

1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:08 p.m. at City Hall, 8880 Clark Avenue, Parkville, Missouri on December 20, 2022, and was called to order by Mayor Dean Katerndahl. City Clerk Melissa McChesney called the roll as follows:

Present:

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

Absent:

None

A quorum of the Board of Aldermen was present.

The following staff was also present:

Alexa Barton, City Administrator
Jeffery Rhodes, Assistant City Administrator
Kevin Chrisman, Police Chief
Alysen Abel, Public Works Director
Brad Stanton, Community Development Planner
Bryan Kidney, Interim Finance Director
Brittanie Propes, Parks & Recreation Director
Chris Ashley, Parks & Recreation Project Manager
Rich Wood, City Attorney

Mayor Katerndahl led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

A. Recognize Friends of Parkville Nature Sanctuary Amateur Photo Contest Winners (May-November 2022)

Mayor Katerndahl and Friends of Parkville Nature Sanctuary (FOPNS) Vice Chair Brent Frazee recognized the May through November winners of the amateur monthly photo contest winners; presentation attached as Exhibit A. He presented certificates to Doug Thomas and Emma Worley for their winning photos.

Brent presented a photo to Parkville Nature Sanctuary Director Kristen Bontrager for receiving the Certified Public Manager designation.

Police Chief Kevin Chrisman said that Mayor Katerndahl was trained on the MILO machine and presented him with a certificate for successfully passing the two-hour course.

Mayor Katerndahl recognized Representative-Elect Jamie Johnson for District 12.

3. CONSENT AGENDA

- A. Approve the minutes for the December 6, 2022, regular meeting
- B. Receive and file the crime statistics for January through October 2022
- C. Renew the agreement with the Parkville Economic Development Council
- D. Approve an agreement with LINK to develop an educational program for two ballot measures on the April 2023 ballot
- E. Approve a purchase order with Brenntag for the odor control chemical for the sanitary sewer lines in the Riss Lake subdivision
- F. Approve Resolution No. 22-019 to amend the Personnel Manual regarding holiday compensation
- G. Approve accounts payable from December 2 to December 16, 2022

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

RESULT: MOTION PASSED 8-0.

4. ACTION AGENDA

- A. **Approve the second reading of an ordinance to adopt the 2023 Operating Budget and 2023-2027 Capital Improvement Program**

City Administrator Alexa Barton stated that two funds included errors in the first reading that were fixed in the final version of the ordinance. She provided an overview of the changes in the General Fund and the Transportation Fund. She said that staff would keep an eye on how the revenues were performing in 2023 to ensure there was not any overspending in any of the funds; she would report to the Board how the revenues were trending throughout 2023.

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN WYLIE TO AMEND BILL NO. 3217 TO REFLECT THE CHANGES PRESENTED.

RESULT: MOTION PASSED 8-0.

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN WYLIE TO APPROVE BILL NO. 3217, AN ORDINANCE ADOPTING THE 2023 OPERATING BUDGET AND THE 2023-2027 CAPITAL IMPROVEMENT PROGRAM AS AMENDED, ON

SECOND READING TO BECOME ORDINANCE NO. 3158.

RESULT: MOTION PASSED 8-0.

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

NOES: NONE

ABSTAIN: NONE

B. Approve the second reading of an ordinance to classify all employee positions and establish compensation for such classifications for fiscal year 2023

City Administrator Alexa Barton said that the updated ordinance addressed requests from the Board regarding police officers, noting that she and Police Chief Kevin Chrisman agreed to combine all officers to the same grade and all officer positions would receive five percent compression in 2023.

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN WYLIE TO **APPROVE THE SECOND READING OF THE ORDINANCE.**

Because the bill was amended from the first reading, it needed to first be amended to reflect the changes. Therefore, the second was rescinded by Alderman Wylie and the motion was rescinded by Alderman Whitley.

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN WYLIE TO **AMEND BILL NO. 3218 TO REFLECT THE CHANGES PRESENTED.**

RESULT: MOTION PASSED 8-0.

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN WYLIE TO **APPROVE BILL NO. 3218, AN ORDINANCE APPROVING THE CLASSIFICATION OF EMPLOYEE POSITIONS AND ESTABLISHING COMPENSATION RANGES FOR FISCAL YEAR 2023 AS AMENDED, ON SECOND READING TO BECOME ORDINANCE NO. 3159.**

RESULT: MOTION PASSED 8-0.

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

NOES: NONE

ABSTAIN: NONE

C. Approve the second reading of an ordinance to upgrade the City's enrollment in

LAGERS to Benefit Program L-6

The first reading was presented on December 6. No additional information was provided.

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN WYLIE 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 SECOND READING TO BECOME ORDINANCE NO. 3160.

RESULT: MOTION PASSED 8-0.

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

NOES: NONE

ABSTAIN: NONE

D. **Approve the second 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**

The first reading was presented on December 6. No additional information was presented.

Alderman Plumb stated that the Friends of Parkville Animal Shelter purchased the property and, with approval from the City, was ready to plan the construction.

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN WYLIE TO APPROVE BILL NO. 3225, 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 SECOND READING TO BECOME ORDINANCE NO. 3161.

RESULT: MOTION PASSED 8-0.

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

NOES: NONE

ABSTAIN: NONE

E. **Hold a public hearing and determine if the Parkville Market Place Tax Increment Financing Plan redevelopment project is making satisfactory progress under the**

proposed time schedule contained within the approved plans for completion of such projects in accordance with and as required by RSMo 99.865

City Administrator Alexa Barton said a public hearing was required by statute for a five-year review of tax increment financing plans.

Mayor Katerndahl opened the public hearing. Alderman Whitley said that an extension was approved for the open pad site because the developer had difficulty marketing it because of COVID and he requested a status. Barton responded that there was activity and the developer was actively promoting the site. Items within the agreement prohibited them from building certain things. City Attorney Rich Wood stated that if the developer did not construct anything or receive an extension they would be in default of their agreement.

Hearing no comments from the public, Mayor Katerndahl closed the public hearing. No action was required.

F. **Approve the first reading of an ordinance to implement a three percent rate increase for the sewer utility in 2023**

Public Works Director Alysén Abel said that a three percent sewer rate increase was proposed and a 30-day notice of the public hearing was required. A public hearing would be held on February 7. She noted that for every one percent increase, it totaled \$16,000 in additional revenue to provide for maintenance and upkeep of the City's sewer system.

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN WYLIE TO APPROVE BILL NO. 3226, AN ORDINANCE AMENDING SECTION 703.040 OF THE PARKVILLE MUNICIPAL CODE IMPLEMENTING A THREE PERCENT INCREASE TO THE SEWER BASE CHARGE, SEWER USAGE CHARGE, AND SURCHARGE FOR CUSTOMERS OF THE PARKVILLE SEWER SYSTEM, ON FIRST READING AND POSTPONE THE SECOND READING TO FEBRUARY 7, 2023.

RESULT: MOTION PASSED 8-0.

G. **Approve the first reading of an ordinance to amend Parkville Municipal Code Section 405.030, Subsection B.3 to create provisions for large lot detached buildings - Case No. PZ 2022-39**

Community Development Planner Brad Stanton said that buildings in Parkville were typically one or two detached garages, which were different from an accessory dwelling. The Code only allowed one building per lot with a maximum size. Over the years, the City received building permit applications for large storage barns that exceeded the maximum size allowed in the larger lots in western Parkville that maintained Platte County zoning since they were annexed into the city. He said the amendment stated that lots of five acres or larger were not limited and that if the proposed building was larger than the maximum there must be additional setback requirements of the underlying zoning district.

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY

ALDERMAN WYLIE TO APPROVE BILL NO. 3227, AN ORDINANCE AMENDING PARKVILLE MUNICIPAL CODE SECTION 405.030, SUBSECTION B.3 TO CREATE PROVISIONS FOR LARGE LOT DETACHED BUILDINGS, ON FIRST READING AND POSTPONE THE SECOND READING TO JANUARY 17, 2023.

RESULT: MOTION PASSED 8-0.

H. **Approve the first reading of an ordinance to approve a conditional use permit to allow a Lodging – Short-Term Rental use at 804 Main Street - Case No. PZ 2022-41; Taryn Byron, applicant**

Mayor Katerndahl recommended that if a waiver to the short-term rental requirements was granted there should be a compelling reason to do so and if an application was approved that did not meet the requirements, it would prohibit one that did meet the requirements from being approved.

Community Development Planner Brad Stanton provided an overview of the short-term residential rental applications; presentation attached as Exhibit B. He said that a conditional use permit was required if the applicant wanted to vary from the four requirements in the Code that was approved on October 4.

Stanton provided an overview of the application for 804 Main, noting that the applicant requested two variances. The first was to be able to list more than one unit and the second was that they not be required to live on the property full-time. He noted that the Planning and Zoning Commission recommended approval, with the condition that only one unit could be converted into a short-term rental.

Discussion focused on the five percent guest room tax collection. City Administrator Alexa Barton said that the applicant had not filed the guest room taxes and they were notified in January of the requirement and reminded by Code Enforcement on December 12.

The applicant Taryn Byron, 4321 N. Central Street, Kansas City, Missouri, said she e-mailed the Finance Department in November, but did not receive a response with the required form. She said that after the Commission meeting the prior week she was okay with just operating one unit as a short-term rental.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN PLUMB TO APPROVE BILL NO. 3228, AN ORDINANCE APPROVING AN APPLICATION FOR A CONDITIONAL USE PERMIT TO ALLOW A LODGING – SHORT-TERM RENTAL USE AT 804 MAIN STREET, SUBJECT TO CONDITIONS RECOMMENDED BY THE PLANNING AND ZONING COMMISSION, ON FIRST READING AND POSTPONE THE SECOND READING TO JANUARY 17, 2023.

RESULT: MOTION PASSED 6-2 (WHITLEY AND WASSMER OPPOSED).

I. **Approve the first reading of an ordinance to approve a conditional use permit to**

allow a Lodging – Short-Term Rental use at 500 East Street - Case No. PZ 2022-40; Annette Lou Hagen, applicant

Community Development Planner Brad Stanton stated that the short-term rental was approved for six months and the applicant was requesting variances that it not be owner-occupied and not be required to have a dedicated parking spot on-site. He added that per the zoning requirements a total of eight spots were needed, but the property was grandfathered in and were not able to provide on-site parking.

City Administrator Alexa Barton said that the applicant received the same notifications as the applicant for 804 Main Street. They applied for a business license and were remitting the guest room taxes.

Discussion focused on whether a short-term rental was non-compliant with the City ordinances would be a condition to revoke the conditional use permit through the code enforcement process.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN PLUMB TO APPROVE BILL NO. 3229, AN ORDINANCE APPROVING AN APPLICATION FOR A CONDITIONAL USE PERMIT TO ALLOW A LODGING – SHORT-TERM RENTAL USE AT 500 EAST STREET IN PARKVILLE, MISSOURI, SUBJECT TO CONDITIONS RECOMMENDED BY THE PLANNING AND ZONING COMMISSION, ON FIRST READING AND POSTPONE THE SECOND READING TO JANUARY 17, 2023.

RESULT: MOTION PASSED 7-1 (WHITLEY OPPOSED).

J. **Approve the first reading of an ordinance to approve a conditional use permit to allow a Lodging – Short-Term Rental use at 504 East Street - Case No. PZ 2022-14; William G. & Julia M. Benson, applicants**

Community Development Planner Brad Stanton said that the applicant came forward in the initial round and the Planning and Zoning Commission recommended approval, with the condition that the property owners place a fence on the property line to address parking concerns and pedestrian traffic. Both property owners mutually agreed that a fence was not needed. In the initial round, the applicant requested that it not be required to be owner-occupied and to remove the requirement for on-site parking. Public parking was available in the Six at Park parking lot. The application was not approved because the property owners had to work out the fence issue.

The applicant, Bill Benson, 6204 NW 104th Street, Kansas City, Missouri, said that he addressed the complaint that was filed.

ACTION: IT WAS MOVED BY ALDERMAN PLUMB AND SECONDED BY ALDERMAN BENNETT TO POSTPONE BILL NO. 3230 TO THE JANUARY 17, 2023, MEETING IN ORDER TO GIVE THE APPLICANT TIME TO OBTAIN A BUSINESS LICENSE AND FILE

THE GUEST ROOM TAXES.

RESULT: MOTION PASSED 6-2 (WASSMER AND WHITLEY OPPOSED).

K. Approve a minor site plan for an existing building conversion/addition at 12 E. 1st Street - Case No. PZ 2022-036; Clockwork, applicant

Community Development Planner Brad Stanton stated that the applicant proposed converting the building to a mixed-use restaurant on the first floor and office space on the second floor and maintaining the non-conforming pick-up window. He noted that minor site plans were generally approved administratively by staff if not for the non-conforming window and they felt the Board should have final approval. The Planning and Zoning Commission recommended approval on December 13.

Discussion focused on traffic flow for the drive-through and ATM, pavement markings to help direct traffic and the impact of the changes to the planning for the triangle intersection. Public Works Director Alysén Abel said that she hoped the grant funding and construction of the improvements at the intersection would be concurrent with the building improvements. City Attorney Rich Wood asked the Board to keep in mind that we do not know the improvement plans for the intersection and there could be a situation where the access would be cut off, which would require compensation to the property owner. Stanton said that the maximum access in the Old Town District did not apply because the existing site was legal non-conforming. He added that staff had to be aware of the easement from the ATM to the south entrance.

The applicant Leon Versfeld, 6010 Southlake Drive, said that there would not be a real change to the pick-up window to what was there and he wanted to direct traffic the furthest away from the intersection. He added that he was open to any changes the City requested as plans for the intersection were prepared.

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN WYLIE TO APPROVE A MINOR SITE PLAN FOR AN EXISTING BUILDING CONVERSION/ADDITION AT 12 E 1ST STREET, SUBJECT TO CONDITIONS RECOMMENDED BY THE PLANNING AND ZONING COMMISSION.

RESULT: MOTION PASSED 8-0.

5. STAFF UPDATES ON ACTIVITIES

A. Administration

- 1. City Hall Closed December 26-27, 2022 for Christmas and January 2, 2023 for New Year's Day**
- 2. January 3, 2023, Board of Aldermen Meeting Cancelled**

City Administrator Alexa Barton said that she and Mayor Katerndahl recommended canceling the January 3, 2023, meeting.

Mayor Katerndahl said that due to the winter weather anticipated for December 22, City Hall would be closed that day. Barton added that staff would continue to watch the weather closely to determine if City Hall would be closed and if so, staff would be working remotely unless they worked with the Police Department or plowed the streets.

B. Police Department

1. Park Village Senior Holiday Luncheon and Shop with a Cop Wrap-Ups

Police Chief Kevin Chrisman provided a summary of the senior luncheon and Shop with a Cop events. He thanked Kevin Heaton and Al Burns for donating food and staff for their help with the event. For Shop with a Cop, a total of 35 kids and 18 families were helped. He also thanked the donors to the Police Community Assistance Fund.

C. Community Development

1. Development Updates

D. Public Works

E. Parks & Recreation

Parks and Recreation Director Brittanie Propes said that a photo of the Parkville Nature Sanctuary made the cover and the month of November of the Platte County 2023 calendar and that she was working on a mailer to send to Parkville residents at the beginning of 2023 about the 2022 projects that were funded by the park sales tax. She provided an update to the Veterans Memorial, noting that staff was putting together a packet with a proposal for a land swap. She also provided an update to the improvements to Pocket Park, noting that staff was working on a kiosk for the Grigsby statue and a grand re-revealing of the statue in its new home was proposed to take place on February 13, which would have been the 103rd birthday of Bill Grigsby.

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

Alderman Lee commended Chief Chrisman for meeting with Thousand Oaks residents to discuss speeding and traffic concerns.

Mayor Katerndahl thanked staff for their hard work in 2022.

7. UPCOMING MEETINGS

8. EXECUTIVE SESSION

9. ADJOURN

Mayor Katerndahl declared the meeting adjourned at 9:45 p.m.

The minutes for December 20, 2022, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the seventeenth day of January 2023.

Submitted by:

Melissa McChesney
City Clerk Melissa McChesney

