

1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:06 p.m. at City Hall, 8880 Clark Avenue, Parkville, Missouri on March 7, 2023, 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 - *via videoconference*
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
Stephen Lachky, Community Development Director
Bryan Kidney, Interim Finance Director
Brittanie Propes, Parks & Recreation Director
Chris Ashley, Public Works Project Manager
Rich Wood, City Attorney

Mayor Katerndahl said that the agenda needed to be amended for Item 4B to change the word franchise to license.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN PLUMB TO AMEND THE AGENDA TO REVISE ITEM 4B TO READ APPROVE A LICENSING AGREEMENT WITH GOOGLE FIBER MISSOURI LLC TO INSTALL NETWORK FACILITIES IN PUBLIC RIGHT-OF-WAY.

RESULT: MOTION PASSED 8-0

Mayor Katerndahl announced the Public Works Director Alysen Abel was leaving for another job and the Board approved the hiring of the new director, Dan Harper, during the executive session.

2. CITIZEN INPUT

A. Proclaim March 2023 as Women's History Month in Parkville

Ward 1 Alderman Tina Welch presented proclamations to Shereka Barnes and Brandy Woodley, Park Hill School District. She recognized Jamie Johnson, Missouri House District 12 Representative from Platte County, who was unable to attend.

Mayor Katerndahl presented a certificate of recognition to Alysén Abel for her eight years of service to the City.

3. CONSENT AGENDA

- A. Approve the minutes for the February 21, 2023, regular meeting
- B. Approve the minutes for the February 21, 2023, work session
- C. Approve a temporary resort with Sunday sales for Eddie's Tavern, a new business to be located at 10919 NW Highway 45 (formerly Frank James Saloon)
- D. Approve Resolution No. 23-006 amending the fees for development applications and sign permits in the Schedule of Fees
- E. Approve a purchase order with Key Equipment & Supply Company for a sewer mini-camera
- F. Receive and file the January Sewer Report
- G. Approve accounts payable from February 17 through March 2, 2023

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

RESULT: MOTION PASSED 8-0.

4. ACTION AGENDA

- A. **Approve the first reading of an ordinance to amend Ordinance No. 3109 to amend the 2022 operating budget and fund transfers**

City Administrator Alexa Barton stated that the proposed budget amendment provided insight as to the status of the 2022 budget.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN PLUMB TO APPROVE BILL NO. 3243, AN ORDINANCE AMENDING ORDINANCE NO. 3109 AMENDING THE OPERATING BUDGET AND FUND TRANSFERS FOR THE PERIOD FROM JANUARY 1 THROUGH DECEMBER 31, 2022, AND THE CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEARS 2022 THROUGH 2026 FOR THE CITY OF PARKVILLE, MISSOURI, ON FIRST READING AND POSTPONE THE SECOND READING TO MARCH 21, 2023.

RESULT: MOTION PASSED 8-0.

B. Approve a license agreement with Google Fiber Missouri, LLC to install network facilities in public right-of-way

City Administrator Alexa Barton stated that the City worked closely with Google on the license agreement, but planning had not started.

Rachel Merlo, Google Fiber Missouri, said she felt both parties were in a good place to deliver construction and service to Parkville. Jason Demar, Google Fiber Missouri, discussed the timeline and said Google would like to be in and out within one year. Once the licensing was in place, they would start working on the design and engineering plans and he anticipated that construction could begin in late 2023. Merlo added that it was easier to reach Parkville with their buildout being closer to the city limits.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN PLUMB TO APPROVE A LICENSE AGREEMENT WITH GOOGLE FIBER MISSOURI LLC TO INSTALL NETWORK FACILITIES IN PUBLIC RIGHT-OF-WAY WITHIN PARKVILLE CITY LIMITS.

RESULT: MOTION PASSED 8-0.

C. Approve the second 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

Mayor Katerndahl stated that the first reading was presented on January 17. Community Development Director Stephen Lachky presented the three applications, noting that a public hearing was held for each application because there was at least one of the criteria that could not be met. He said that two short-term rentals were approved in Ward 1 and the Municipal Code only allowed four within one ward. All the applications were presented to the Planning and Zoning Commission who recommended denial, by a vote of 6-2, of the application for 826 East Street based on the ward limitation. Lachky noted that he had received a sixth application that could be considered if there were not four approved for Ward 1.

Discussion focused on the lack of on-site parking for the application for 504 East Street and concerns were raised by neighbors about parking on 6th Street.

Heather Greenfield, applicant for 107 W. 12th Street and 826 East Street, said she felt that both of her short-term rentals added to the community and were running successfully.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN PLUMB TO APPROVE BILL NO. 3230, AN ORDINANCE APPROVING AN APPLICATION FOR A CONDITIONAL USE PERMIT TO ALLOW A LODGING – SHORT-TERM RENTAL USE AT 504 EAST STREET IN PARKVILLE, MISSOURI, SUBJECT TO CONDITIONS

RECOMMENDED BY THE PLANNING AND ZONING COMMISSION, ON SECOND READING TO BECOME ORDINANCE NO. 3173.

RESULT: MOTION PASSED 6-2.

AYES: PHILIP WASSMER, BOB BENNETT, DOUGLAS WYLIE, STEPHEN MELTON, GREG PLUMB, MICHAEL LEE

NOES: TINA WELCH, BRIAN T. WHITLEY

ABSTAIN: NONE

D. Approve the second reading of an ordinance to approve a conditional use permit to allow a Lodging - Short-Term Rental use at 107 W. 12th Street - Case No. PZ 2022-42; Greenfield Enterprises, LLC, applicant

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN PLUMB TO APPROVE BILL NO. 3232, AN ORDINANCE APPROVING AN APPLICATION FOR A CONDITIONAL USE PERMIT TO ALLOW A LODGING – SHORT-TERM RENTAL USE AT 107 W. 12TH STREET IN PARKVILLE, MISSOURI, SUBJECT TO CONDITIONS RECOMMENDED BY THE PLANNING AND ZONING COMMISSION, ON SECOND READING TO BECOME ORDINANCE NO. 3174.

RESULT: MOTION PASSED 7-1.

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

NOES: BRIAN T. WHITLEY

ABSTAIN: NONE

E. Approve the second reading of an ordinance to approve a conditional use permit to allow a Lodging - Short-Term Rental use at 826 East Street - Case No. PZ 2022-43; Greenfield Enterprises, LLC, applicant

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN PLUMB TO APPROVE BILL NO. 3233, AN ORDINANCE APPROVING A CONDITIONAL USE PERMIT TO ALLOW A LODGING – SHORT-TERM RENTAL USE AT 826 EAST STREET IN PARKVILLE, MISSOURI, SUBJECT TO CONDITIONS RECOMMENDED BY THE PLANNING AND ZONING COMMISSION, ON SECOND READING TO BECOME ORDINANCE NO. 3175.

RESULT: MOTION FAILED 4-5.

AYES: BOB BENNETT, STEPHEN MELTON, GREG PLUMB, MICHAEL LEE

NOES: DEAN KATERNDAHL, TINA WELCH, PHILIP WASSMER, BRIAN T. WHITLEY, DOUGLAS WYLIE

ABSTAIN: NONE

F. Items related to amending the Parkville Municipal Code regarding marijuana - Case No. PZ 2023-03

Mayor Katerndahl stated that the first reading was presented on February 21.

Acting President Whitley stated he worked for the United States Department of Health and Human Services and confirmed with their legal counsel that he needed to recuse himself.

1. Approve the second reading of an ordinance to amend Parkville Municipal Code Sections 402.010 and 405.020 regarding marijuana

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN PLUMB TO APPROVE BILL NO. 3242, AN ORDINANCE **AMENDING PARKVILLE MUNICIPAL CODE SECTION 402.010 AND SECTION 405.020 REGARDING MARIJUANA**, ON SECOND READING TO BECOME ORDINANCE NO. 3176.

RESULT: MOTION PASSED 7-0.

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

NOES: NONE

ABSTAIN: NONE

2. Approve the second reading of an ordinance to repeal Parkville Municipal Code Section 405.040, Subsection J and Section 215.080 and to create new Chapter 250 and new Chapter 260 regarding marijuana

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN PLUMB TO APPROVE BILL NO. 3243, AN ORDINANCE **REPEALING PARKVILLE MUNICIPAL CODE SECTION 405.040, SUBSECTION J AND SECTION 215.080 AND CREATING A NEW CHAPTER 250 AND A NEW CHAPTER 260 REGARDING MARIJUANA**, ON SECOND READING TO BECOME ORDINANCE NO. 3177.

RESULT: MOTION PASSED 7-0.

AYES: TINA WELCH, PHILIP WASSMER, BOB BENNETT, DOUGLAS

WYLIE, STEPHEN MELTON, GREG PLUMB, MICHAEL LEE

NOES: NONE

ABSTAIN: NONE

Acting President of the Board Whitley rejoined the meeting.

G. Adopt an ordinance to amend Ordinance No. 3149 to amend Parkville Municipal Code Section 515.140 to include provisions for underground utilities

Community Development Director Stephen Lachky stated that staff recommended including provisions in the right-of-way management Code for underground utilities. He provided an overview of the benefits and said many of the Kansas City metropolitan communities had provisions.

City Administrator Alexa Barton said that the Creekside development was adding overhead lines to expand power and placing them underground was important to the City because it reduced power outages and downed overhead power lines. She added that the conduit at Creekside was at full capacity underground, so it had to go above ground.

City Attorney Rich Wood stated that the proposed amendment required that utilities be placed underground only with approval by the Missouri Public Utilities Commission, otherwise they would be placed above ground.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN PLUMB TO APPROVE BILL NO. 3145, AN ORDINANCE AMENDING ORDINANCE NO. 3149 AMENDING PARKVILLE MUNICIPAL CODE SECTION 515.140, SUBSECTION B TO INCLUDE PROVISIONS FOR UNDERGROUND FACILITIES, ON FIRST READING.

RESULT: MOTION PASSED 8-0.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN PLUMB TO APPROVE BILL NO. 3145, AN ORDINANCE AMENDING ORDINANCE NO. 3149 AMENDING PARKVILLE MUNICIPAL CODE SECTION 515.140, SUBSECTION B TO INCLUDE PROVISIONS FOR UNDERGROUND FACILITIES, ON SECOND READING TO BECOME ORDINANCE NO. 3178.

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

5. STAFF UPDATES ON ACTIVITIES

A. Administration

Interim Finance Director Bryan Kidney presented an overview of 2022 receipts for the Creekside development; presentation attached as Exhibit A.

Brian Mertz, 7607 NW John Anders Road, Kansas City, Missouri and Creekside developer, said that there were not any payments in lieu of taxes on residential. He added that they were paying the regular property taxes, which were updated each month, and he could report back to the Board at their request.

B. Police Department

Police Chief Kevin Chrisman stated that the tornado siren at Creekside was installed and tested and a siren would be placed in the new phase of Thousand Oaks. He also said he was asked questions about train derailments because the event in Ohio raised concerns. He said the City had protocols in place, the goal of the Police Department and emergency responders was their safety and they were prepared to assess and work closely with partners if one took place in Parkville.

Alderman Bennett left the meeting at 8:46 p.m.

City Administrator Alexa Barton added that she spoke with the Southern Platte Fire Protection District's fire chief, who said they are trained. Chrisman said that the Police Department was not equipped to deal with hazardous materials; their focus was community safety.

Mayor Katerndahl said that City staff spoke with the railroad and received correspondence about how they respond to train derailments. He said he wrote a letter requesting that they attend a meeting to answer questions.

Will Siegel, 13 W. 7th Street, said that derailments happen frequently and there were ways to mitigate and decrease the chances.

Chief Chrisman also said that a Riss Lake resident inquired about coyote sightings and Captain Jon Jordan reached out to the local Missouri Department of Conservation agent. He learned that coyotes are highly visible during the winter because there was less foliage and it was their mating season.

C. Community Development

Community Development Director Stephen Lachky said the Planning and Zoning Commission would hold its next meeting on March 4.

D. Public Works

Public Works Director Alysén Abel said that lighted speed limit signs were installed at Thousand Oaks and delineators were installed around the roundabout.

Alderman Bennett rejoined the meeting at 9:07 p.m.

1. **13th & Main Streetlights**

Abel said that staff identified three streetlights that needed to be added on Main Street, north of 13th Street, and staff notified the residents that would be directly impacted by the lights. She said staff would make a request to Evergy and no additional infrastructure was needed because the lights would be added to existing poles.

E. **Parks & Recreation**

Parks and Recreation Director Brittanie Propes said that the City was awarded a \$34,000 Platte County Outreach Grant for Gateway Park. She added that the spruce trees were removed at Pocket Park, which was approved by the Community Land and Recreation Board, and staff, as they were tearing out the landscaping, was contacted by By the Blade who offered to help with the landscaping as part of their community project; Dana Laiben coordinated the spring flower planting. Propes said that the Parkville Nature Sanctuary had 15 volunteers to clean out the Bob Fluchel Memorial Butterfly Garden; the playground at English Landing Park was reopened and the small playground would be closed to install new equipment and relocate the rock wall; the large dog park in Platte Landing Park was muddy and would be closed for about ten days; and she would include a running spreadsheet of park events.

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

Alderman Plumb stated that the Park University Criminal Justice Department was extending Women's History Month for a panel discussion on April 5.

Mayor Katerndahl reminded the Board about the State of the City Address on March 14.

Alderman Whitley thanked Public Works Director Alysén Abel for her dedication to the City and the residents.

Mayor Katerndahl added that with Alderman Plumb's term ending in April he was seeking interest from an alderman to serve as liaison to the Friends of Parkville Animal Shelter.

7. **UPCOMING MEETINGS**

8. **EXECUTIVE SESSION**

9. **ADJOURN**

Mayor Katerndahl declared the meeting adjourned at 9:22 p.m.

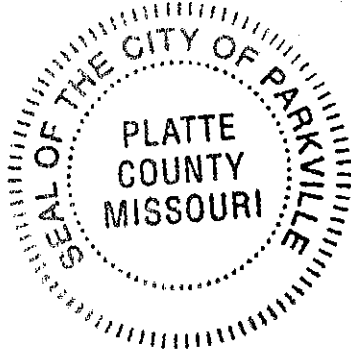
MINUTES OF THE BOARD OF ALDERMEN REGULAR MEETING OF MARCH 7, 2023

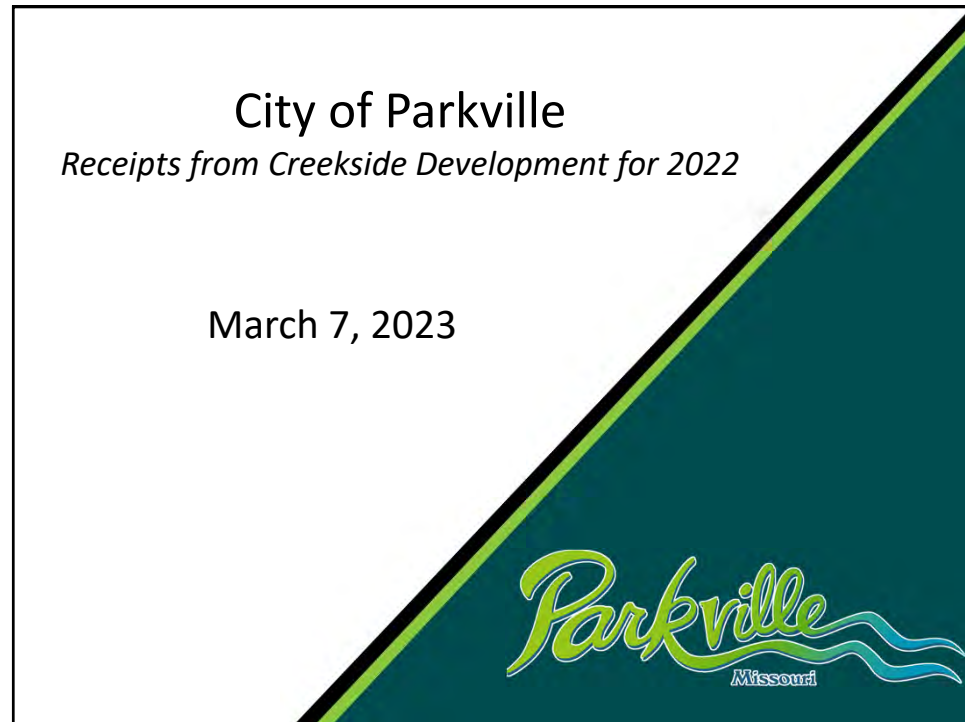
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The minutes for March 7, 2023, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the twenty-first day of March 2023.

Submitted by:

Melissa McChesney
City Clerk Melissa McChesney





City Receipts from Creekside Development in 2022		
Fee	Fund	Amount
Administration Fees	General	59,284.42
Sales Taxes		
50% of General Sales Tax	General	35,954.00
50% of Transportation Sales Tax	Transportation	17,978.00
100% of Parks Sales Tax	Parks	35,956.00
		89,888.00
Payment in lieu of Property Tax (PILOT)	General	7,773.98
City Capital Cost	Transportation	4,454.29
25% of Hotel Tax within Boundary	Guest Room Tax	12,645.00
Land Sales		
Land Sale Track 1	General	100,000.00
Land Sale Meadows CID	General	425,154.77
		525,154.77
	Total	699,200.46



Administrative Fees

- City Collects 1% of Revenue except for special assessments for Administration.
- Plus: actual expenditures up to a limit of \$60,000 for actual expenditures plus the 1%.
- Total incurred and reimbursed in 2022 was \$59,284.42



Economic Activity Taxes (EAT)

- City Collects 50% of taxes for General and Transportation Sales Tax within District
- City collects 100% of Park sales taxes and any new sales taxes approved in the future
- City retained \$89,888 of EATs in 2022

2022 Sales Taxes			
Sales Tax	Total	% Retained	Retained by City
City General	71,908	50%	35,954
City Transportation	35,956	50%	17,978
City Parks	35,956	100%	35,956
			89,888

- City also collected \$4,454 in County Road Tax in District and was deposited in City Transportation Fund



PILOTS (payment in lieu of taxes)

- Taxing Districts Collect 50% of payments representing property taxes. (Fire and Ambulance 100%).
- City retained \$7,774 (50% of its share of the levy)

PILOTS	
Received by	Amount
City	7,774
All other Districts	115,258
Developer	97,916
	220,948



Receipts from Hotel

- The CID collects \$2 per night from hotel stay. The City does not collect any of this fee.
- City retains 25% of the City's 5% Guest Room Tax for stays within the District.
- The City retains 25% of non-captured sales taxes collected from hotel.

City Receipts from Hotel			
Property Tax	Total	% Retained	Retained by City
Guest Room	50,582	25%	12,645



Collections from Land Sales

- In 2019, the City sold 70 acres of land held at Meadows at Creekside for \$4,800,000. The City receives the first \$300,000 collected each year from the Meadows CID until repaid.
- In 2020 the sold Tract 1 of Creekside Industrial for \$1,600,000. The City receives the first \$100,000 collected from a Hotel Special assessment until repaid.

City Receipts from Land Sale Agreements			
Land Payments	Total		
Meadows at Creekside	425,155	*	
Creekside Industrial	100,000		
	525,155		

*\$125,155 from Meadows at Creekside was collected in 2021, but not deposited in City General fund until 2022.



Questions/Comments



Brush Creek Debt Service

Brush Creek				
	2022 Unaudited	2023 Budget	2015-2023	Total City Transfers
Special Assessments	\$ 278,139	\$ 283,833	2,306,351	
Interest Income	-	-	39,128	
City Emergency Reserves	-	-	327,605	
Proceeds from Land Sales	60,881	56,278	369,516	697,121
	339,020	340,111	3,042,600	
Debt Service	341,361	344,204	3,431,238	
Over (under)	(2,341)	(4,093)	(388,638)	
Ending Cash Balance	\$ 17,623	\$ 13,530	\$ 13,530	



Brink Meyer Debt Service

Brink Meyer				
	2022 Unaudited	2023 Budget	2015-2023	Total City Transfers
Special Assessments	\$ 1,662	\$ 1,678	16,071	
Interest Income	-	-	30,692	
City Emergency Reserves	-	-	1,178,367	
Proceeds from Land Sales	231,982	230,297	992,164	2,170,531
	233,644	231,975	2,217,294	
Debt Service	233,665	232,200	2,498,691	
Over (under)	(21)	(225)	(281,397)	
Ending Cash Balanace	\$ 5,681	\$ 5,456	\$ 5,456	

