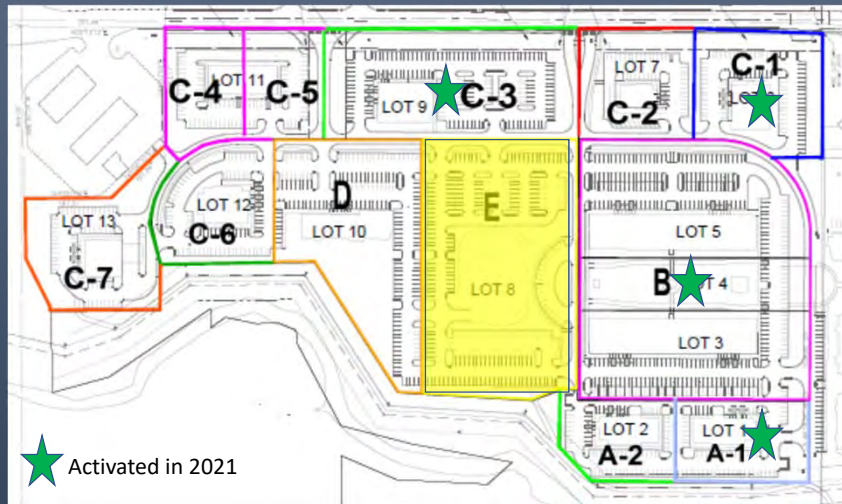
Purpose of the 2nd Amendment to TIF Plan

- As described in the Notice, the Second Amendment reconfigures and subdivides the boundaries of Redevelopment Project Area E by creating 2 additional Redevelopment Project Areas and updates the legal descriptions to conform with recorded plats.
- No changes are proposed to the project budget, reimbursable project costs, tax projections, land uses, or development timelines.
- The reconfiguration and subdivision of TIF Project Areas were contemplated in the TIF Plan and Redevelopment Agreement to allow the Developer to time the activation of Redevelopment Project Areas for this multi-phase project as project improvements are completed.
 - See Art. I, page 2 of TIF Plan and Sec. 5.A. of the Redevelopment Agreement
 - The 2nd Amendment is identical to the purpose of the 1st Amendment.

6

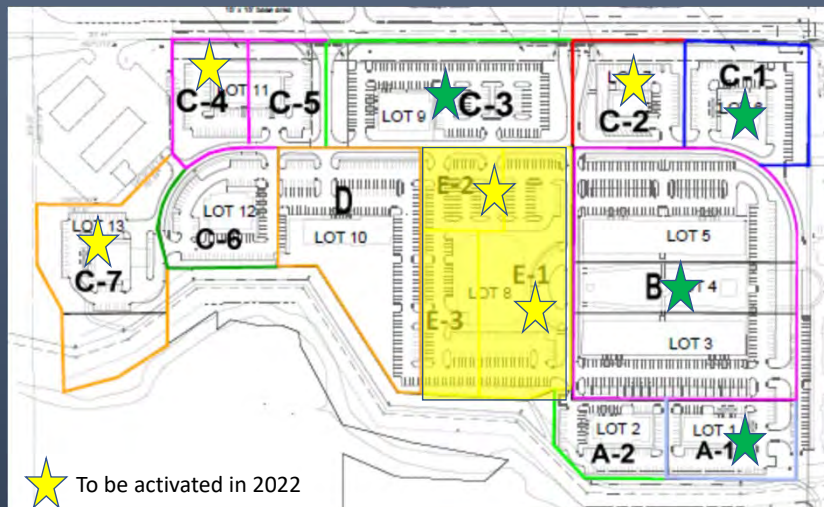
Southeast Quadrant: First Amendment

- 12 Redevelopment Project Areas (A-1 through E)



Southeast Quadrant: Second Amendment

- 14 Redevelopment Project Areas (A-1 through E-3)
 - Subdivide Former RPA E into RPA E-1, E-2, and E-3
 - Update legal descriptions for RPA C-1, C-2, C-7



Northwest Quadrant: First Amendment

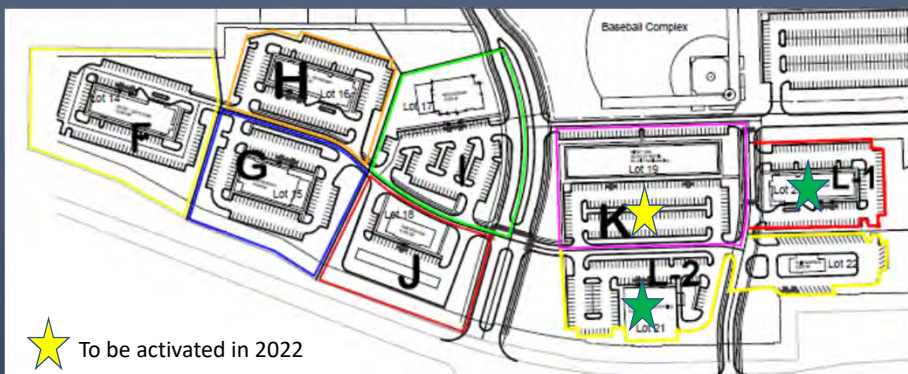
- 8 Redevelopment Project Areas (F through L-2)
- Subdivide L into L-1 and L-2



9

Northwest Quadrant: Second Amendment

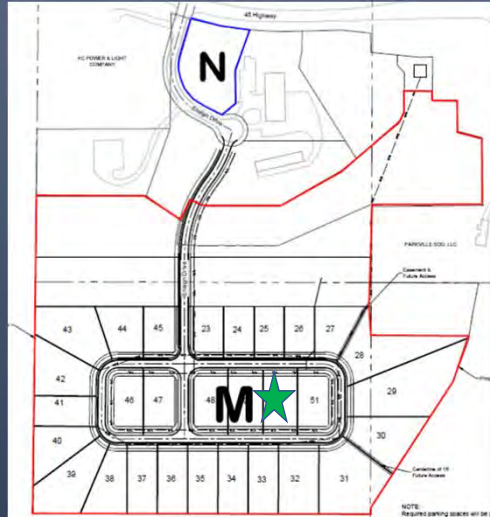
- 8 Redevelopment Project Areas (F through L-2) (no change)
- Update legal description for RPA K.



10

Southwest Quadrant: First Amendment

- 2 Redevelopment Project Areas (M and N)
 - Reconfigure M to encompass all of Capital Electric lot
 - Reconfigure N for remaining lot owned by Parkville Development VVI.

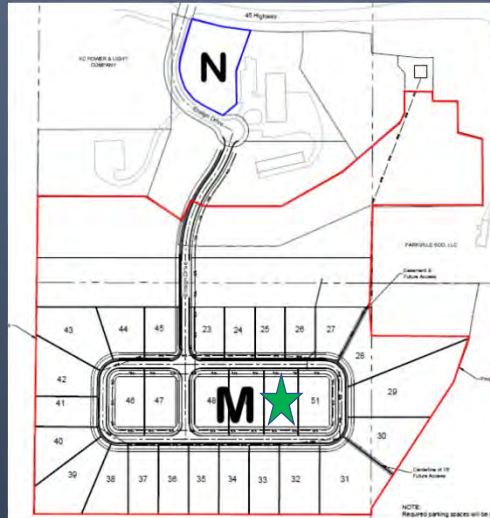


★ Activated in 2021

11

Southwest Quadrant: Second Amendment

- 2 Redevelopment Project Areas (M and N) (no change)



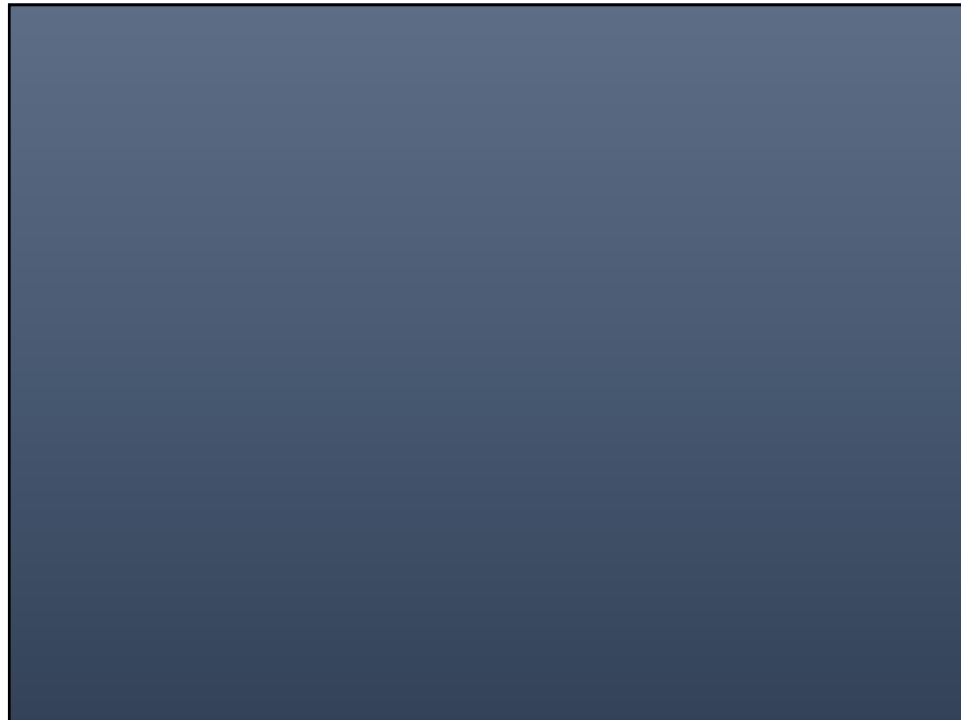
12

REQUEST:

Developer requests the TIF Commission recommend approval of the Second Amendment to the Creekside TIF Plan.

13

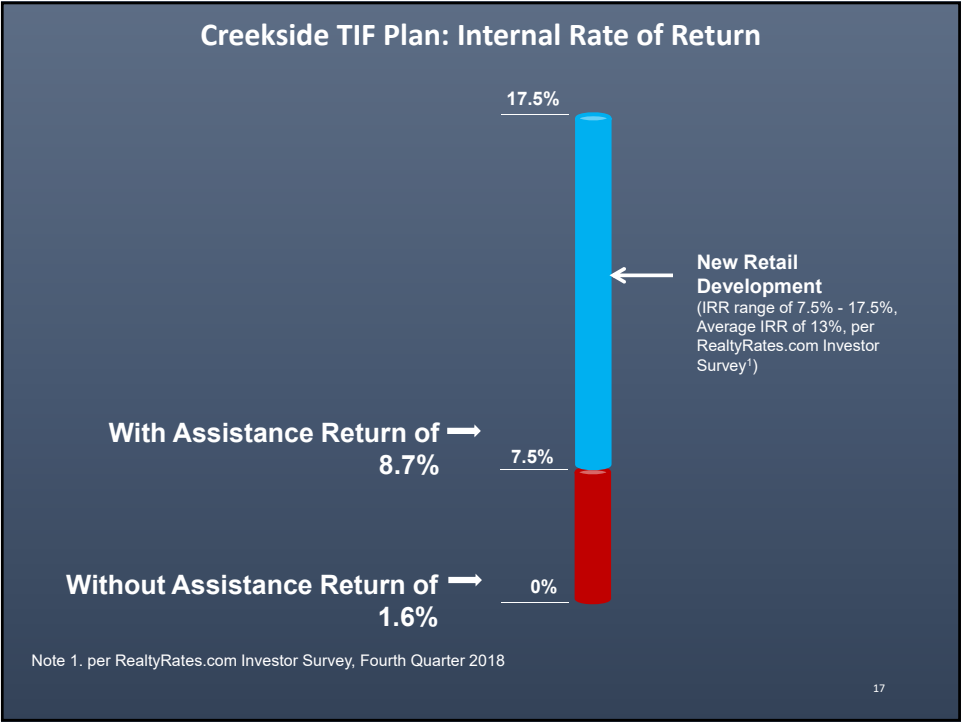
Thank You



Annual Taxes After TIF Period

• Park Hill Schools	\$ 2,640,890
• City of Parkville	\$ 2,095,453
• Platte County	\$ 1,110,830
• South Platte Fire	\$ 468,308
• Mid-Continent Public Library	\$ 193,686
• Platte County Road #1	\$ 158,302
• Metropolitan Community College	\$ 112,263
• Southern Platte Ambulance	\$ 58,062
• Mental Health	\$ 47,847
• Health Department	\$ 38,268
• Senior Citizen Levy	\$ 23,948

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Project Summary

Clarifying the record

- Total redevelopment costs are estimated at \$335 million
- Total financial assistance of \$51.96 million broken out as follows:

• TIF Pilots \$8.64 million • TIF EATs \$8.97 million • CID Sales Tax \$9.99 million • TDD Sales Tax \$9.99 million • CID Spec. Assmt \$1.30 million • Hotel Tax Rebate \$6.67 million • Land \$6.40 million		- Real property taxes (schools) - Sales tax (not schools) (\$4.14 million EATs capture) (\$4.14 million EATs capture) (\$1.6m from TIF and \$4.8m CID)
--	--	--
- Total: \$51.96 million \$17.6 million total TIF

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Old Town at Creekside - Southeast Corner of I-435 and 45 Hwy



Approved by Ord. No. 2969 on 11/6/18

20

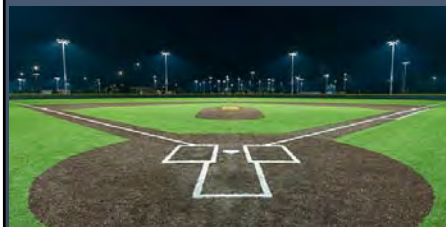
Creekside Commons - Northwest Corner of I-435 and 45 Hwy Ballfields Excluded from TIF Boundary



Approved by Ord. No. 2974 on 11/6/18

21

Competitive Ballfields (Not part of TIF Plan)



6 college sized turf fields that have adjustable base paths and fencing to allow for all age groups.

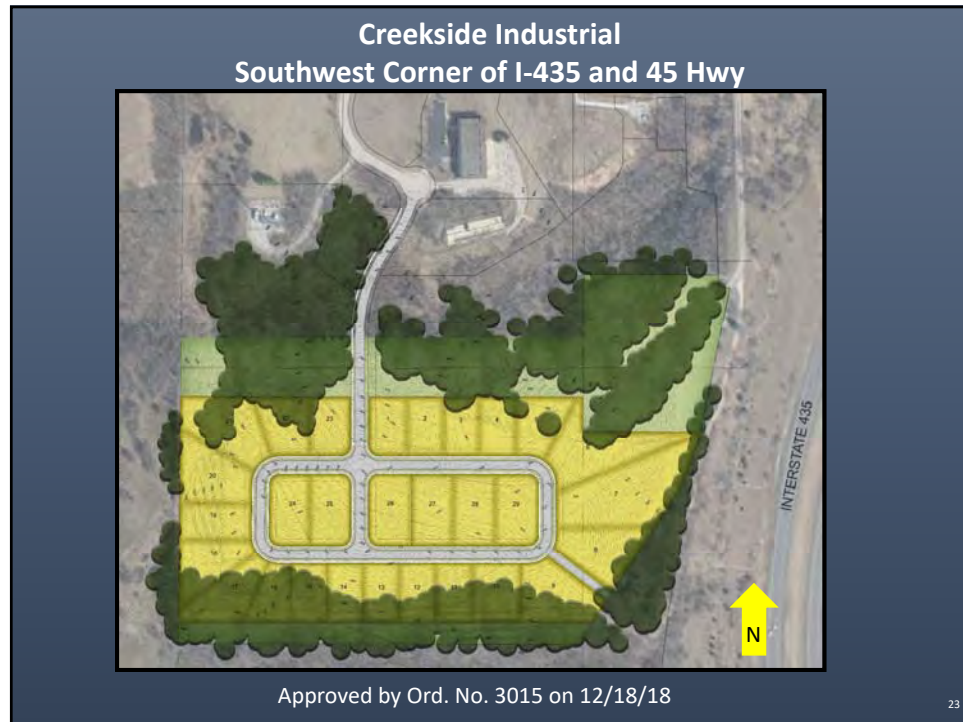
An estimated 3,000 teams per season (26 weeks) will use the complex in tournament situations.

- 25% - 75% of those teams will travel from out of area and require overnight housing
- 15 rooms on average per team are
- 865 rooms required per weekend

Showcase events, scouts, recruiters, and ancillary personnel can result in demand in excess of 900 hotel rooms on some weekends.

The complex can also be used for club practices, softball leagues, and small college tournaments early in the season and when not booked for tournaments.

22



Old Town Architecture



25

Old Town



26

Old Town with Clock Tower



27

Old Town



28

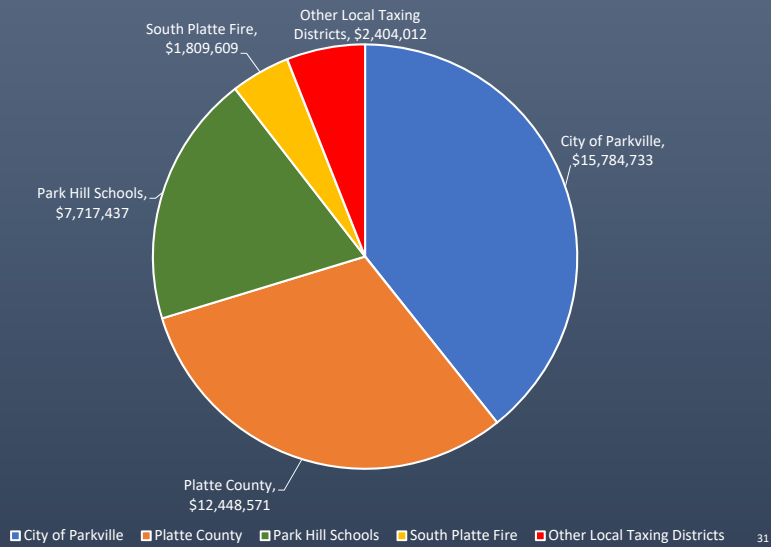
TIF Plan

Creekside TIF Plan: Benefit to Taxing Jurisdictions

Taxing District	Total Benefit with Project	Total Benefit Without Project
State of Missouri	\$64,120,798	\$0
City of Parkville (excl. land)	\$15,784,733	\$5,286
Platte County	\$12,448,571	\$495
Park Hill Schools (within TIF Boundary)	\$7,717,437	\$44,548
South Platte Fire	\$1,809,609	\$7,900
Mid-Continent Public Library	\$602,746	\$3,267
Board of Disabled Services	\$497,704	\$1,049
Platte County Road #1	\$438,362	\$2,670
Health Department	\$118,201	\$646
Metropolitan Community College	\$309,915	\$1,894
Southern Platte Ambulance	\$223,221	\$979
Mental Health	\$147,751	\$807
State Blind Pension Fund	\$117,244	\$247
Senior Citizen Levy	\$66,112	\$404
Total	\$104,402,404	\$70,192

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Creekside TIF Plan: share of local tax dollars



Public Schools – big picture

- Annual cost to educate per pupil: \$11,971 of which \$6,105 funded by property taxes
- Residential components of this project are outside of TIF boundary
- Over 25 years, Park Hill will receive \$43,258,195 in property taxes from the entire project, and is expected to incur \$38,864,881 in education costs.
- **Net benefit to Park Hill of \$4,393,313 over project term**

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Creekside TIF Plan: Project Benefits

- No upfront costs to the City or Taxing Jurisdictions
 - No City backed bonds
- Over \$335 million in investment
- Redevelopment Area AV in 2018: \$ 31,925
- Estimated Redevelopment Area AV upon stabilization: \$ 18,890,000
- Estimated Total Project AV upon project stabilization: \$ 48,873,700
- Current ad valorem taxes are **less than \$3,000** annually
- Reduced PILOTS schedule from standard 100% capture provides immediate property tax revenue to all taxing jurisdictions
- Over **\$3,400,000** in new annual property tax revenues for all taxing jurisdictions after stabilization during 50% PILOTS term
- Over **\$240,000** in new annual property tax revenues for the City of Parkville after stabilization during 50% PILOTS term

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Creekside TIF Plan: Project Benefits

- Taxable Sales in Redevelopment Area in 2018: \$ 0
- Taxable Sales upon project stabilization: \$ 80,000,000
- Over **\$550,000** in new annual sales tax revenues for the City of Parkville during the TIF term.
- Over **\$550,000** in new annual sales tax revenues for Platte County during the TIF term
- Over **\$6.9 million** increase in property, sales, and hotel occupancy taxes to the City and local taxing jurisdictions after the TIF term
- Tournament Quality youth baseball facility
- New construction and permanent employment
- Allows development of vacant land into a vibrant mixed use development
- Increased tourism spending from visitors to the project and amenities

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Creekside TIF Plan: Financial

- Redevelopment Area AV in 2018: \$ 31,925
- AV upon project stabilization: \$ 18,890,000
- Total Reimbursable Project Costs of \$52 million for entire program
 - TIF assistance is \$17,621,846
 - PILOTs Reimbursement: scaled to give **more money to Taxing Jurisdictions earlier** in the project's timeline
 - Years 1-11: 50%
 - Years 12-17: 65%
 - Years 18-23: 75%

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**CITY OF PARKVILLE
Policy Report**

Date: November 23, 2022

Prepared By:

Stephen Lachky, Community Development
Director

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Items related to the Creekside Tax Increment Financing Plan Redevelopment Project Areas - Case No. TIF 2022-01; Parkville Development 38, LLC; Parkville Development 50, LLC; Parkville Development 140, LLC; Parkville Development VVI, LLC, applicant (Community Development)

BACKGROUND:

In late summer / early fall of 2018, the applicant submitted applications for preliminary development plan for a multi-phased project known as "Creekside" along the I-435 and Highway 45 corridor. The Board of Aldermen approved preliminary development plans for the southeast and northwest quadrants on November 6, 2018, and for the southwest quadrant on December 18, 2018. The Creekside proposal includes the following preliminary development plans:

- The Meadows At Creekside – a planned residential development consisting of 101 single-family homes, 96 townhome units and 216 apartment units on the southeast quadrant of the interchange (43.24 acres, more or less).
- Old Town At Creekside – a planned commercial development consisting of 13 lots for six restaurants, two mixed-use retail buildings with 100 apartment units, one café, one grocery/market, one hotel and one bank on the southeast quadrant of the interchange (38.12 acres, more or less).
- The Woods At Creekside & Creekside Village – a planned residential development consisting of 118 single-family homes and 176 townhome units in 44 buildings on the northwest quadrant of the interchange (34.65 acres, more or less).
- Creekside Commons – a planned commercial development consisting of 10 lots for three hotels, two restaurants, one quick-serve restaurant, one gas station, one pharmacy/medical office, one mixed-use retail building with 50 apartment units and six tournament quality youth baseball & softball fields on the northwest quadrant of the interchange (82.75 acres, more or less).
- Creekside Industrial – A planned industrial development consisting of 29 pad sites for office/service and industrial uses on the southwest quadrant of the interchange (49.01 acres, more or less).

CREEKSIDE Tax Increment Financing (TIF) PLAN:

On December 27, 2018, an Application for Tax Increment Financing was submitted to the City, along with the Creekside TIF Plan. The plan proposes constructing the Creekside preliminary development plans listed above by establishing 14 separate Redevelopment Project Areas (titled A through N) totaling 124 acres, more or less. Estimated total project costs for all five of the Creekside preliminary

development plans are approximately \$335 million, and the Creekside TIF Plan seeks approximately \$52 million in reimbursable project costs through TIF assistance and other mechanisms. The Creekside TIF Plan anticipates that construction of the Redevelopment Project Areas will commence in 2019 and is expected to have its phases completed by 2025.

On February 26, 2019, a public hearing was held at the meeting of the Parkville TIF Commission, where the Commission recommended approval of Resolution No. TIF 2019-01 by a vote of 7-4. On March 19, 2019, the Board of Aldermen approved the first reading of an ordinance approving the Creekside TIF Plan, Projects and Redevelopment Area, making specific findings, and designating the developer for Projects A through N. Additionally, that evening the Board of Aldermen approved the first reading of ordinances to approve Redevelopment Project Areas A, B, C, D, E, F, G, H, I, J, K, L, M, and N of the Creekside TIF Plan as redevelopment projects and to adopt tax increment financing therein. The second reading of an ordinance to approve the Creekside TIF Plan was approved by the Board of Aldermen on April 2, 2019, and a redevelopment agreement with the City was approved by the Board of Aldermen on April 23, 2019. To-date, several development projects have been approved by the Planning and Zoning Commission, constructed and completed by the applicant, including:

The Meadows At Creekside

- Apartments (216 apartment units), townhomes (80 units; maintenance provided) and single-family homes (124 units) are currently under construction and for sale.

Old Town At Creekside

- Anytime Fitness constructed and open
- Bubbles Liquor constructed and open
- Ten and Two Coffee constructed and open
- Johnny's Tavern constructed and open
- Mixed-use buildings (retail on the 1st floor and class-A apartments above) with green space for stage and yard games constructed and open
- Taco Bell drive-thru restaurant constructed and open
- Retail building under construction
- BBQ restaurant under construction
- Wells Bank under construction

The Woods At Creekside & Creekside Village

- Single-family homes (118 units) and townhomes (44 units) are currently under construction and for sale

Creekside Commons

- Ballfields At Creekside completed in 2019 and operating tournaments (estimated 1 million visitors for 2022)
- The Station gas station & convenience store constructed and open

- Burger King drive-thru restaurant constructed and open
- Creekside Hotel constructed and open

Creekside Industrial

- Capital Electric Line Builders, Inc. (72,800 sq. ft. headquarters for office, warehouse and shop uses) constructed and open

FIRST AMENDMENT:

On August 24, 2021, the First Amendment to the Creekside TIF Plan was submitted to the City. The First Amendment proposes reconfiguring the boundaries of certain project areas within the existing Redevelopment Area and subdivide certain project areas that previously encompassed multiple proposed lots into smaller separate project areas for each proposed lot. **In summary, the original Creekside TIF Plan has 14 Redevelopment Project Areas; whereas, the First Amendment has 22 Redevelopment Project Areas.** The change is necessary to update and correct the legal descriptions of lots which are now legally platted lots, and to subdivide larger Redevelopment Project Areas as contemplated and described in the approved TIF plan. **No changes were proposed to the project budget, reimbursable project costs, or land uses included in the Creekside TIF Plan.** Additionally, there is no impact to the Board of Aldermen's previously determined TIF Act statutory findings.

On September 23, 2021, a public hearing was held at the meeting of the Parkville TIF Commission where the Commission recommended approval of Resolution No. TIF 2021-01 by a vote of 6-0. On October 19, 2021, the Board of Aldermen approved an ordinance approving the First Amendment to the Creekside TIF Plan, Projects and Redevelopment Area, making specific findings, and designating the developer for Projects A through N (see Attachment 14 by reference). Additionally, that evening, the Board of Aldermen approved the first reading of ordinances to approve Redevelopment Project Areas A-1, A-2, B, C-1, C-2, C-3, C-4, C-5, C-6, C-7, D, E, F, G, H, I, J, K, L-1, L-2, M, and N of the First Amendment to the Creekside TIF Plan as redevelopment projects and to adopt tax increment financing therein.

SECOND AMENDMENT:

The Second Amendment to the Creekside Tax Increment Financing Plan proposes reconfiguring the boundaries of certain project areas within the existing Redevelopment Area, and subdivide certain project areas that previously encompassed multiple proposed lots into smaller separate project areas for each proposed lot (see Attachment 2). **In summary, the First Amendment to the Creekside TIF Plan has 22 Redevelopment Project Areas; whereas, the Second Amendment has 24 Redevelopment Project Areas.** The change is necessary to update and correct the legal descriptions of lots which are now legally platted lots, and to subdivide larger Redevelopment Project Areas as contemplated and described in the approved TIF plan. **No changes are being made to the project budget, reimbursable project costs, or land uses included in the First Amendment to the Creekside TIF Plan.** Additionally, there is no impact to the Board of Aldermen's previously determined TIF Act statutory findings.

If the Second Amendment to the Creekside TIF Plan and Projects is approved, the Board of Aldermen would need to adopt TIF in the 24 separate Redevelopment Project Areas via ordinances as well. To-date, a total of six Redevelopment Project Areas have been activated to generally coincide with the completion of construction of the projects as noted above:

1. Ordinance No. 3094 (approved October 19, 2021) – Approving Redevelopment Project Area A-1 (i.e., parking lot within Old Town At Creekside)
2. Ordinance No. 3095 (approved October 19, 2021) – Approving Redevelopment Project Area B (i.e., two mixed-use retail buildings within Old Town At Creekside)
3. Ordinance No. 3096 (approved October 19, 2021) – Approving Redevelopment Project Area C-3 (i.e., Johnny’s Tavern, Anytime Fitness, Ten & Two Coffee)
4. Ordinance No. 3097 (approved October 19, 2021) – Approving Redevelopment Project Area L-2 (i.e., The Station, Burger King)
5. Ordinance No. 3098 (approved October 19, 2021) – Approving Redevelopment Project Area M (i.e., Capital Electric Line Company)
6. Ordinance No. 3099 (approved November 2, 2021) – Approving Redevelopment Project Area L-1 (i.e., Creekside Hotel)

The developer has requested that the Board:

1. Approve four individual Redevelopment Project ordinances on second reading tonight — Project Areas C-2 (i.e., Bubbles Liquor Store), C-4 (i.e., Taco Bell), C-7 (i.e., Wells Bank), and K (i.e., mixed-use building within Creekside Commons); as the Board of Aldermen approved the first reading of ordinances for Project Area K on March 19, 2019, and for Project Areas C-2, C-4 and C-7 on October 19, 2021.
2. Approve two individual Redevelopment Project ordinance on first and second reading tonight — Project Areas E-1 (i.e., Char Bar) and E-2 (i.e., Smoothie King, Blush Fitness)
3. Approve one individual Redevelopment Project ordinance on first reading tonight and postpone the second reading indefinitely — Project Area E-3 (undeveloped).

It should be noted that seven remaining individual Redevelopment Project Areas — Project Areas D, F, G, H, I, and J — had their first reading of an ordinance approved at the March 19, 2019, meeting of the Board of Aldermen; and five remaining individual Redevelopment Project Areas — Project Areas A-2, C-1, C-5, C-6, and N — had their first reading of an ordinance approved at the October 19, 2021, meeting of the Board of Aldermen. No action for second reading and adoption is necessary at this time for these Redevelopment Project Areas as they are not yet ready to be activated for TIF purposes.

TIF ALLOCATION FINANCING:

Once each of the Redevelopment Project ordinances are adopted, TIF allocation financing will be adopted for taxable real property in the described areas selected for redevelopment project areas A-1, A-2, B, C-1, C-2, C-3, C-4, C-5, C-6, C-7, D, E-1, E-2, E-3, F, G, H, I, J, K, L-1, L-2, M, and N (see Attachment 2, Exhibit 3). Pursuant to the TIF Act, the Creekside TIF Plan will allow for the allocation of the incremental increase in real property taxes generated by the portion of redevelopment project areas A-1, A-2, B, C-1, C-2, C-3, C-4, C-5, C-6, C-7, D, E-1, E-2, E-3, F, G, H, I, J, K, L-1, L-2, M, and N in the form of payments in lieu of taxes according to the following schedule: 50% for years 1-11; 65% for years 12-17; and 75% for years 18+ (up to year 23 if needed). The Creekside TIF Plan will also allow for 50% of the incremental increase in economic activity taxes (i.e., local sales taxes) generated in redevelopment project areas A-1, A-2, B, C-1, C-2, C-3, C-4, C-5, C-6, C-7, D, E-1, E-2, E-3, F, G, H, I, J, K, L-1, L-2, M, and N to pay for the reimbursable project costs. Upon completion of redevelopment project areas A-1, A-2, B, C-1, C-2, C-3, C-4, C-5, C-6, C-7, D, E-1, E-2, E-3, F, G, H, I, J, K, L-1, L-2, M, and N, and the payment of all reimbursable project costs, tax revenue will be paid

to all taxing jurisdictions within the area.

PUBLIC COMMENTS:

The Community Development Department did not receive any public comments prior to the public hearing at the TIF Commission meeting on November 22, 2022. No members of the public provided comments during the public hearing.

BUDGET IMPACT:

Payments in lieu of taxes (PILOTS) for redevelopment project areas A-1, A-2, B, C-1, C-2, C-3, C-4, C-5, C-6, C-7, D, E-1, E-2, E-3, F, G, H, I, J, K, L-1, L-2, M, and N will be paid to the City Treasurer who will deposit such payments into a special fund called the "Special Allocation Fund" of the City for the purpose of paying redevelopment project costs and any obligations incurred in the payment thereof, pursuant to the TIF Act. In addition to the PILOTS, 50% of the total additional revenue from taxes generated by economic activities (i.e., economic activity taxes) within redevelopment project areas A-1, A-2, B, C-1, C-2, C-3, C-4, C-5, C-6, C-7, D, E-1, E-2, E-3, F, G, H, I, J, K, L-1, L-2, M, and N will be paid by the local political subdivision collecting officer to the City Treasurer or other designated financial officer to the City. The City Treasurer shall then deposit such funds in a separate segregated account within the "Special Allocation Fund".

ALTERNATIVES:

1. Approve the second reading of each ordinance approving redevelopment project areas C-2, C-4, C-7 and K of the Creekside TIF Plan; approve the first and second readings of each ordinance approving redevelopment project areas E-1 and E-2; and approve the first reading of an ordinance approving redevelopment project area E-3 and postpone the second reading indefinitely, as recommended by staff.
2. Approve the second reading of each ordinance approving redevelopment project areas C-2, C-4, C-7 and K of the Creekside TIF Plan; approve the first and second readings of each ordinance approving redevelopment project areas E-1 and E-2 of the Creekside TIF Plan; and approve the first reading of an ordinance approving redevelopment project area E-3 and postpone the second reading indefinitely, subject to other stated conditions.
3. Deny the first and second readings of ordinances.
4. Postpone the items.

FINANCE COMMITTEE RECOMMENDATION:

This item was not considered by the Finance Committee.

TAX INCREMENT FINANCING COMMISSION RECOMMENDATION:

The Parkville TIF Commission convened on November 22, 2022, and held a public hearing and considered the application for the Second Amendment to the Creekside TIF Plan and Projects. City staff stated that the amendment was a simple request to clean up line-work for the project areas in order to activate them logically. Following discussion and at the conclusion of their meeting, the TIF Commission, by a unanimous vote of 7-0, approved a Resolution recommending that the Board of Aldermen approve the Second Amendment to the Creekside TIF Plan and the reconfigured redevelopment projects and project areas included therein (see Attachment 3).

STAFF RECOMMENDATION:

Staff recommends approval of the second reading of each ordinance approving redevelopment project areas C-2, C-4, C-7 and K of the Creekside TIF Plan; approve the first and second readings

of each ordinance approving redevelopment project areas E-1 and E-2 of the Creekside TIF Plan as redevelopment projects and adopting TIF therein; and approve the first reading of an ordinance approving redevelopment project area E-3 and postpone the second reading indefinitely, based on staff's analysis of the application for TIF, the financial reviews and market analyses performed by the City's financial advisor Springsted Incorporated, and the recommendation from the TIF Commission.

POLICY:

Per Missouri statutes, a municipality may adopt tax increment allocation financing. The Missouri TIF law authorizes cities and counties to adopt a redevelopment plan that provides for the redevelopment of a designated area and to use TIF to fund a portion of the project costs.

SUGGESTED MOTION:

1. I move to amend Bill No. 3154, an ordinance approving Redevelopment Project Area C-2 of the Creekside Tax Increment Financing Plan as a redevelopment project and adopting tax increment financing therein and replacing the legal description in Exhibit A with the new legal description contained in the Second Amendment to the Creekside TIF Plan.

I move to approve Bill No. 3154, an ordinance approving Redevelopment Project Area C-2 of the Creekside Tax Increment Financing Plan as a redevelopment project and adopting tax increment financing therein as amended, on second reading to become Ordinance No. ____.

2. I move to approve Bill No. 3155, an ordinance approving Redevelopment Project Area C-4 of the Creekside Tax Increment Financing Plan as a redevelopment project and adopting tax increment financing therein, on second reading.

3. I move to amend Bill No. 3158, an ordinance approving Redevelopment Project Area C-7 of the Creekside Tax Increment Financing Plan as a redevelopment project and adopting tax increment financing therein, and replacing the legal description in Exhibit A with the new legal description contained in the Second Amendment to the Creekside TIF Plan,

I move to approve Bill No. 3158, an ordinance approving Redevelopment Project Area C-7 of the Creekside Tax Increment Financing Plan as a redevelopment project and adopting tax increment financing therein as amended, on second reading to become Ordinance No. ____.

4. I move to amend Bill No. 3033, an ordinance approving Redevelopment Project Area K of the Creekside Tax Increment Financing Plan as a redevelopment project and adopting tax increment financing therein, and replacing the legal description in Exhibit A with the new legal description contained in the Second Amendment to the Creekside TIF Plan.

I move to approve Bill No. 3033, an ordinance approving Redevelopment Project Area K of the Creekside Tax Increment Financing Plan as a redevelopment project and adopting tax increment financing therein as amended, on second reading to become Ordinance No. ____.

5. I move to approve Bill No. 3222, an ordinance approving Redevelopment Project Area E-1 of the Creekside Tax Increment Financing Plan as a redevelopment project and adopting tax increment financing therein, on first reading.

I move to approve Bill No. 3222, approving Redevelopment Project Area E-1 of the Creekside Tax Increment Financing Plan as a redevelopment project and adopting tax increment financing therein, on second reading to become Ordinance No. ____.

6. I move to approve Bill No. 3223, an ordinance approving Redevelopment Project Area E-2 of the Creekside Tax Increment Financing Plan as a redevelopment project and adopting tax increment financing therein, on first reading.

I move to approve Bill No. 3223, an ordinance approving Redevelopment Project Area E-2 of the Creekside Tax Increment Financing Plan as a redevelopment project and adopting tax increment financing therein, on second reading to become Ordinance No. ____.

7. I move to approve Bill No. 3224, an ordinance approving Redevelopment Project Area E-3 of the Creekside Tax Increment Financing Plan as a redevelopment project and adopting tax increment financing therein, on first reading and postpone the second reading indefinitely.

ATTACHMENTS:

1. Ordinance - Project C-2
2. Ordinance - Project C-4
3. Ordinance - Project C-7
4. Ordinance - Project Area K
5. Ordinance - Project E-1
6. Ordinance - Project E-2
7. Ordinance - Project E-3
8. Creekside TIF Reference Map

AN ORDINANCE APPROVING REDEVELOPMENT PROJECT AREA C-2 OF THE CREEKSIDE TAX INCREMENT FINANCING PLAN AS A REDEVELOPMENT PROJECT AND ADOPTING TAX INCREMENT FINANCING THEREIN

WHEREAS, on April 2, 2019, the Board of Aldermen of the City of Parkville, Missouri (the "City") adopted Ordinance No. 2988 approving the Creekside Tax Increment Financing Plan, all pursuant to the provisions of the Real Property Tax Increment Allocation Act, Sections 99.800 to 99.865, RSMo (the "Act"); and

WHEREAS, on October 19, 2021, the Board of Aldermen of the City adopted Ordinance No. 3093 approving the First Amendment to the Creekside Tax Increment Financing Plan, all pursuant to the provisions of the Act; and

WHEREAS, on December 6, 2022, the Board of Aldermen of the City adopted Ordinance No. _____ approving the Second Amendment to the Creekside Tax Increment Financing Plan, all pursuant to the provisions of the Act; and

WHEREAS, the Creekside Tax Increment Financing Plan contemplates implementation through 24 separate Redevelopment Project Areas, including the adoption of tax increment financing in the area designated as Redevelopment Project Area C-2.

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

Section 1. That the area selected for Redevelopment Project Area C-2 legally described in Exhibit A attached hereto is approved and designated as a Redevelopment Project (hereinafter referred to as "Redevelopment Project C-2"). Redevelopment Project C-2 includes only those parcels of real property and improvements thereon which will be directly and substantially benefited by the Redevelopment Project improvements therein.

Section 2. That tax increment allocation financing is hereby adopted for taxable real property in the above-described area selected for Redevelopment Project C-2. Pursuant to the Act, after the total equalized assessed valuation of the taxable real property in Redevelopment Project C-2 exceeds the certified total initial equalized assessed valuation of the taxable real property in Redevelopment Project C-2, the ad valorem taxes, and payments in lieu of taxes, if any, arising from the levies upon the taxable real property in Redevelopment Project C-2 by taxing districts and tax rates determined in the manner provided in subsection 2 of Section 99.855 of the Act, as amended, each year after the effective date of the ordinance until redevelopment project costs have been paid shall be divided as follows:

- a. That portion of taxes, penalties and interest levied upon each taxable lot, block, tract, or parcel of real property which is attributable to the initial equalized value of each such taxable lot, block, tract or parcel of property in the area selected for Redevelopment Project C-2 shall be allocated to and, when collected, shall be paid by the Platte County Collector and the City Treasurer to the respective affected taxing districts in the manner required by law in the absence of the adoption of tax increment allocation financing.
- b. Payments in lieu of taxes attributable to the increase in the current equalized assessed valuation of each taxable lot, block, tract or parcel of real property in the area selected for Redevelopment Project C-2, and any applicable penalty and

interest over and above the initial equalized assessed value of each such unit of property shall be allocated to and, when collected, shall be paid to the City Treasurer who shall deposit such payment in lieu of taxes into a special fund called the "Special Allocation Fund" of the City for the purpose of paying redevelopment project costs and any obligations incurred in the payment thereof; provided that payments in lieu of taxes shall be subject to the provisions of Section 99.845.1(3) of the Act, as amended, regarding the blind pension fund tax and the merchants' and manufacturers' inventory replacement tax and Section 99.845.15 of the Act regarding property tax levied under Section 205.971 RSMo.

Section 3. That in addition to the payments in lieu of taxes described in subsection b of Section 2 above, fifty percent (50%) of the total additional revenue from taxes, penalties and interest which are imposed by the City or taxing districts, and which are generated by economic activities within the area selected for Redevelopment Project C-2 over the amount of such taxes generated by economic activities within such area in the calendar year prior to the adoption of this ordinance, while tax increment financing remains in effect, but excluding those taxes, licenses, fees, or special assessments identified in Section 99.845.3 of the Act, other than payments in lieu of taxes, and penalties and interest thereon shall be allocated to, and paid by the local political subdivision collecting officer to the City Treasurer or other designated financial officer of the City, who shall deposit such funds in a separate segregated account within the Special Allocation Fund.

Section 4. This ordinance shall be in full force and effect from and after its passage by the Board of Aldermen and approval by the Mayor according to law.

PASSED and APPROVED this 6th day of December 2022.

Mayor Dean Katerndahl

ATTESTED:

City Clerk Melissa McChesney

Exhibit A

Legal Description of Redevelopment Project Area C-2

LOT 7 – RETAIL STORE

54,080 SQUARE FEET – 1.14 ACRES

LOT 1, OLD TOWN AT CREEKSIDE – SIXTH PLAT, A SUBDIVISION IN THE CITY OF PARKVILLE, PLATTE COUNTY MISSOURI, RECORDED OCTOBER 28, 2021 AT BOOK 22 PAGE 306.

AN ORDINANCE APPROVING REDEVELOPMENT PROJECT AREA C-4 OF THE CREEKSIDE TAX INCREMENT FINANCING PLAN AS A REDEVELOPMENT PROJECT AND ADOPTING TAX INCREMENT FINANCING THEREIN

WHEREAS, on April 2, 2019, the Board of Aldermen of the City of Parkville, Missouri (the "City") adopted Ordinance No. 2988 approving the Creekside Tax Increment Financing Plan, all pursuant to the provisions of the Real Property Tax Increment Allocation Act, Sections 99.800 to 99.865, RSMo (the "Act"); and

WHEREAS, on October 19, 2021, the Board of Aldermen of the City adopted Ordinance No. 3093 approving the First Amendment to the Creekside Tax Increment Financing Plan, all pursuant to the provisions of the Act; and

WHEREAS, on December 6, 2022, the Board of Aldermen of the City adopted Ordinance No. _____ approving the Second Amendment to the Creekside Tax Increment Financing Plan, all pursuant to the provisions of the Act; and

WHEREAS, the Creekside Tax Increment Financing Plan contemplates implementation through 24 separate Redevelopment Project Areas, including the adoption of tax increment financing in the area designated as Redevelopment Project Area C-4.

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

Section 1. That the area selected for Redevelopment Project Area C-4 legally described in Exhibit A attached hereto is approved and designated as a Redevelopment Project (hereinafter referred to as "Redevelopment Project C-4"). Redevelopment Project C-4 includes only those parcels of real property and improvements thereon which will be directly and substantially benefited by the Redevelopment Project improvements therein.

Section 2. That tax increment allocation financing is hereby adopted for taxable real property in the above-described area selected for Redevelopment Project C-4. Pursuant to the Act, after the total equalized assessed valuation of the taxable real property in Redevelopment Project C-4 exceeds the certified total initial equalized assessed valuation of the taxable real property in Redevelopment Project C-4, the ad valorem taxes, and payments in lieu of taxes, if any, arising from the levies upon the taxable real property in Redevelopment Project C-4 by taxing districts and tax rates determined in the manner provided in subsection 2 of Section 99.855 of the Act, as amended, each year after the effective date of the ordinance until redevelopment project costs have been paid shall be divided as follows:

- a. That portion of taxes, penalties and interest levied upon each taxable lot, block, tract, or parcel of real property which is attributable to the initial equalized value of each such taxable lot, block, tract or parcel of property in the area selected for Redevelopment Project C-4 shall be allocated to and, when collected, shall be paid by the Platte County Collector and the City Treasurer to the respective affected taxing districts in the manner required by law in the absence of the adoption of tax increment allocation financing.
- b. Payments in lieu of taxes attributable to the increase in the current equalized assessed valuation of each taxable lot, block, tract or parcel of real property in the area selected for Redevelopment Project C-4, and any applicable penalty and

interest over and above the initial equalized assessed value of each such unit of property shall be allocated to and, when collected, shall be paid to the City Treasurer who shall deposit such payment in lieu of taxes into a special fund called the "Special Allocation Fund" of the City for the purpose of paying redevelopment project costs and any obligations incurred in the payment thereof; provided that payments in lieu of taxes shall be subject to the provisions of Section 99.845.1(3) of the Act, as amended, regarding the blind pension fund tax and the merchants' and manufacturers' inventory replacement tax and Section 99.845.15 of the Act regarding property tax levied under Section 205.971 RSMo.

Section 3. That in addition to the payments in lieu of taxes described in subsection b of Section 2 above, fifty percent (50%) of the total additional revenue from taxes, penalties and interest which are imposed by the City or taxing districts, and which are generated by economic activities within the area selected for Redevelopment Project C-4 over the amount of such taxes generated by economic activities within such area in the calendar year prior to the adoption of this ordinance, while tax increment financing remains in effect, but excluding those taxes, licenses, fees, or special assessments identified in Section 99.845.3 of the Act, other than payments in lieu of taxes, and penalties and interest thereon shall be allocated to, and paid by the local political subdivision collecting officer to the City Treasurer or other designated financial officer of the City, who shall deposit such funds in a separate segregated account within the Special Allocation Fund.

Section 4. This ordinance shall be in full force and effect from and after its passage by the Board of Aldermen and approval by the Mayor according to law.

PASSED and APPROVED this 6th day of December 2022.

Mayor Dean Katerndahl

ATTESTED:

City Clerk Melissa McChesney

Exhibit A

Legal Description of Redevelopment Project Area C-4

LOT 11 – RESTAURANT USE IN SEQ
35,649 SQUARE FEET – 0.81 ACRES

LOT 1, OLD TOWN AT CREEKSIDE – THIRD PLAT, A SUBDIVISION IN PLATTE
COUNTY, MISSOURI RECORDED AUGUST 11, 2021, BOOK 22, PAGE 282.

AN ORDINANCE APPROVING REDEVELOPMENT PROJECT AREA C-7 OF THE CREEKSIDE TAX INCREMENT FINANCING PLAN AS A REDEVELOPMENT PROJECT AND ADOPTING TAX INCREMENT FINANCING THEREIN

WHEREAS, on April 2, 2019, the Board of Aldermen of the City of Parkville, Missouri (the "City") adopted Ordinance No. 2988 approving the Creekside Tax Increment Financing Plan, all pursuant to the provisions of the Real Property Tax Increment Allocation Act, Sections 99.800 to 99.865, RSMo (the "Act"); and

WHEREAS, on October 19, 2021, the Board of Aldermen of the City adopted Ordinance No. 3093 approving the First Amendment to the Creekside Tax Increment Financing Plan, all pursuant to the provisions of the Act; and

WHEREAS, on December 6, 2022, the Board of Aldermen of the City adopted Ordinance No. _____ approving the Second Amendment to the Creekside Tax Increment Financing Plan, all pursuant to the provisions of the Act; and

WHEREAS, the Creekside Tax Increment Financing Plan contemplates implementation through 24 separate Redevelopment Project Areas, including the adoption of tax increment financing in the area designated as Redevelopment Project Area C-7.

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

Section 1. That the area selected for Redevelopment Project Area C-7 legally described in Exhibit A attached hereto is approved and designated as a Redevelopment Project (hereinafter referred to as "Redevelopment Project C-7"). Redevelopment Project C-7 includes only those parcels of real property and improvements thereon which will be directly and substantially benefited by the Redevelopment Project improvements therein.

Section 2. That tax increment allocation financing is hereby adopted for taxable real property in the above-described area selected for Redevelopment Project C-7. Pursuant to the Act, after the total equalized assessed valuation of the taxable real property in Redevelopment Project C-7 exceeds the certified total initial equalized assessed valuation of the taxable real property in Redevelopment Project C-7, the ad valorem taxes, and payments in lieu of taxes, if any, arising from the levies upon the taxable real property in Redevelopment Project C-7 by taxing districts and tax rates determined in the manner provided in subsection 2 of Section 99.855 of the Act, as amended, each year after the effective date of the ordinance until redevelopment project costs have been paid shall be divided as follows:

- a. That portion of taxes, penalties and interest levied upon each taxable lot, block, tract, or parcel of real property which is attributable to the initial equalized value of each such taxable lot, block, tract or parcel of property in the area selected for Redevelopment Project C-7 shall be allocated to and, when collected, shall be paid by the Platte County Collector and the City Treasurer to the respective affected taxing districts in the manner required by law in the absence of the adoption of tax increment allocation financing.
- b. Payments in lieu of taxes attributable to the increase in the current equalized assessed valuation of each taxable lot, block, tract or parcel of real property in the area selected for Redevelopment Project C-7, and any applicable penalty and

interest over and above the initial equalized assessed value of each such unit of property shall be allocated to and, when collected, shall be paid to the City Treasurer who shall deposit such payment in lieu of taxes into a special fund called the "Special Allocation Fund" of the City for the purpose of paying redevelopment project costs and any obligations incurred in the payment thereof; provided that payments in lieu of taxes shall be subject to the provisions of Section 99.845.1(3) of the Act, as amended, regarding the blind pension fund tax and the merchants' and manufacturers' inventory replacement tax and Section 99.845.15 of the Act regarding property tax levied under Section 205.971 RSMo.

Section 3. That in addition to the payments in lieu of taxes described in subsection b of Section 2 above, fifty percent (50%) of the total additional revenue from taxes, penalties and interest which are imposed by the City or taxing districts, and which are generated by economic activities within the area selected for Redevelopment Project C-7 over the amount of such taxes generated by economic activities within such area in the calendar year prior to the adoption of this ordinance, while tax increment financing remains in effect, but excluding those taxes, licenses, fees, or special assessments identified in Section 99.845.3 of the Act, other than payments in lieu of taxes, and penalties and interest thereon shall be allocated to, and paid by the local political subdivision collecting officer to the City Treasurer or other designated financial officer of the City, who shall deposit such funds in a separate segregated account within the Special Allocation Fund.

Section 4. This ordinance shall be in full force and effect from and after its passage by the Board of Aldermen and approval by the Mayor according to law.

PASSED and APPROVED this 6th day of December 2022.

Mayor Dean Katerndahl

ATTESTED:

City Clerk Melissa McChesney

Exhibit A

Legal Description of Redevelopment Project Area C-7

LOT 13

72,445 SQUARE FEET – 2.38 ACRES

LOT 1, OLD TOWN AT CREEKSIDE – SEVENTH PLAT, A SUBDIVISION IN THE CITY OF PARKVILLE, PLATTE COUNTY, MISSOURI RECORDED DECEMBER 21, 2021 BOOK 22, PAGE 327.

AN ORDINANCE APPROVING REDEVELOPMENT PROJECT AREA K OF THE CREEKSIDE TAX INCREMENT FINANCING PLAN AS A REDEVELOPMENT PROJECT AND ADOPTING TAX INCREMENT FINANCING THEREIN

WHEREAS, on April 2, 2019, the Board of Aldermen of the City of Parkville, Missouri (the "City") adopted Ordinance No. 2988 approving the Creekside Tax Increment Financing Plan, all pursuant to the provisions of the Real Property Tax Increment Allocation Act, Sections 99.800 to 99.865, RSMo (the "Act"); and

WHEREAS, on October 19, 2021, the Board of Aldermen of the City adopted Ordinance No. 3093 approving the First Amendment to the Creekside Tax Increment Financing Plan, all pursuant to the provisions of the Act; and

WHEREAS, on December 6, 2022, the Board of Aldermen of the City adopted Ordinance No. _____ approving the Second Amendment to the Creekside Tax Increment Financing Plan, all pursuant to the provisions of the Act; and

WHEREAS, the Creekside Tax Increment Financing Plan contemplates implementation through 24 separate Redevelopment Project Areas, including the adoption of tax increment financing in the area designated as Redevelopment Project Area K.

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

Section 1. That the area selected for Redevelopment Project Area K legally described in Exhibit A attached hereto is approved and designated as a Redevelopment Project (hereinafter referred to as "Redevelopment Project A"). Redevelopment Project A includes only those parcels of real property and improvements thereon which will be directly and substantially benefited by the Redevelopment Project improvements therein.

Section 2. That tax increment allocation financing is hereby adopted for taxable real property in the above-described area selected for Redevelopment Project A. Pursuant to the Act, after the total equalized assessed valuation of the taxable real property in Redevelopment Project A exceeds the certified total initial equalized assessed valuation of the taxable real property in Redevelopment Project A, the ad valorem taxes, and payments in lieu of taxes, if any, arising from the levies upon the taxable real property in Redevelopment Project A by taxing districts and tax rates determined in the manner provided in subsection 2 of Section 99.855 of the Act, as amended, each year after the effective date of the ordinance until redevelopment project costs have been paid shall be divided as follows:

- a. That portion of taxes, penalties and interest levied upon each taxable lot, block, tract, or parcel of real property which is attributable to the initial equalized value of each such taxable lot, block, tract or parcel of property in the area selected for Redevelopment Project A shall be allocated to and, when collected, shall be paid by the Platte County Collector and the City Treasurer to the respective affected taxing districts in the manner required by law in the absence of the adoption of tax increment allocation financing.
- b. Payments in lieu of taxes attributable to the increase in the current equalized assessed valuation of each taxable lot, block, tract or parcel of real property in the area selected for Redevelopment Project A, and any applicable penalty and interest

over and above the initial equalized assessed value of each such unit of property shall be allocated to and, when collected, shall be paid to the City Treasurer who shall deposit such payment in lieu of taxes into a special fund called the "Special Allocation Fund" of the City for the purpose of paying redevelopment project costs and any obligations incurred in the payment thereof; provided that payments in lieu of taxes shall be subject to the provisions of Section 99.845.1(3) of the Act, as amended, regarding the blind pension fund tax and the merchants' and manufacturers' inventory replacement tax and Section 99.845.15 of the Act regarding property tax levied under Section 205.971 RSMo.

Section 3. That in addition to the payments in lieu of taxes described in subsection b of Section 2 above, fifty percent (50%) of the total additional revenue from taxes, penalties and interest which are imposed by the City or taxing districts, and which are generated by economic activities within the area selected for Redevelopment Project A over the amount of such taxes generated by economic activities within such area in the calendar year prior to the adoption of this ordinance, while tax increment financing remains in effect, but excluding those taxes, licenses, fees, or special assessments identified in Section 99.845.3 of the Act, other than payments in lieu of taxes, and penalties and interest thereon shall be allocated to, and paid by the local political subdivision collecting officer to the City Treasurer or other designated financial officer of the City, who shall deposit such funds in a separate segregated account within the Special Allocation Fund.

Section 4. This ordinance shall be in full force and effect from and after its passage by the Board of Aldermen and approval by the Mayor according to law.

Section 5. This ordinance is effective upon its passage and approval.

PASSED and APPROVED this 6th day of December 2022.

Mayor Dean Katerndahl

ATTESTED:

City Clerk Melissa McChesney

Exhibit A

Legal Description of Redevelopment Project Area K

LOT 19

132,899 sq. ft. 2.35 acres

TRACT B, CREEKSIDE COMMONS, A REPLAT OF LOT 3, CREEKSIDE VILLAGE FIRST PLAT, A SUBDIVISION IN THE CITY OF PARKVILLE, PLATTE COUNTY, MISSOURI RECORDED FEBRUARY 7, 2020 BOOK 22, PAGE 93.

AN ORDINANCE APPROVING REDEVELOPMENT PROJECT AREA E-1 OF THE CREEKSIDE TAX INCREMENT FINANCING PLAN AS A REDEVELOPMENT PROJECT AND ADOPTING TAX INCREMENT FINANCING THEREIN

WHEREAS, on April 2, 2019, the Board of Aldermen of the City of Parkville, Missouri (the "City") adopted Ordinance No. 2988 approving the Creekside Tax Increment Financing Plan, all pursuant to the provisions of the Real Property Tax Increment Allocation Act, Sections 99.800 to 99.865, RSMo (the "Act"); and

WHEREAS, on October 19, 2021, the Board of Aldermen of the City adopted Ordinance No. 3093 approving the First Amendment to the Creekside Tax Increment Financing Plan, all pursuant to the provisions of the Act; and

WHEREAS, on December 6, 2022, the Board of Aldermen of the City adopted Ordinance No. ____ approving the Second Amendment to the Creekside Tax Increment Financing Plan, all pursuant to the provisions of the Act; and

WHEREAS, the Creekside Tax Increment Financing Plan contemplates implementation through 24 separate Redevelopment Project Areas, including the adoption of tax increment financing in the area designated as Redevelopment Project Area E-1.

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

Section 1. That the area selected for Redevelopment Project Area E-1 legally described in Exhibit A attached hereto is approved and designated as a Redevelopment Project (hereinafter referred to as "Redevelopment Project E-1"). Redevelopment Project E-1 includes only those parcels of real property and improvements thereon which will be directly and substantially benefited by the Redevelopment Project improvements therein.

Section 2. That tax increment allocation financing is hereby adopted for taxable real property in the above-described area selected for Redevelopment Project E-1. Pursuant to the Act, after the total equalized assessed valuation of the taxable real property in Redevelopment Project E-1 exceeds the certified total initial equalized assessed valuation of the taxable real property in Redevelopment Project E-1, the ad valorem taxes, and payments in lieu of taxes, if any, arising from the levies upon the taxable real property in Redevelopment Project E-1 by taxing districts and tax rates determined in the manner provided in subsection 2 of Section 99.855 of the Act, as amended, each year after the effective date of the ordinance until redevelopment project costs have been paid shall be divided as follows:

- a. That portion of taxes, penalties and interest levied upon each taxable lot, block, tract, or parcel of real property which is attributable to the initial equalized value of each such taxable lot, block, tract or parcel of property in the area selected for Redevelopment Project E-1 shall be allocated to and, when collected, shall be paid by the Platte County Collector and the City Treasurer to the respective affected taxing districts in the manner required by law in the absence of the adoption of tax increment allocation financing.
- b. Payments in lieu of taxes attributable to the increase in the current equalized assessed valuation of each taxable lot, block, tract or parcel of real property in the area selected for Redevelopment Project E-1, and any applicable penalty and

interest over and above the initial equalized assessed value of each such unit of property shall be allocated to and, when collected, shall be paid to the City Treasurer who shall deposit such payment in lieu of taxes into a special fund called the "Special Allocation Fund" of the City for the purpose of paying redevelopment project costs and any obligations incurred in the payment thereof; provided that payments in lieu of taxes shall be subject to the provisions of Section 99.845.1(3) of the Act, as amended, regarding the blind pension fund tax and the merchants' and manufacturers' inventory replacement tax and Section 99.845.15 of the Act regarding property tax levied under Section 205.971 RSMo.

Section 3. That in addition to the payments in lieu of taxes described in subsection b of Section 2 above, fifty percent (50%) of the total additional revenue from taxes, penalties and interest which are imposed by the City or taxing districts, and which are generated by economic activities within the area selected for Redevelopment Project E-1 over the amount of such taxes generated by economic activities within such area in the calendar year prior to the adoption of this ordinance, while tax increment financing remains in effect, but excluding those taxes, licenses, fees, or special assessments identified in Section 99.845.3 of the Act, other than payments in lieu of taxes, and penalties and interest thereon shall be allocated to, and paid by the local political subdivision collecting officer to the City Treasurer or other designated financial officer of the City, who shall deposit such funds in a separate segregated account within the Special Allocation Fund.

Section 4. This ordinance shall be in full force and effect from and after its passage by the Board of Aldermen and approval by the Mayor according to law.

PASSED and APPROVED this 6th day of December 2022.

Mayor Dean Katerndahl

ATTESTED:

City Clerk Melissa McChesney

Exhibit A

Legal Description of Redevelopment Project Area E-1

LOT 8

184,071 SQUARE FEET – 2.79 ACRES

LOT 1, OLD TOWN AT CREEKSIDE – FIFTH PLAT, A SUBDIVISION IN THE CITY
OF PARKVILLE, PLATTE COUNTY, MISSOURI RECORDED JANUARY 25, 2022
BOOK 22 PAGE 335

AN ORDINANCE APPROVING REDEVELOPMENT PROJECT AREA E-2 OF THE CREEKSIDE TAX INCREMENT FINANCING PLAN AS A REDEVELOPMENT PROJECT AND ADOPTING TAX INCREMENT FINANCING THEREIN

WHEREAS, on April 2, 2019, the Board of Aldermen of the City of Parkville, Missouri (the "City") adopted Ordinance No. 2988 approving the Creekside Tax Increment Financing Plan, all pursuant to the provisions of the Real Property Tax Increment Allocation Act, Sections 99.800 to 99.865, RSMo (the "Act"); and

WHEREAS, on October 19, 2021, the Board of Aldermen of the City adopted Ordinance No. 3093 approving the First Amendment to the Creekside Tax Increment Financing Plan, all pursuant to the provisions of the Act; and

WHEREAS, on December 6, 2022, the Board of Aldermen of the City adopted Ordinance No. _____ approving the Second Amendment to the Creekside Tax Increment Financing Plan, all pursuant to the provisions of the Act; and

WHEREAS, the Creekside Tax Increment Financing Plan contemplates implementation through 24 separate Redevelopment Project Areas, including the adoption of tax increment financing in the area designated as Redevelopment Project Area E-2.

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

Section 1. That the area selected for Redevelopment Project Area E-2 legally described in Exhibit A attached hereto is approved and designated as a Redevelopment Project (hereinafter referred to as "Redevelopment Project E-2"). Redevelopment Project E-2 includes only those parcels of real property and improvements thereon which will be directly and substantially benefited by the Redevelopment Project improvements therein.

Section 2. That tax increment allocation financing is hereby adopted for taxable real property in the above-described area selected for Redevelopment Project E-2. Pursuant to the Act, after the total equalized assessed valuation of the taxable real property in Redevelopment Project E-2 exceeds the certified total initial equalized assessed valuation of the taxable real property in Redevelopment Project E-2, the ad valorem taxes, and payments in lieu of taxes, if any, arising from the levies upon the taxable real property in Redevelopment Project E-2 by taxing districts and tax rates determined in the manner provided in subsection 2 of Section 99.855 of the Act, as amended, each year after the effective date of the ordinance until redevelopment project costs have been paid shall be divided as follows:

- a. That portion of taxes, penalties and interest levied upon each taxable lot, block, tract, or parcel of real property which is attributable to the initial equalized value of each such taxable lot, block, tract or parcel of property in the area selected for Redevelopment Project E-2 shall be allocated to and, when collected, shall be paid by the Platte County Collector and the City Treasurer to the respective affected taxing districts in the manner required by law in the absence of the adoption of tax increment allocation financing.
- b. Payments in lieu of taxes attributable to the increase in the current equalized assessed valuation of each taxable lot, block, tract or parcel of real property in the area selected for Redevelopment Project E-2, and any applicable penalty and

interest over and above the initial equalized assessed value of each such unit of property shall be allocated to and, when collected, shall be paid to the City Treasurer who shall deposit such payment in lieu of taxes into a special fund called the "Special Allocation Fund" of the City for the purpose of paying redevelopment project costs and any obligations incurred in the payment thereof; provided that payments in lieu of taxes shall be subject to the provisions of Section 99.845.1(3) of the Act, as amended, regarding the blind pension fund tax and the merchants' and manufacturers' inventory replacement tax and Section 99.845.15 of the Act regarding property tax levied under Section 205.971 RSMo.

Section 3. That in addition to the payments in lieu of taxes described in subsection b of Section 2 above, fifty percent (50%) of the total additional revenue from taxes, penalties and interest which are imposed by the City or taxing districts, and which are generated by economic activities within the area selected for Redevelopment Project E-2 over the amount of such taxes generated by economic activities within such area in the calendar year prior to the adoption of this ordinance, while tax increment financing remains in effect, but excluding those taxes, licenses, fees, or special assessments identified in Section 99.845.3 of the Act, other than payments in lieu of taxes, and penalties and interest thereon shall be allocated to, and paid by the local political subdivision collecting officer to the City Treasurer or other designated financial officer of the City, who shall deposit such funds in a separate segregated account within the Special Allocation Fund.

Section 4. This ordinance shall be in full force and effect from and after its passage by the Board of Aldermen and approval by the Mayor according to law.

PASSED and APPROVED this 6th day of December 2022.

Mayor Dean Katerndahl

ATTESTED:

City Clerk Melissa McChesney

Exhibit A

Legal Description of Redevelopment Project Area E-2

LOT 8

184,071 SQUARE FEET – 0.69 ACRES

LOT 2, OLD TOWN AT CREEKSIDE – FIFTH PLAT, A SUBDIVISION IN THE CITY
OF PARKVILLE, PLATTE COUNTY, MISSOURI RECORDED JANUARY 25, 2022
BOOK 22 PAGE 335

AN ORDINANCE APPROVING REDEVELOPMENT PROJECT AREA E-3 OF THE CREEKSIDE TAX INCREMENT FINANCING PLAN AS A REDEVELOPMENT PROJECT AND ADOPTING TAX INCREMENT FINANCING THEREIN

WHEREAS, on April 2, 2019, the Board of Aldermen of the City of Parkville, Missouri (the "City") adopted Ordinance No. 2988 approving the Creekside Tax Increment Financing Plan, all pursuant to the provisions of the Real Property Tax Increment Allocation Act, Sections 99.800 to 99.865, RSMo (the "Act"); and

WHEREAS, on October 19, 2021, the Board of Aldermen of the City adopted Ordinance No. 3093 approving the First Amendment to the Creekside Tax Increment Financing Plan, all pursuant to the provisions of the Act; and

WHEREAS, on December 6, 2022, the Board of Aldermen of the City adopted Ordinance No. _____ approving the Second Amendment to the Creekside Tax Increment Financing Plan, all pursuant to the provisions of the Act; and

WHEREAS, the Creekside Tax Increment Financing Plan contemplates implementation through 24 separate Redevelopment Project Areas, including the adoption of tax increment financing in the area designated as Redevelopment Project Area E-3.

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

Section 1. That the area selected for Redevelopment Project Area E-3 legally described in Exhibit A attached hereto is approved and designated as a Redevelopment Project (hereinafter referred to as "Redevelopment Project E-3"). Redevelopment Project E-3 includes only those parcels of real property and improvements thereon which will be directly and substantially benefited by the Redevelopment Project improvements therein.

Section 2. That tax increment allocation financing is hereby adopted for taxable real property in the above-described area selected for Redevelopment Project E-3. Pursuant to the Act, after the total equalized assessed valuation of the taxable real property in Redevelopment Project E-3 exceeds the certified total initial equalized assessed valuation of the taxable real property in Redevelopment Project E-3, the ad valorem taxes, and payments in lieu of taxes, if any, arising from the levies upon the taxable real property in Redevelopment Project E-3 by taxing districts and tax rates determined in the manner provided in subsection 2 of Section 99.855 of the Act, as amended, each year after the effective date of the ordinance until redevelopment project costs have been paid shall be divided as follows:

- a. That portion of taxes, penalties and interest levied upon each taxable lot, block, tract, or parcel of real property which is attributable to the initial equalized value of each such taxable lot, block, tract or parcel of property in the area selected for Redevelopment Project E-3 shall be allocated to and, when collected, shall be paid by the Platte County Collector and the City Treasurer to the respective affected taxing districts in the manner required by law in the absence of the adoption of tax increment allocation financing.
- b. Payments in lieu of taxes attributable to the increase in the current equalized assessed valuation of each taxable lot, block, tract or parcel of real property in the area selected for Redevelopment Project E-3, and any applicable penalty and

interest over and above the initial equalized assessed value of each such unit of property shall be allocated to and, when collected, shall be paid to the City Treasurer who shall deposit such payment in lieu of taxes into a special fund called the "Special Allocation Fund" of the City for the purpose of paying redevelopment project costs and any obligations incurred in the payment thereof; provided that payments in lieu of taxes shall be subject to the provisions of Section 99.845.1(3) of the Act, as amended, regarding the blind pension fund tax and the merchants' and manufacturers' inventory replacement tax and Section 99.845.15 of the Act regarding property tax levied under Section 205.971 RSMo.

Section 3. That in addition to the payments in lieu of taxes described in subsection b of Section 2 above, fifty percent (50%) of the total additional revenue from taxes, penalties and interest which are imposed by the City or taxing districts, and which are generated by economic activities within the area selected for Redevelopment Project E-3 over the amount of such taxes generated by economic activities within such area in the calendar year prior to the adoption of this ordinance, while tax increment financing remains in effect, but excluding those taxes, licenses, fees, or special assessments identified in Section 99.845.3 of the Act, other than payments in lieu of taxes, and penalties and interest thereon shall be allocated to, and paid by the local political subdivision collecting officer to the City Treasurer or other designated financial officer of the City, who shall deposit such funds in a separate segregated account within the Special Allocation Fund.

Section 4. This ordinance shall be in full force and effect from and after its passage by the Board of Aldermen and approval by the Mayor according to law.

PASSED and APPROVED this 6th day of December 2022.

Mayor Dean Katerndahl

ATTESTED:

City Clerk Melissa McChesney

Exhibit A

Legal Description of Redevelopment Project Area E-3

LOT 8

----- SQUARE FEET – 0.746 ACRES

ALL THAT PART OF THE OF THE NORTHEAST QUARTER OF SECTION 19, TOWNSHIP 51 NORTH, RANGE 34 WEST OF THE 5TH P.M., PLATTE COUNTY, MISSOURI, AND DESCRIBED AS FOLLOWS:

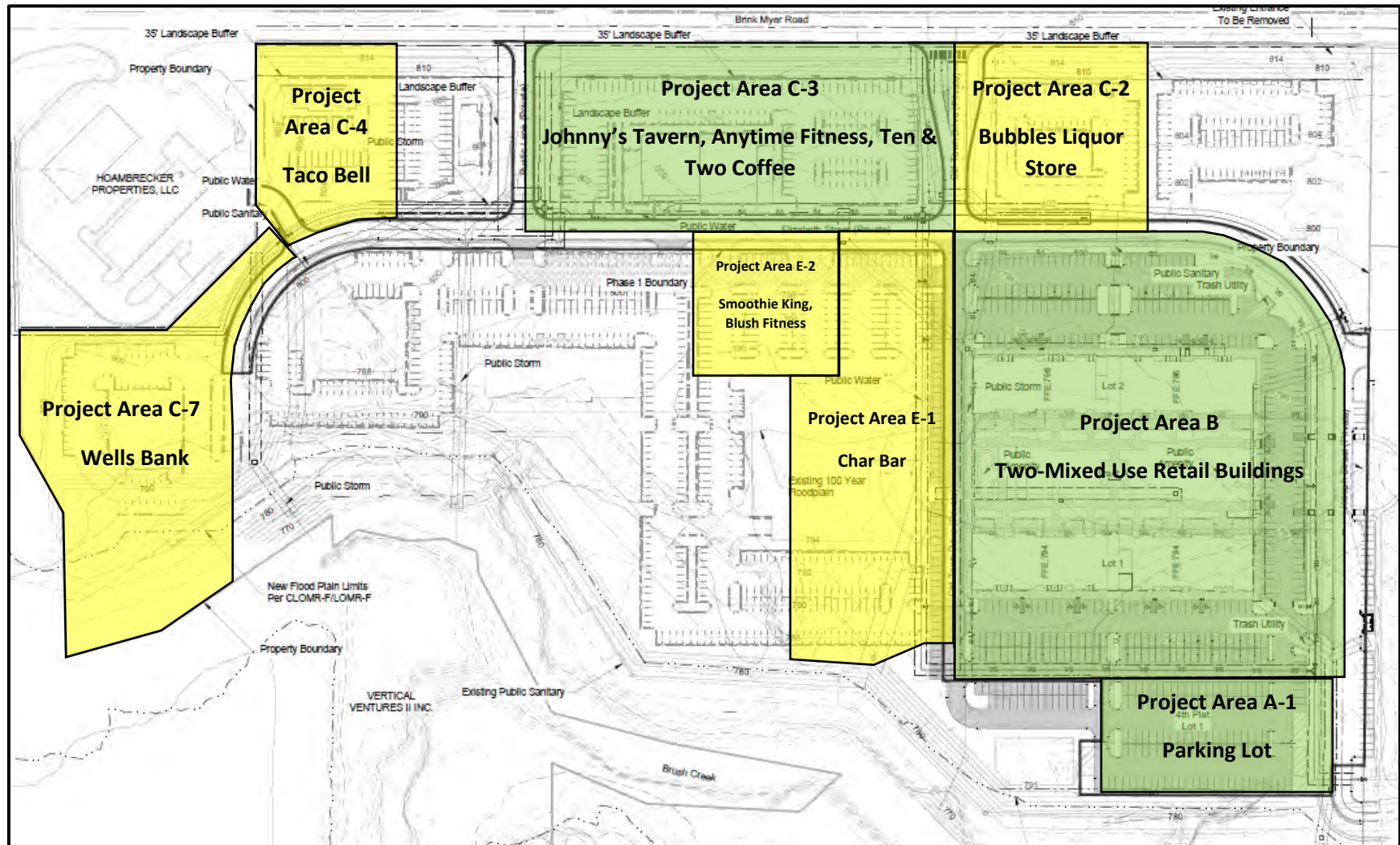
COMMENCING AT THE SOUTHEAST CORNER OF THE NORTH HALF OF THE SOUTHWEST QUARTER OF SAID NORTHEAST QUARTER; THENCE N 89°56'27" W, ALONG THE SOUTH LINE OF SAID NORTH HALF, 40.00 FEET TO A POINT ON THE WESTERLY NW BRINK-MYER ROAD RIGHT OF WAY LINE; THENCE N 00°12'58" E, ALONG SAID RIGHT OF WAY LINE, 520.31 FEET; THENCE DEPARTING SAID RIGHT OF WAY LINE, N 89°47'04" W, 216.99 FEET TO THE POINT OF BEGINNING; THENCE N 00°03'09" W, 334.29 FEET; THENCE S 89°56'51" W, 548.39 FEET; THENCE S 03°20'29" W, 233.59 FEET; THENCE S 20°18'20" E, 64.86 FEET; THENCE S 00°32'48" W, 37.73 FEET; THENCE S 89°47'04" E, 540.17 FEET TO THE POINT OF BEGINNING.

LESS AND EXCEPT LOT 1, OLD TOWN AT CREEKSIDE – FIFTH PLAT, A SUBDIVISION IN THE CITY OF PARKVILLE, PLATTE COUNTY, MISSOURI RECORDED JANUARY 25, 2022 BOOK 22 PAGE 335.

LESS AND EXCEPT LOT 2, OLD TOWN AT CREEKSIDE – FIFTH PLAT, A SUBDIVISION IN THE CITY OF PARKVILLE, PLATTE COUNTY, MISSOURI RECORDED JANUARY 25, 2022 BOOK 22 PAGE 335.

Creekside TIF – Redevelopment Project Areas Reference Map (December 6, 2022)

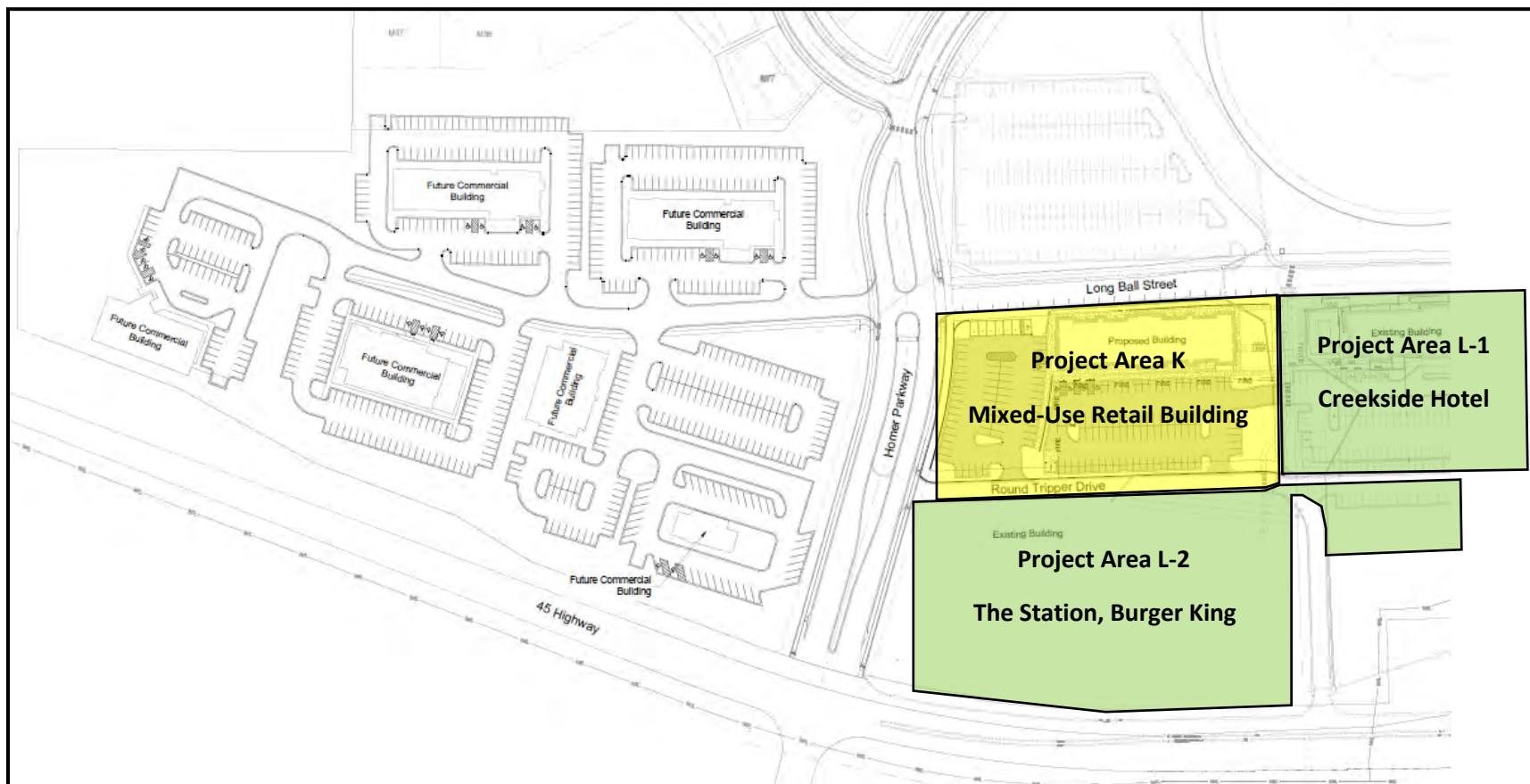
Old Town At Creekside (southeast quadrant)



- ★ Activated in 2021
- ★ To be activated in 2022

Creekside TIF – Redevelopment Project Areas Reference Map (December 6, 2022)

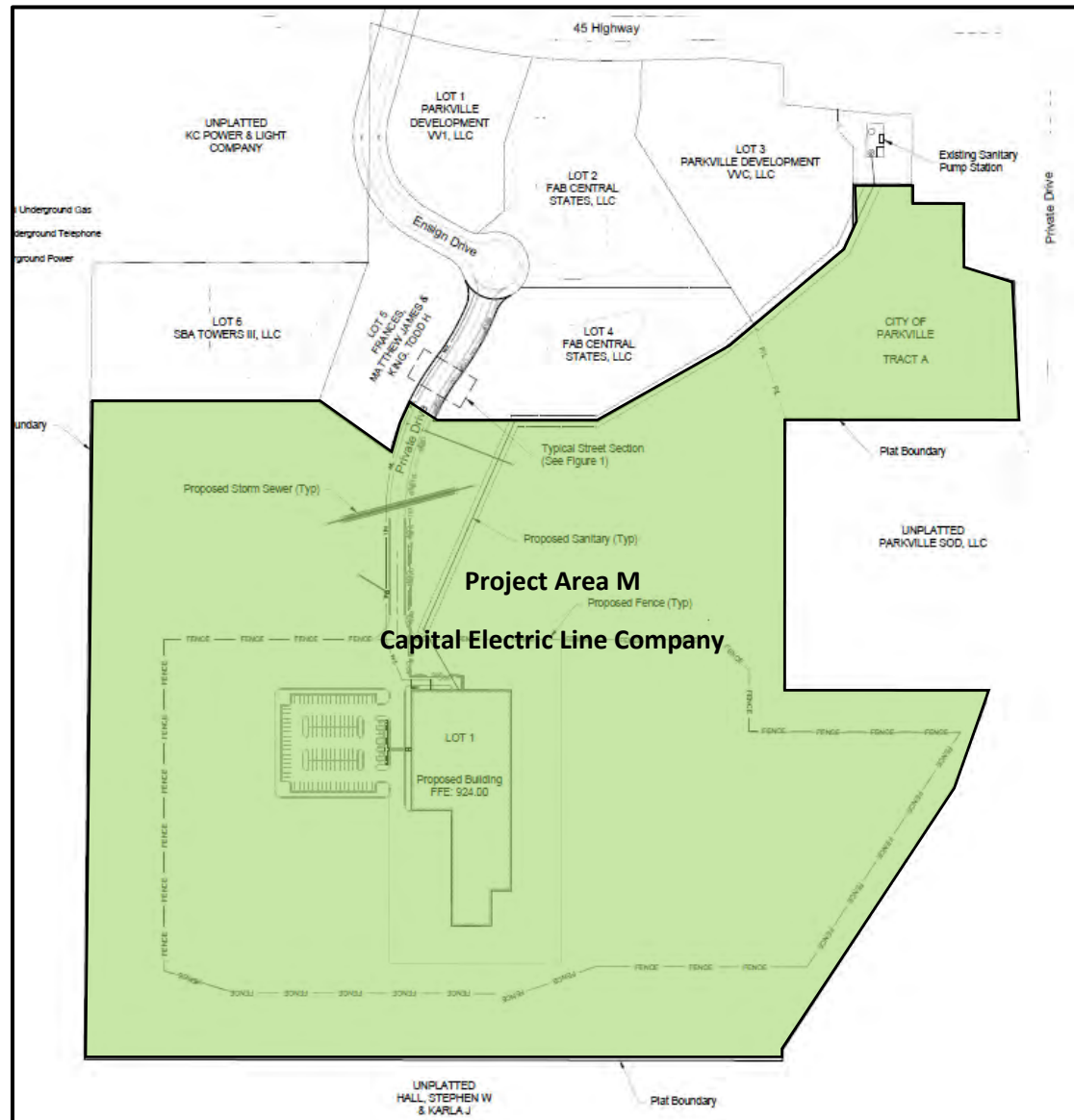
Creekside Commons (northwest quadrant)



★ Activated in 2021
★ To be activated in 2022

Creekside TIF – Redevelopment Project Areas Reference Map (December 6, 2022)

Creekside Industrial (southwest quadrant)



- ★ Activated in 2021
- ★ To be activated in 2022

CITY OF PARKVILLE **Policy Report**

DATE: Thursday, December 1, 2022

PREPARED BY:
Brad Stanton
Planner

REVIEWED BY:
Stephen Lachky
Community Development Director

ISSUE:

Adopt an ordinance rezoning property for Friends of Parkville Animal Shelter (FOPAS) from “R-4” Mixed Density Residential to “B-4-P” Planned Business District. Case No. PZ 2022-37; Friends of Parkville Animal Shelter, applicant.

BACKGROUND:

Since 2006, the Friends of Parkville Animal Shelter has operated from this location, addressed as 1356 State Highway 9. FOPAS took ownership of the property in 2016. FOPAS is a non-profit animal rescue that has had a contract with the City of Parkville since 2006 for the care of dogs and cats found as strays within the city limits of Parkville. The City has had a contracted agreement with FOPAS since January 1, 2008 that has been amended eight (8) times, the amendments to extend the length of the agreement. In 2016, a work session was held with the Planning & Zoning Commission and it was decided the Commission would be comfortable approving the animal shelter as a conditional use at the subject location. It was additionally determined at that time that finding an alternative site for the shelter was not possible.

Animal shelters in residential districts are allowed in the Parkville Municipal Code with an approved Conditional Use Permit. Animal care – general uses are not allowed in the “R-4” zoning district, but are allowed by right in the proposed “B-4-P” zoning district. Future development of the property would be subject to the City’s standard planning and building reviews. FOPAS has noted that while they do not plan to expand their operation (i.e. shelter more animals), they do have plans for new/renovated building(s).

APPLICATION:

The applicant proposes a zoning map amendment for the Friends of Parkville Animal Shelter (FOPAS), generally located west of 9 Highway at Lakeview Drive. The applicant is proposing to continue the existing animal shelter use on site. The subject property is currently zoned “R-4” Mixed Density Residential. The applicant is requesting to rezone the property to “B-4-P” Planned Business District, which allows “animal care - general” uses by right.

PLANNING AND ZONING COMMISSION RECOMMENDATION:

On November 8, 2022 the Planning and Zoning Commission held a public hearing to consider the Application for Zoning Map Amendment. The Commission discussed the merits of the application; consistency with the Master Plan; compliance with requirements of the Title IV – Development Code and whether additional site-specific conditions were needed to mitigate potential impacts; impact on the public realm; adequacy of utilities and other public facilities; compatibility with character of the area in terms of design, hours of operation, visible impacts, and traffic patterns; duration of use; neighboring properties; long-range plans; and the recommendations of professional staff or other technical reviews. Staff’s analysis report presented to the Commission is included as Attachment 5.

After discussion, the Commission voted (6-1) to recommend approval of the Application for Zoning Map Amendment, subject to 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. Future animal shelter buildings on site shall be subject to review by the Planning and Zoning Commission.
3. Any other conditions the Board of Aldermen determines are necessary.

STAFF RECOMMENDATION:

As noted in the Planning & Zoning Commission staff report, staff provides no recommendation for the Board of Aldermen, rather defers to the Planning & Zoning Commission's recommendation of approval.

BUDGET IMPACT:

Staff expects no immediate budget impact.

ALTERNATIVES:

1. Adopt an ordinance approving the rezoning, subject to conditions recommended by the Planning and Zoning Commission on first reading and postpone the second reading to December 20, 2022.
2. Adopt an ordinance approving the rezoning, subject to changes directed by the Board of Aldermen on first reading and postpone the second reading to December 20, 2022.
3. Postpone consideration of the item.
4. Deny the application for rezoning.

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.

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:

APPROVAL: I move to approve Bill No. _____, an ordinance approving an application for a zoning map amendment for Friends of Parkville Animal Shelter, subject to conditions recommended by the Planning and Zoning Commission, on first reading, and postpone the second reading to December 20, 2022.

ATTACHMENTS:

1. Ordinance
2. Application for Zoning Map Amendment
 - a. Completed Application Form
 - b. Narrative Attachment
3. Subject Area Property Map
4. Staff Analysis report presented to Planning and Zoning Commission on November 8, 2022

AN ORDINANCE REZONING PROPERTY FOR FRIENDS OF PARKVILLE ANIMAL SHELTER FROM “R-4” MIXED DENSITY RESIDENTIAL TO “B-4-P” PLANNED BUSINESS DISTRICT

WHEREAS, the applicant (Friends of Parkville Animal Shelter) proposed to rezone four parcels for Friends of Parkville Animal Shelter (FOPAS) from “R-4” Mixed Density Residential to “B-4-P” Planned Business District via an application for zoning map amendment (Case No. PZ2022-37); and

WHEREAS, the subject property is generally located west of 9 Highway at Lakeview Drive, 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 November 8, 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 6-1; and

WHEREAS, the Board of Aldermen reviewed and considered staff’s conclusions, 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 four (4) parcels of land generally located to the west of 9 Highway at Lakeview Drive, from “R-4” Mixed Density Residential to “B-4-P” Planned Business District, as depicted in Exhibit A.

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

PASSED and APPROVED this 20th day of December 2022.

Mayor Dean Katerndahl

ATTESTED:

City Clerk Melissa McChesney



Application #: PZ 2022-37
Date Submitted: 10/12/2022
Public Hearing: 11/8/2022
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: Friends of Parkville Animal Shelter
Address: 1356 MO Hwy 9
City, State: Parkville, MO 64152
Phone: (816) 587-0918 Fax: (816) 587.0929
E-mail: friendsofparkvilleanimals@gmail.com

Engineer/Surveyor(s) preparing legal description

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

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) [Signature] Date: 10/12/22

Property Owner's Signature (Required) _____ Date: 10/12/22

2. Property Information

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

Property address / general location:

See attached Exhibit 1

Parcel ID Number: See attached Exhibit 1

Present zoning: B-4

Proposed zoning: B-4-P

Present use of the property:

Non-profit animal rescue & shelter

Length of use:

From September 2006 to the present

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: Residence	North: B-1
South: Old Parkville Cemetary	South: B-4
East: MO Highway 9 then Riss Lake	East: R-4
West: Undeveloped Wooded Land	West: R-4 & TND

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: Stephen Luchky, Community Development Director 10/12/2022
Name/Title DateApplication fee payment: Check # 17549 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: _____



Friends of Parkville Animal Shelter
1356 Highway 9
PO Box 29121
Parkville, MO 64152

October 12, 2022

Mr. Stephen Lachky
Community Development Director
City of Parkville
8880 Clark Ave.
Parkville, MO 64152

Re: Application for Zoning Map Amendment
On Behalf of the Friends of Parkville Animal Shelter

Dear Stephen,

Enclosed please find a completed Application for Zoning Map Amendment which is submitted on behalf of the Friends of Parkville Animal Shelter (FOPAS). Also enclosed is a check in the amount of \$300.00 (Three Hundred Dollars) as the filing fee.

I did not complete the portion of the Application for the name of the engineer/surveyor who completed the legal description. The legal description which is part of this Application was attached to the contract of sale when we purchased the land from Pat Kelly in 2016. I have been unable to confirm with Mr. Kelly who prepared the legal description, although his assistant confirmed that they usually use Mr. Robert Young of R L Buford & Associated, 201 Main St, Parkville, MO. I'll continue to try to get a confirmation.

Please let me know if there are any questions or items which need to be corrected on the Application.

As always, I appreciate your help in this matter.

Kathryn Baker

pc: Mr. Greg Plumb, Alderman Ward 4, Parkville, MO

Use of the Property for which Rezoning is Requested

The Friends of Parkville Animal Shelter (FOPAS) is requesting a rezoning of our 4 parcels to accurately reflect the use of the land for the last 16 years. FOPAS currently is using a retrofitted building that, prior to our use, was used for commercial activity and a retrofitted house that was a residence. As stated, the parcels have been used as an Animal Rescue & Shelter for FOPAS since 2006 and has been owned by FOPAS since 2016. There is no lien nor unpaid mortgage on the land.

The use of the land is consistent with the land (1) to the north which is, with the exception of one residence owned by Patrick Kelly, commercial; (2) to the south which is the Old Parkville Cemetery; (3) to the east which is a state highway and then Riss Lake; and (4) to the west which is undeveloped wooded land.

FOPAS is a non-profit animal rescue with has had a contract with the City of Parkville since 2006 for the care of dogs and cats found as strays within the city limits of Parkville. All of the work of FOPAS is almost exclusively performed by volunteers, and it will remain so. FOPAS has plans to, someday in the future, build a new facility which will be in accordance with any requirements of the City. As a volunteer organization, FOPAS does not plan to nor does it want to expand beyond the numbers of animals for which it now cares. In other words, there will not be a larger organization.

EXHIBIT "A" LEGAL DESCRIPTION

File No.: 01109-50158

TRACT I:

A tract of land in the Southeast Quarter of Section 26, Township 51, Range 34, Parkville, Platte County, Missouri, described as follows: Beginning at a point 1208 feet South and 730 feet East of the center of Section 26, Township 51, Range 34, thence North 5 degrees 59 minutes 30 seconds West a distance of 298.4 feet; thence North 84 degrees 00 minutes 30 seconds East a distance of 230.7 feet; thence South 3 degrees 29 minutes 30 seconds East a distance of 278 feet; thence North 86 degrees 30 minutes 30 seconds East a distance of 125 feet; thence South 3 degrees 29 minutes 30 seconds East a distance of 95 feet; thence North 76 degrees 30 minutes West a distance of 98.5 feet; thence North 85 degrees 59 minutes 30 seconds West a distance of 250 feet to the point of beginning.

TRACT II:

The North half of a tract of land in the Southeast Quarter of Section 26, Township 51, Range 34, Parkville, Platte County, Missouri, described as follows: Commencing at a point described as being located 1208 feet South and 730 feet East of the center of Section 26, Township 51, Range 34; thence North 5 degrees 59 minutes 30 seconds West, 298.4 feet; thence North 84 degrees 00 minutes 30 seconds East, 230.7 feet to the true point of beginning of the tract of land herein described; thence North 84 degrees 00 minutes 30 seconds East 125 feet; thence South 3 degrees 29 minutes 30 seconds East, 280 feet; thence South 86 degrees 30 minutes 30 seconds West, 125 feet; thence North 3 degrees 29 minutes 30 seconds West, 278 feet to the true point of beginning, together with the East 20 feet of the South half of the aforesaid tract.

TRACT III:

The South half of a tract of land in the Southeast Quarter of Section 26, Township 51, Range 34, Parkville, Platte County, Missouri, described as follows: Commencing at a point 1208 feet South and 730 feet East of the center of Section 26, Township 51, Range 34; thence North 5 degrees 59 minutes 30 seconds West, 298.4 feet; thence North 84 degrees 00 minutes 30 seconds East 230.7 feet to the true point of beginning of the tract herein described; thence North 84 degrees 00 minutes 30 seconds East 125 feet; thence South 3 degrees 29 minutes 30 seconds East 280 feet; thence South 86 degrees 30 minutes 30 seconds West 125 feet thence North 3 degrees 29 minutes 30 seconds West 278 feet to the point of beginning, EXCEPT the East 20 feet thereof.

TRACT IV:

A tract of land in the Southeast Quarter of Section 26, Township 51, Range 34, in Platte County, Missouri, being more particularly described as follows: Beginning at a point on the East and West centerline of said Section 26, which point is 460.0 feet East of the center of said Section; thence South parallel with the North and South centerline of said Section, 269.95 feet; thence East along a line if produced East, will intersect the centerline of State of Missouri Highway No. 45 and No. 9 at a point which is 281.8 feet South of the East and West centerline of said Section 26, as measured along the centerline of said Highway,

539.22 feet; thence South at right angles to the last described course 109 feet to the True Point of Beginning of the tract to be herein described; thence South to a point which is 909.9 feet South and 990 feet East of the Center of said Section 26; thence East 103 feet; thence South 32 feet; thence East 277 feet to a point on the centerline of said State of Missouri Highway No. 45 and No. 9; thence Northerly along said centerline of said Highways to a point on said centerline 390.80 feet South of the East and West centerline of said Section 26, as measured along the centerline of said Highways; thence West 402.0 feet more or less to the true Point of Beginning;

EXCEPT that part thereof which lies North of a straight line drawn 250 feet North of (as measured along the center line of said Missouri Highways No. 45 and No. 9) and parallel with the most Southerly line of all of the above described tract, subject to that part, if any, in streets, roadways, highways or other public right-of-ways.

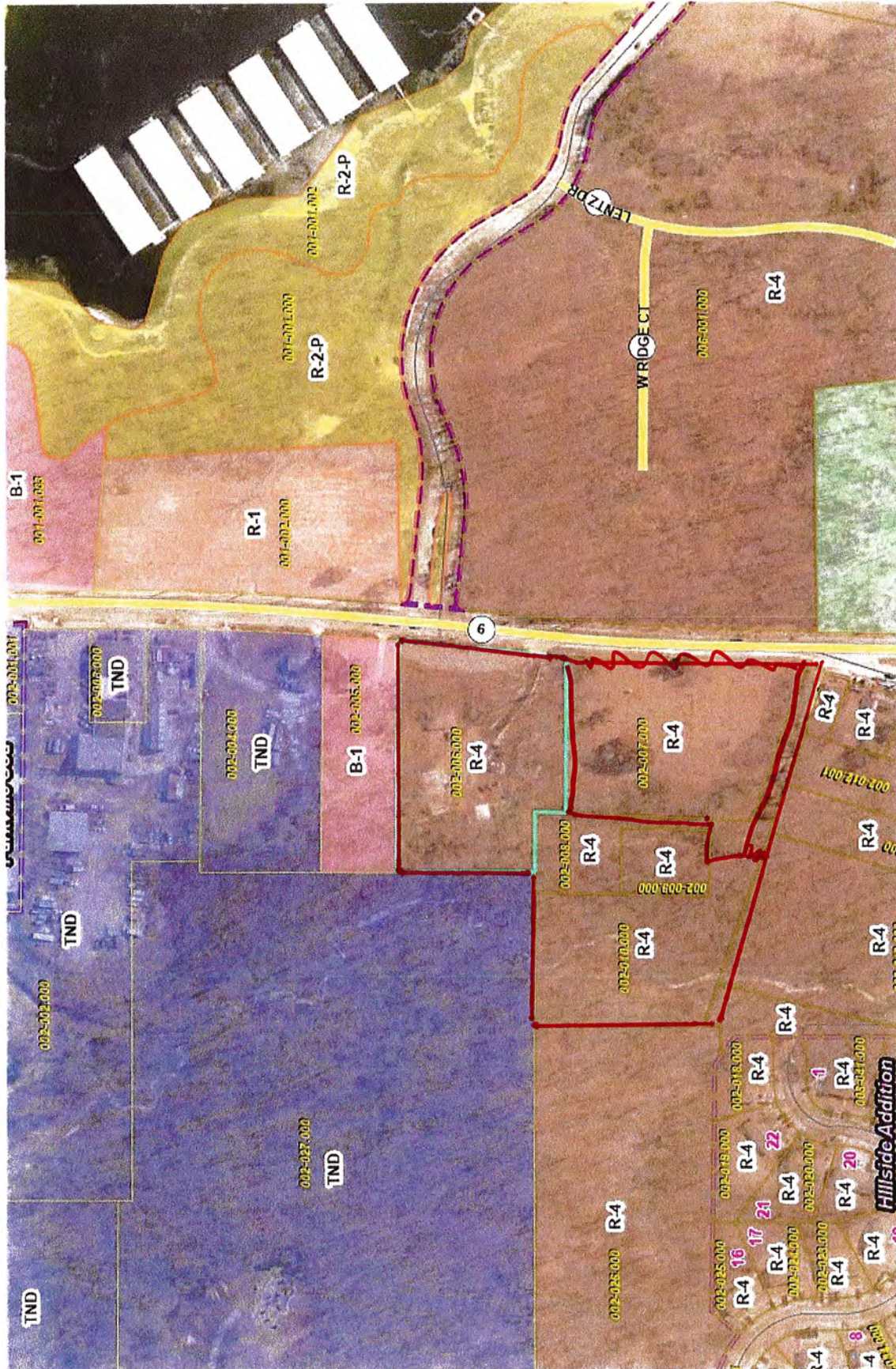
EXHIBIT 1

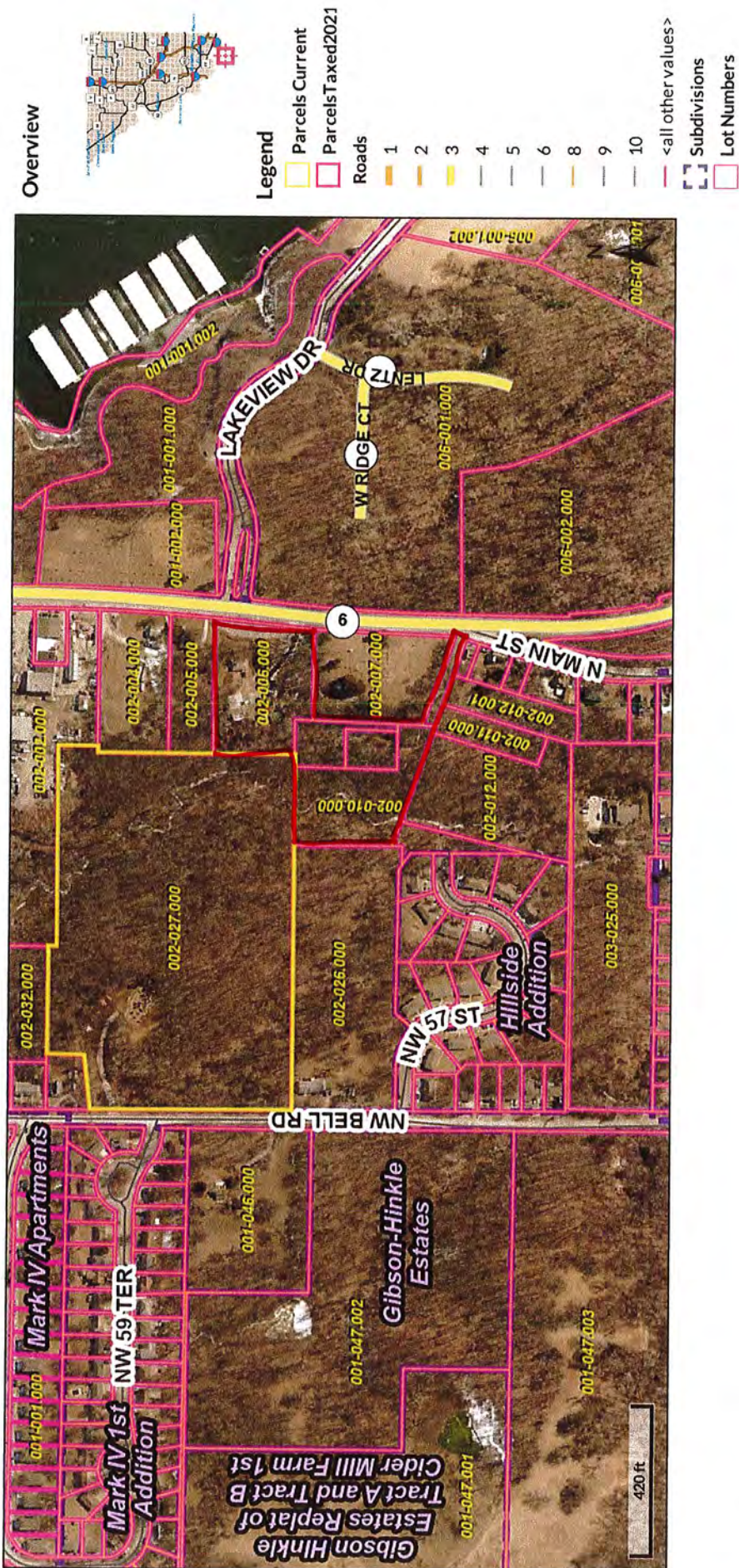
Question 2 – Property Information

Parcel ID	Address
20-7.0-26-400-002-006.000	1356 N MO Hwy 9, Parkville, MO 64152
20-7.0-26-400-002-008.000	1354 N MO Hwy 9, Parkville, MO 64152
20-7.0-26-400-002-009.000	1352 N MO Hwy 9, Parkville, MO 64152
20-7.0-26-400-002-010.000	2175 Park Rd, Parkville, MO 64152

All 4 parcels are currently zoned **R-4**

Proposed Zone for all 4 parcels is **B-4-P**





Date created: 10/12/2022

Last Data Uploaded: 10/11/2017





Results

4 Results

☐ Show Property Photos

☐ Select All

Select	Parcel ID ↕	Owner ▼	Owner Address ↕	Property Address ↕
☐	20-7.0-26-400-002-006.000	FRIENDS OF THE PARKVILLE ANIMAL SHELTER	FRIENDS OF THE PARKVILLE ANIMAL SHELTER PO BOX 29121 PARKVILLE, MO 64152-0000	1356 N MO-9 HWY
☐	20-7.0-26-400-002-008.000	FRIENDS OF THE PARKVILLE ANIMAL SHELTER	FRIENDS OF THE PARKVILLE ANIMAL SHELTER PO BOX 29121 PARKVILLE, MO 64152-0000	1354 N MO-9 HWY
☐	20-7.0-26-400-002-009.000	FRIENDS OF THE PARKVILLE ANIMAL SHELTER	FRIENDS OF THE PARKVILLE ANIMAL SHELTER PO BOX 29121 PARKVILLE, MO 64152-0000	1352 N MO-9 HWY
☐	20-7.0-26-400-002-010.000	FRIENDS OF THE PARKVILLE ANIMAL SHELTER	FRIENDS OF THE PARKVILLE ANIMAL SHELTER PO BOX 29121 PARKVILLE, MO 64152-0000	2175 PARK RD

Data Export

4 Results

Select export file format:

Excel (.xlsx)


[User Privacy Policy](#)
[GDPR Privacy Notice](#)

Last Data Upload: 10/10/2022, 10:39:03 PM

Valuation

[CLICK HERE to learn more about the Assessment Process \(Video\)](#)

The values displayed are **CURRENT YEAR** values.

	Improvements	Land	Total	Assessment
Agricultural Value	\$0.00	\$0.00	\$0.00	\$0.00
Commercial Value	\$0.00	\$0.00	\$0.00	\$0.00
Residential Value	\$0.00	\$0.00	\$0.00	\$0.00

Photos

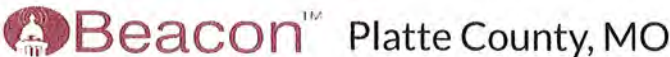


Map



No data available for the following modules: Agricultural Buildings.





Summary

Parcel ID 20-7.0-26-400-002-008.000
Property Address 1354 N MO-9 HWY
Sec/Twp/Rng 26/51/34
Brief Tax Description PARKVILLE MISC .80A N 1/2 PT NW SE APP 125X279' 26-51-34
(Note: Not to be used on legal documents or any document to be recorded)
Gross Living Area N/A
Class Residential
Lot Size
Route Number COM-PDF-MAP

Owner

Deed Holder
[Friends Of The Parkville Animal Shelter](#)
Contract Holder
DBA
Mailing Address

PO BOX 29121

PARKVILLE, MO 64152-0000

Land

Lot Area 0.46 Acres

Recorders

Book & Page 1268-401

Tax Collector Link

[Click here to view Tax Collector data.](#)

Valuation

[CLICK HERE to learn more about the Assessment Process \(Video\)](#)

The values displayed are CURRENT YEAR values.

	Improvements	Land	Total	Assessment
Agricultural Value	\$0.00	\$0.00	\$0.00	\$0.00
Commercial Value	\$0.00	\$0.00	\$0.00	\$0.00
Residential Value	\$0.00	\$0.00	\$0.00	\$0.00

Map



No data available for the following modules: Residential Dwellings, Commercial Buildings, Agricultural Buildings, Yard Extras, Photos, Sketches.



Summary

Parcel ID 20-7.0-26-400-002-009.000
 Property Address 1352 N MO-9 HWY
 Sec/Twp/Rng 26/51/34
 Brief Tax Description PARKVILLE MISC .80A PT NW 1/2 SE S 1/2 TR EXC 20' STRIP ROADWAY 26-51-34
 (Note: Not to be used on legal documents or any document to be recorded)
 Gross Living Area N/A
 Class Residential
 Lot Size
 Route Number COM-PDF-MAP

Owner

Deed Holder
[Friends Of The Parkville Animal Shelter](#)
 Contract Holder
 DBA
 Mailing Address
 PO BOX 29121
 PARKVILLE, MO 64152-0000

Land

Lot Area 0.34 Acres

Recorders

Book & Page 1268-401

Tax Collector Link

[Click here to view Tax Collector data.](#)

Valuation

[CLICK HERE to learn more about the Assessment Process \(Video\)](#)

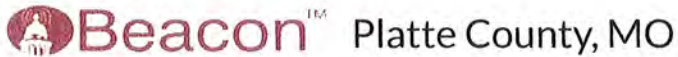
The values displayed are CURRENT YEAR values.

	Improvements	Land	Total	Assessment
Agricultural Value	\$0.00	\$0.00	\$0.00	\$0.00
Commercial Value	\$0.00	\$0.00	\$0.00	\$0.00
Residential Value	\$0.00	\$0.00	\$0.00	\$0.00

Map



No data available for the following modules: Residential Dwellings, Commercial Buildings, Agricultural Buildings, Yard Extras, Photos, Sketches.



Summary

Parcel ID 20-7.0-26-400-002-010.000
 Property Address 2175 PARK RD
 Sec/Twp/Rng 26/51/34
 Brief Tax Description PARKVILLE MISC A TR LAND SEC 26 T 51 R 34 SE1/4 DAF : BE CNT SEC 26 TH S 910 FT (S) T
 (Note: Not to be used on legal documents or any document to be recorded)
 Gross Living Area N/A
 Class Residential
 Lot Size
 Route Number COM-PDF-MAP

Owner

Deed Holder
[Friends Of The Parkville Animal Shelter](#)
 Contract Holder
 DBA
 Mailing Address
 PO BOX 29121
 PARKVILLE, MO 64152-0000

Land

Lot Area 1.68 Acres

Recorders

Book & Page 1268-401

Tax Collector Link

[Click here to view Tax Collector data.](#)

Valuation

[CLICK HERE to learn more about the Assessment Process \(Video\)](#)

The values displayed are CURRENT YEAR values.

	Improvements	Land	Total	Assessment
Agricultural Value	\$0.00	\$0.00	\$0.00	\$0.00
Commercial Value	\$0.00	\$0.00	\$0.00	\$0.00
Residential Value	\$0.00	\$0.00	\$0.00	\$0.00

Map



No data available for the following modules: Residential Dwellings, Commercial Buildings, Agricultural Buildings, Yard Extras, Photos, Sketches.

Legend

 Subject Property Area



Exhibit C. Subject Area Property Map

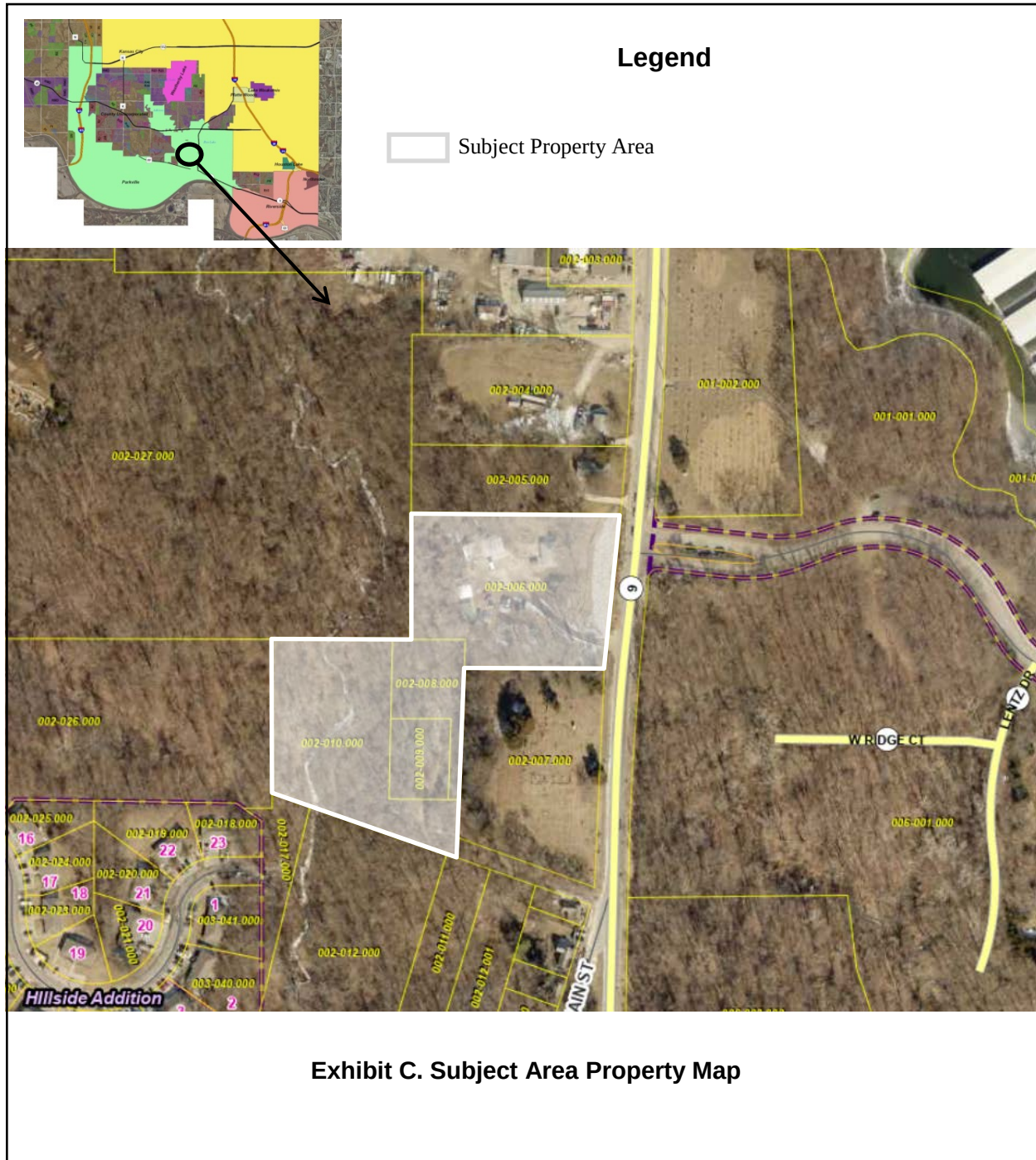


Staff Analysis

<u>Agenda Item:</u>	6.A
<u>Proposal:</u>	Application for Zoning Map Amendment to allow an animal care – general use for the Friends of Parkville Animal Shelter, generally located west of 9 Highway at Lakeview Drive.
<u>Staff Recommendation:</u>	No Recommendation
<u>Case No:</u>	PZ22-37
<u>Applicant:</u>	Friends of Parkville Animal Shelter
<u>Owners:</u>	Friends of Parkville Animal Shelter
<u>Location:</u>	Generally located west of 9 Highway at Lakeview Drive
<u>Zoning:</u>	Current: “R-4” Mixed Density Residential Proposed: “B-4-P” Planned Business District
<u>Parcel #s:</u>	Platte County parcels # 20-7.0-26-400-002-006.000, 20-7.0-26-400-002-008.000, 20-7.0-26-400-002-009.000, 20-7.0-26-400-002-010.000
<u>Exhibits:</u>	A. This Staff Analysis B. Application for Zoning Map Amendment C. Subject Area Property Map D. Rezoning Legal Description (Submitted by Applicant) E. July 12, 2016 Work Session Review (Compiled by City Staff) F. 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 405.010 Zoning Districts Established 3. Section 405.020 Districts & Uses 4. 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 October 19, 2022.

Overview

The applicant proposes a zoning map amendment for the Friends of Parkville Animal Shelter (FOPAS), generally located west of 9 Highway at Lakeview Drive. The applicant is proposing to continue the existing animal shelter use on site. The subject property is currently zoned “R-4” Mixed Density Residential. The applicant is requesting to rezone the property to “B-4-P” Planned Business District, which allows “animal care - general” uses by right.



Background

Since 2006, the Friends of Parkville Animal Shelter has operated from this location, addressed as 1356 State Highway 9. FOPAS took ownership of the property in 2016. FOPAS is a non-profit animal rescue that has had a contract with the City of Parkville since 2006 for the care of dogs and cats found as strays within the city limits of Parkville. The City has had a contracted agreement with FOPAS since January 1, 2008 that has been amended eight (8) times, the amendments to extend the length of the agreement. In 2016, a work session was held with the Planning & Zoning Commission and it was decided the Commission would be comfortable approving the animal shelter as a conditional use at the subject location. It was additionally determined at that time that finding an alternative site for the shelter was not possible. Exhibit E contains more information from the 2016 P&Z work session.

Animal shelters in residential districts are allowed in the Parkville Municipal Code with an approved Conditional Use Permit. Animal care – general uses are not allowed in the “R-4” zoning district, but are allowed by right in the proposed “B-4-P” zoning district. Future development of the property would be subject to the City’s standard planning and building reviews. FOPAS has noted that while they do not plan to expand their operation (i.e. shelter more animals), they do have plans for new/renovated building(s).

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.

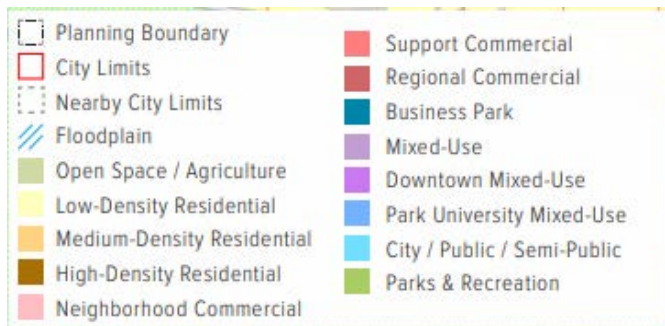
Parkville Municipal Code, Section 403.030 provides criteria for how the Planning and Zoning Commission shall determine if a zoning map amendment is appropriate. The following are staff’s findings and conclusions for the zoning map amendment.

- 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 Future Land Use Map of the *Parkville 2040 Master Plan* describes the subject property as Medium-Density Residential. Typical uses in medium-density residential include: single-family residential horizontally attached and single-family residential detached. The “B-4-P” Planned Business District is **NOT** supported by the future land use designation of Medium-Density Residential.

The subject property is adjacent to land designated as Mixed-Use by the Future Land Use Map. The commercial buildings to the north of the subject property are shown as Mixed-Use. The Mixed-Use future land use designation does support rezoning to “B-4-P”. Mixed Use land use categories typically include retail, office, and multi-family 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.**

Direction	Zoning District	Land Use
North	B-1	Commercial
East	Right-of-Way / R-4	9 Highway / Sanctuary at Riss Lake
South	R-4	Parkville Cemetery
West	R-4/TND	Large Lot Residential

Table 1. Surrounding Properties

Table 1 (above) shows the zoning and land use of the surrounding properties. Staff does have potential concerns regarding noise, animal waste, visibility, traffic, and development character. However, to-date the City has not received complaints on the animal shelter. Rezoning the subject property from R-4 to B-4-P would continue the business zoning that exists north of the subject property on 9 Highway. The Parkville Cemetery and the 9 Highway right-of-way provide a buffer for this use to the east and south.

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 "B-4-P" zoning district "provides a wide range of retail, service and employment uses in a more integrated and master planned setting that creates effective transitions to supporting and compatible uses in other adjacent districts. This district should be used to create a better mixture of large and small commercial uses and improved transitions and compatibility with

adjacent uses.”

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

No new development is proposed with this application. Staff has included a condition of approval that any future development of the site shall be subject to Planning & Zoning Commission 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. The property has been used as an animal shelter since 2006 and 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 impact on the value of property in the vicinity because the animal shelter use on the property has existed since 2006. Should the property sell after the proposed rezoning to “B-4-P” it could be developed into uses allowed in the new “B-4-P” zoning district. These uses could potentially have bigger/different impacts than the current animal shelter. Any development would be subject to the City’s Zoning Code and development review procedures.

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 and the “B-4-P” zoning district regulations. The application is not necessarily consistent with the adopted *Parkville 2040 Master Plan*, specifically the Future Land Use Map. Should the property be rezoned from “R-4” to “B-4-P” it could be redeveloped in the future to land uses allowed in the “B-4-P” zoning district.

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

Staff recommends that the Commission weigh the factors presented by staff and the applicant to make their recommendation to the Board of Aldermen.

Staff Conclusion and Recommendation

Staff does not provide a recommendation of approval or denial on the Application for Zoning Map Amendment. The Planning & Zoning Commission is tasked with weighing the presented factors and providing a recommendation to the Board of Aldermen.

Additionally, should the Planning and Zoning Commission recommend approval, staff recommends 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. Future animal shelter buildings on site shall be subject to review by the Planning and Zoning Commission.
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 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 December 6, 2022 for final action.

End of Memorandum

<u>/s/ Brad Stanton</u>	<u>11-7-2022</u>
Brad Stanton, AICP	Date

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	Yes	Plat approved	Ordinance approved	-	2023	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-straoage facillity	1/7/2022	Yes	Under construction	No change	8/17/2022	-	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	Completed	No change	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	Approved	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	Approved	No change	9/28/2022	-	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	Yes	Approved	2nd reading ordinance	TBD	TBD	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	No change	N/A	N/A	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	No change	N/A	N/A	Stephen Lachky
Parkville Presbyterian Church	819 Main St	20-7.0-35-100-009-006.000	Using interior space for finanical planning office	9/7/2022	Yes	Approved	2nd reading ordinance	N/A	N/A	Brad Stanton
Restaurant and Law Offices	12 E 1st St	20-7.0-35-100-035-001.000	Rehab & repurposing 1st floor + 2nd floor expansion	10/7/2022	In process	Application review	Postponed by P&Z	-	-	Brad Stanton
Friends of Parkville Animal Shelte	1356 N MO-9 Hwy	20-7.0-26-400-002-006.000	Rezoning subject property from "R-4" to "B-4-P"	10/12/2022	In process	Application review	Approved by P&Z	-	-	Brad Stanton

ITEM 5.E.

For 12/6/2022

Board of Aldermen Meeting

**CITY OF PARKVILLE
Policy Report**

Date: December 1, 2022

Prepared By:

Reviewed By:

ISSUE:

Parks & Recreation

BACKGROUND:

BUDGET IMPACT:

ALTERNATIVES:

FINANCE COMMITTEE RECOMMENDATION:

STAFF RECOMMENDATION:

POLICY:

SUGGESTED MOTION:

ATTACHMENTS:

None