

1. GENERAL AGENDA

Mayor Dean Katerndahl opened the work session at 5:07 p.m. on May 16, 2023, at City Hall, 8880 Clark Avenue, Parkville, Missouri. In attendance were aldermen Tina Welch, Philip Wassmer, Brian T. Whitley, Bob Bennett, Douglas Wylie, Stephen Melton, Michael Lee and Allyson R. Berberich.

The following staff was also present:

Alexa Barton, City Administrator
Jeffery Rhodes, Assistant City Administrator
Kevin Chrisman, Police Chief
Dan Harper, Public Works Director
Stephen Lachky, Community Development Director
Bryan Kidney, Interim Finance Director
Brittanie Propes, Parks & Recreation Director
Chris Ashley, Parks & Recreation Project Manager
John Mautino, City Attorney

A. Citizen's Academy Outline

Park University students, Andrew Gilbert, Travis Gates, Ridge Rhodes and Angel Coffee provided an overview of the Citizen's Academy outline; presentation attached as Exhibit A. They provided an overview of the academy and the class sessions.

Discussion focused on the classroom size of 10 to 15 people, the application process, the end result being a detailed report for City staff to finalize and the academy would be held once per year.

B. Federal and State Grant Funding for City Infrastructure Projects

City Administrator Alexa Barton stated that the City received two grants, one for Route 9 downtown and one for Bell Road. The Governor's Cost Share grant for the Route 9 project had to be accepted by June 1 and the federal funds needed to be accepted by the end of the year. She added that the discussion would be about the matching funds required for the grant.

Community Development Director Stephen Lachky provided an overview of the budget. He said that staff provided a two-page document with information about the project to the Platte County Commission for the Partnership Grant and added that staff would submit a formal letter.

Interim Finance Director Bryan Kidney stated that the remaining match of \$2 million would need to be financed if the City did not receive the Platte County Partnership Grant. He provided an overview of options that include general obligation bonds, certificates of participation, a Transportation Development District (TDD) or a Community Improvement District.

City Attorney John Mautino provided information about placing a sunset to the ballot language for the use tax, noting that the Missouri statutes did not provide guidance if it was

allowed but a guideline that the ballot language had to be substantially the same. He was unsure if adding a sunset would be valid.

Discussion focused on the next steps, the letter to the Platte County Commission for funding assistance, the proposed motion at the regular meeting to accept the grants and further action for staff to send the letter, the ability to withdraw the application if the matching funds were not found, declining versus withdrawing the application and a TDD that could be a property tax to residents from within the area or a sales tax on businesses within the area that would be affected by the improvements.

C. Burlington Northern Santa Fe Hazmat and Railroad Safety

Derek Lampkin and Andy Williams, Burlington Northern Santa Fe, introduced themselves. Lampkin provided information on their process in response to an emergency; presentation attached as Exhibit B. They outlined who was involved during an incident and the four command agencies that worked together to provide a unified message.

Fire Chief Richard Carrizzo, Southern Platte Fire Protection District, stated that five hazmat teams were strategically placed within the Kansas City metropolitan region that would respond with the fire district.

Police Chief Kevin Chrisman said his department would seek out mutual aid to assess emergency situations and provide assistance as needed.

2. ADJOURN

The work session ended at 6:55 p.m..

The work session minutes for May 16, 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 sixth day of June 2023.

Submitted by:

Melissa McChesney
City Clerk Melissa McChesney





 Table of Contents

- ▶ Introduction
- ▶ Purpose
- ▶ Sections/Classes

Introduction

- ▶ Park University Seniors, all from various parts of the country
- ▶ Capstone project for Bachelor of Public Administration
- ▶ Researched Citizen Leadership Academies throughout the country
- ▶ Researched Parkville and met with City Administrator Alexa Barton
- ▶ Met with all respective department directors and key personnel
- ▶ Synthesized into this presentation for Parkville
- ▶ Student & Department
 - ▶ Ridge Rose, Elected Officials & Administration
 - ▶ Victoria Ayala, Finance & Administration
 - ▶ Jessica Bollen, Economic & Community Development
 - ▶ Andrew Gilbert, Public Works
 - ▶ Angel Coffee, Parks & Recreation
 - ▶ Travis Scates, Public Safety



Purpose

- ▶ What is a Citizens Leadership Academy?
 - ▶ This is an 8-week experiential course that meets 2 hours every 2 weeks.
 - ▶ The Parkville Citizen's Academy is designed with three main goals in mind:
 - ▶ Get citizens out of the classroom and into Parkville to learn about the community
 - ▶ Help citizens have a thorough understanding of issues the city faces and how they can help address these issues
 - ▶ Create a cadre of knowledgeable, engaged citizens who advocate for the city and become commission and board members



Sections / Classes to be taught

- ▶ Parkville 101:
Who's Who and What's What
 - ▶ To include Administrative Staff
- ▶ Tour of Parkville
- ▶ Finance and Administration
- ▶ Economic & Community Development
- ▶ Public Works
- ▶ Parks & Recreation
- ▶ Public Safety
- ▶ Wrap-up
 - ▶ Culminating Event/Activity



Instruction Methodology

- ▶ Classes will be taught by the Department Directors with key personnel with accompanying multi-media presentations.
- ▶ Classrooms may vary in location, based on department to best suit their period of instruction.
- ▶ This will be a Socratic style of instruction, encouraging dialogue between the instructor and learners to truly immerse them in the experience.

Questions?





Intro to Parkville: Elected Officials & Administrative Staff

- ▶ Ice breakers
 - ▶ What brought you to Parkville
 - ▶ Timeline exercise
- ▶ Introduction from Mayor Katerndahl
 - ▶ Form of Government and the roles of elected officials
- ▶ Brief introductions from Board of Aldermen members
 - ▶ Their path to elected office



Intro to Parkville: Elected Officials & Administrative Staff

Administrative Staff Overview

- ▶ City Administrator Alexa Barton
 - ▶ Roles and Responsibilities
 - ▶ Interconnectedness of different departments
 - ▶ Appointed and elected officials
- ▶ Assistant City Administrator Jeffery Rhodes
 - ▶ Roles and Responsibilities



Intro to Parkville: Elected Officials & Administrative Staff

- ▶ All Department Heads
 - ▶ Quick Overview of Responsibilities
 - ▶ Will serve as an introduction and help create a full picture following discussion from admin staff
- ▶ Mayor Katerndahl
 - ▶ "From Citizen to Volunteer to Elected Official"
 - ▶ Covers his path to office
 - ▶ Touches on Boards and Commissions and ways to serve the city
- ▶ Preview of Future Classes



Tour of Parkville

- ▶ Will serve as a visual representation for the instructors to build reference points.
- ▶ Gives participants the opportunity to see areas of Parkville that could be otherwise unknown.
- ▶ We will need your help and guidance for the planning and logistics of this event.



Finance & Administration

- ▶ **Presentation Location: City Hall**
 - Presented by:**
 - Jeffrey Rhodes, Assistant City Administrator**
 - Melissa McChesney, City Clerk**
 - Bryan Kidney, Interim Finance Director.**
- ▶ **Topics**
 - Introduction will cover experience, roles, and responsibilities**
 - What does Finance and Administration do?**

Finance and Administration continued

- ▶ **Structure**
 - Role of Assistant City Administrator**
 - Role of City Clerk**
 - Role of Finance Director**
- ▶ **Operation**
 - What are the overall goals of Finance and Administration?**
 - How do the departments work together?**
 - What would surprise the public to learn about Finance and Administration?**
- ▶ **Questions and Answers with the panel**



Economic & Community Development

- ▶ Presentation Location: Creekside Hotel
- ▶ Presented by Ed Linnebur, PACE Director & Steve Lachky, Community Development Director
 - ▶ Introduction will cover experience, roles & responsibilities.
- ▶ Topics
 - ▶ Purpose (including background)
 - ▶ Historical Significance
 - ▶ Riverboats
 - ▶ Train Depot
- ▶ Structure
 - ▶ What is PACE?
 - ▶ What is Community Development?
 - ▶ How does each area work with the city?
- ▶ Operation
 - ▶ How do PACE and Community Development work together
 - ▶ Plan for Progress
 - ▶ Planning and Zoning
 - ▶ Shovel-> Ribbon Cutting
- ▶ Economic Development Scenario Activity



Economic Development Outline of Projects

- ▶ Project Senior
 - ▶ Looking to build a Senior Housing project in Parkville, along 45 HWY next to the local golf course, and connected to the community that surrounds the golf course. The current property is zoned for single family housing and is in currently located in unincorporated county of Park but would like to be annexed into Park Village. They are seeking a change in zoning and to be approved for a high-rise development with 150 units.
- ▶ Project Quick Cup
 - ▶ Looking to build a coffee shop next to an elementary school on a high trafficked street in Parkville. Would have a small footprint as the property is small and would be a drive thru business. The property is currently zoned for agriculture and not commercial or retail use. Current business model would be open during the morning hours from 6-11 a.m. This is also located near a multifamily housing development that has over 100 families in the development and use this street to access their property.



Economic Development Outline of Projects

- ▶ Project Sweetie
- ▶ Fast food restaurant wanting to build in Parkville along highway 9 near Parkville Commons a large retail shopping center. This project plans to provide fast food for diners and drive thru. The property backs up to a bedroom community that has enjoyed the natural wooded current use. The property is zoned for residential property, specifically R4 for multifamily housing.
- ▶ Project Meat
- ▶ A local butcher would like to open a family-owned meat market in Parkville, providing high quality beef and pork products. His services would include processing, packaging, distribution, and would like to have a restaurant with a bar on the site. They have selected a location near a park and an established single-family neighborhood. The property is currently zoned for single family housing and has infrastructure that would support housing and not commercial or retail use.



Public Works Department

- ▶ Presentation Location: Public Works Headquarters
- ▶ Presented by Dan Harper, Public Works Director & Richard Wilson, Operations Director
 - ▶ Introduction will cover experience, roles & responsibilities.
- ▶ Topics
 - ▶ Purpose (including funding sources)
 - ▶ State Rt. 9 and Bell Road will be used as examples
- ▶ Structure
 - ▶ Community Improvement
 - ▶ Waterworks/Sewage
- ▶ Operation
 - ▶ How does the department work?
 - ▶ How does the department work in conjunction with other departments?
 - ▶ Does the department work with other quasi-governmental organizations and how?



Parks & Recreation Department

- ▶ Presentation Location: English Landing Park (weather permitting)
- ▶ Presented by: Brittanie Propes, Director
 - ▶ Introduction will cover experience and responsibilities
- ▶ Topics
 - ▶ Structure: Will breakdown the operational structure of the Parks and Recreation Department
 - ▶ Tom Bernard, Superintendent
 - ▶ Chris Ashley, Projects Manager
 - ▶ Travis Phelan and Aaron Schaffner, Laborers
 - ▶ Kristen Bontrager, Nature Sanctuary Director
 - ▶ Wayne Frazier, Nature Sanctuary Assistant Director
- ▶ Purpose: Will cover what Parks and Recreation Department does and its intended impact on community
- ▶ Operation: Will discuss how the basic day to day operations are handled and Master Plan
- ▶ Community Involvement
 - ▶ Community Land and Recreation Board (CLARB)
 - ▶ Nature Sanctuary Board
 - ▶ Master Plan Surveys
 - ▶ Project Focused Surveys
- ▶ Q&A Segment for participants



Public Safety

- ▶ Presentation Location: Parkville City Hall, depending on size. The Y for a back up location.
- ▶ Presented by: Chief of Police Kevin Chrisman.
 - ▶ Introduction will cover experience, roles & responsibilities.
- ▶ Topics
 - ▶ Values the Chief views in his department
 - ▶ Approachable
 - ▶ Foot Patrols, building relationships
 - ▶ Giving back to the Community
 - ▶ Different positions within the department.
 - ▶ Dispatch
 - ▶ Detectives/ Investigations
 - ▶ Patrol
 - ▶ Issues and active projects



Public Safety

- ▶ Programs Offered
 - ▶ Shop with a Cop
 - ▶ Winter Jackets
 - ▶ Back-to-School
 - ▶ Bike Rodeo
 - ▶ Senior Holiday Meals
- ▶ Operation
 - ▶ How does the department work?
 - ▶ Plan for Progress
 - ▶ Communication Campaign, short video highlighting Parkville. Aimed showing what the city does, and guiding people towards the city, and the administration.
 - ▶ Plans for Growth
- ▶ Continued Programs
 - ▶ Police Ride Along
 - ▶ Further Police education
- ▶ Questions



Wrap up/Culminating Event

- ▶ This event will address current issues and events the cities may face and allow participation in other events similar to those that Jessica developed with the Economic and Community Development.
 - ▶ With the gained knowledge, the participants will have their first opportunity to lead their communities through addressing pertinent issues to Parkville.
- ▶ Participants will be awarded:
 - ▶ Completion certificate
 - ▶ Name badge/pin, denoting them as ambassadors for Parkville and signifying them as reliable, go-to citizens for others to look to for help and information as needed.



Summary and Review

- ▶ Introduction
- ▶ Purpose
- ▶ Sections/Classes



2023 Railroad Emergency Response & Hazardous Materials Awareness

| Manager of Hazardous Materials Field Operations and Emergency Response

4/1/2022

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Who and What We Are

- 32,500 Miles of Track
- ~34,000 employees
- Operating in 28 States & 3 Canadian Provinces
- ~8,000 Locomotives
- Operating approximately 1,600 trains per day
- 1.2 Million Hazardous Material Shipments in 2022
- Capital Investment of \$4 Billion in 2023
- BNSF can move 1-ton of freight approximately 500 miles on 1-gallon of fuel





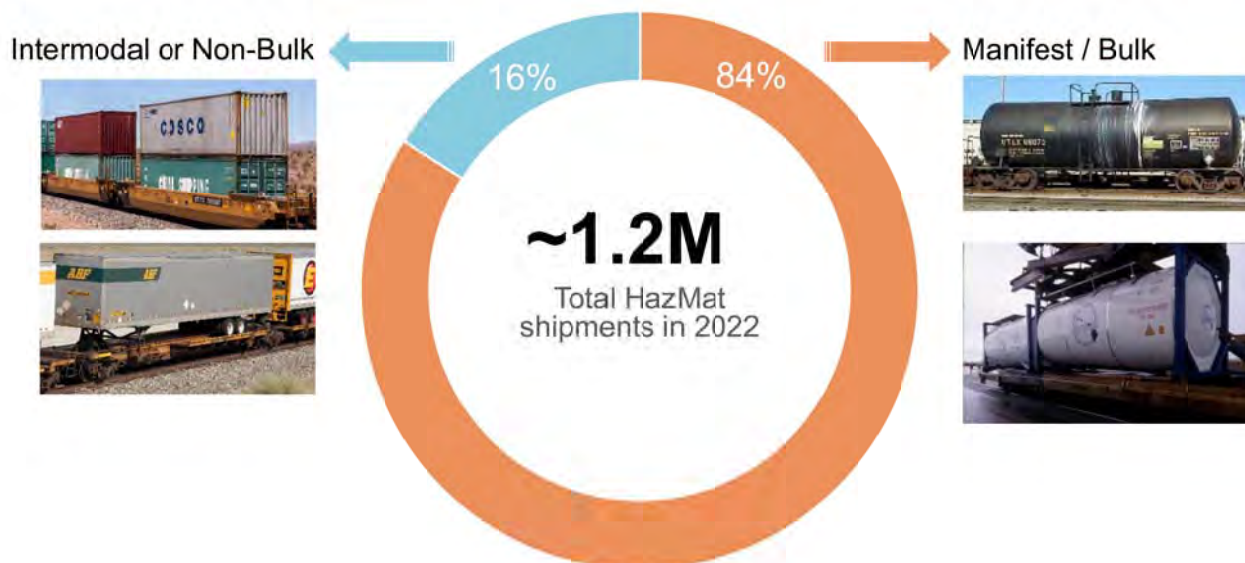
Rail Transports Hazardous Materials Safely

- Since 2000, the train accident rate is down **31%** and hazmat accident rates are down **64%**
- **99.99%** of all BNSF hazmat shipments reach their destination without a derailment caused release.

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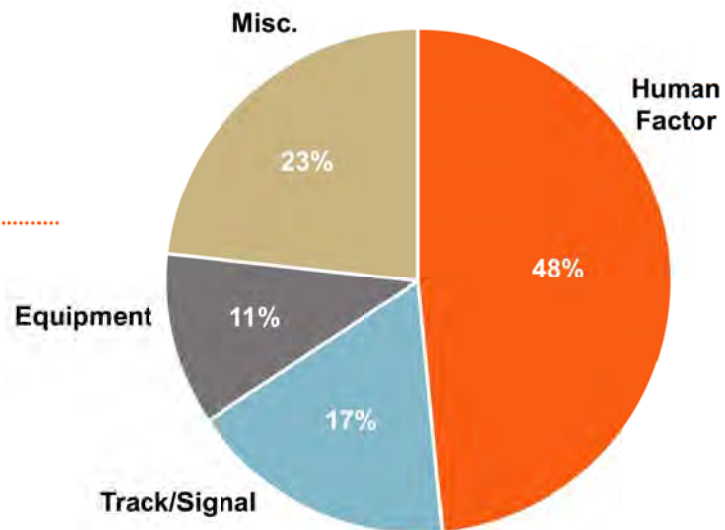
BNSF HazMat Shipments



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Prevention:

Causes for Train Accidents



BNSF REPORTABLE TRAIN
ACCIDENT CAUSES - 2022

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Prevention: Reducing Risk

Human Factor

- Training
- Remote monitoring
- Positive Train Control
- Self reporting protocol

Equipment/Mechanical

- Ultrasonic inspection
- Detector network - dragging equipment
- Technology
- Thermal/infrared scanning for warm bearing detection

Track/Signal

- Enhanced track inspection training
- Continued elimination of jointed rail
- Strong capital program for tie renewal
- Technology - ground penetrating radar and enhanced geometry testing



Our ongoing focus is on instilling a culture of commitment and compliance – a culture that is sensitive to exposure and risk.



www.BNSFHAZMAT.com

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BNSF HAZMAT COMMITTED TO SAFETY

This site is designed to be used by community first responders, contractors and our BNSF hazmat team who work together to ensure hazmat safety at BNSF.

We value your dedication and support.

LINKS FOR FIRST RESPONDERS

[ONLINE TRAINING](#)[COMMUNITY TRAINING](#)

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www.BNSFHAZMAT.com

FIRST RESPONDER RESOURCES

COMMODITY FLOW REQUEST

If you are a local emergency responder, elected or emergency management official and need BNSF hazmat commodity flow reports for your emergency response planning, click below to request information about shipment in your community. These are available on a confidential basis and for security reasons are not offered to the general public.

[SUBMIT A REQUEST](#)

ASKRAIL: IF YOU ARE FIRST AT THE SCENE

Community Responders who arrive first to the scene of a rail emergency and need critical information about the contents of a railcar can rely on the AskRail mobile application.

This invitation-only mobile app provides immediate access to accurate, real-time data about each railcar on a train. This information can help emergency responders make informed decisions about how to respond to a rail emergency.

[MORE ABOUT ASKRAIL](#)

ADDITIONAL RESOURCES

- System Emergency Response Plan
- Operations Lifesaver
- Railroad Crossing Locator

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www.BNSFHAZMAT.com

TRAINING

To ensure that our hazmat contractor partnerships are mutually rewarding, we offer two important outlets for sharing information best practices.

BNSF HAZMAT ONLINE TRAINING

Railroad Emergency Response Hazardous Materials Training

Prepares firefighters to respond to railway hazmat incidents. This program covers shipping papers, placards, markings that identify hazardous materials, railroad equipment identification and how to assess hazmat incidents.

LNG Awareness and Emergency Response Training

This 30-minute video covers an introduction to BNSF hazmat transportation, emergency response planning training and action, BNSF hazmat shipments, LNG-fueled locomotive awareness and BNSF fuel tender and loading processes.

Passenger Train Emergency Response Training

For BNSF and Amtrak, nothing is more important than the safety of our passengers and employees. This 30-minute training video shows how to respond safely and effectively to emergency situations involving passenger trains.

Crude by Rail Emergency Response

This web-based training is offered by the Association of American Railroads in cooperation with BNSF and six other major railroads. You decide when and where to begin this no cost course that offers a foundation to help you make basic safety decisions in the event of a railway hazmat incident involving crude oil.

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www.BNSFHAZMAT.com

TRAINING cont.

Build your skills with free railroad familiarization courses for community emergency responders.

BNSF ON-SITE COMMUNITY TRAINING

Onsite Railroad Emergency Response Hazardous Materials Training

As a member of Transportation Community Awareness and Emergency Response (TransCAER®), BNSF provides a no-cost railroad hazardous materials familiarization course for community emergency responders. This four-hour course uses a combination of classroom and hands-on modules.

BNSF CRUDE BY RAIL TRAINING

BNSF Railway offers Crude By Rail and Emergency Response Training workshops to municipal first responders. This no cost training program will provide first responders with the basic knowledge, skill and abilities to respond to incidents involving Crude By Rail (CBR). The program is delivered over 3 days (24 hours) with over 60% of the time spent on field exercises.

Training is conducted at the location of your choice.

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Commodity Flow Studies

- Is your agency interested in doing a transportation risk analysis for your area?
- Do you need information for emergency planning or security planning?
- Do you need to know what the most commonly transported hazardous materials are for your area?

The Hazardous Material Commodity Flow Study is available electronically through:

<http://www.bnsfhazmat.com>

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Rail Hazardous Materials Traffic Flow (Previous 4 Quarters)

STCC NUMBER	STCC DESCRIPTION	CLASS CODE	RESIDUE CAR COUNT	LOADED CAR COUNT	RESIDUE INTER- MODAL	LOADED INTER- MODAL	TOTAL LOADED COUNT
4905752	LIQUEFIED PETROLEUM GAS	2.1	3633	2571	0	0	2571
4910165	PETROLEUM CRUDE OIL	3	1882	2233	0	0	2233
4908176	GASOLINE	3	226	1533	0	0	1533
4961605	ELEVATED TEMPERATURE LIQUID, N.O.S.	9	1370	1382	0	0	1382
4907265	STYRENE MONOMER, STABILIZED	3	1011	1056	0	0	1056
4905424	BUTANE	2.1	277	879	0	0	879
4930228	HYDROCHLORIC ACID	8	676	755	0	0	755
4905421	LIQUEFIED PETROLEUM GAS	2.1	946	629	0	0	629
4930040	SULFURIC ACID	8	513	485	0	0	485
4907428	HYDROCARBONS, LIQUID, N.O.S.	3	304	388	0	0	388
4909152	ALCOHOLS, N.O.S.	3	215	298	0	0	298
4904509	CARBON DIOXIDE, REFRIGERATED LIQUID	2.2	211	177	0	0	177
4961619	ELEVATED TEMPERATURE LIQUID, N.O.S.	9	142	138	0	0	138
4909230	METHANOL	3	101	136	0	0	136
4905419	LIQUEFIED PETROLEUM GAS	2.1	213	118	0	0	118

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Response: First Responder Training

BNSF and the railroad industry train first responders in their communities under a longstanding program called “TRANSCAER” (*Transportation Community Awareness and Emergency Response*)

- Hands-on equipment in field – Instructor lead
- Train list/shipping papers
- Placards
- Equipment
- Incident assessment

BNSF trained **more than 4,000** local first responders in 2022.

More than **128,000 emergency responders** trained by BNSF since 1996.

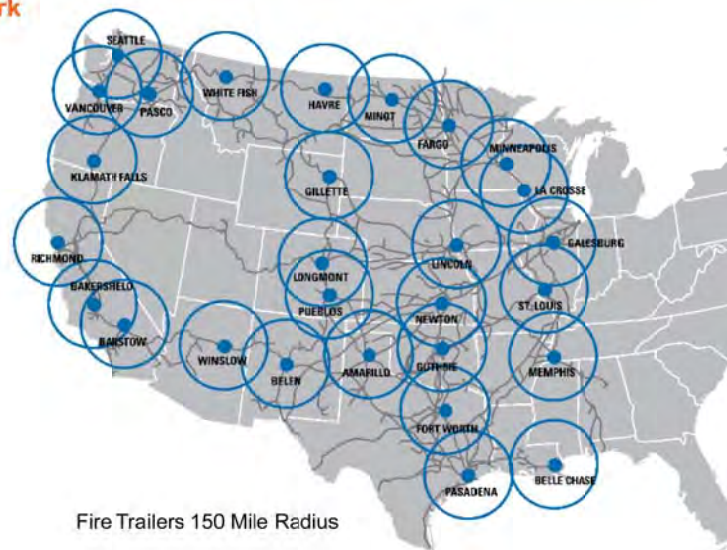
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Response: Incident Mobilization

BNSF pre-positions equipment across its network

- Industrial fire-fighting foam trailers
- Emergency breathing air trailers
- Chlorine kits
- Midland kits
- Air monitoring assets



Fire Trailers 150 Mile Radius

Response: Mobilization of Prepositioned Hazmat Responders

More than
**140 hazmat
responders and 40
advisors at
60 locations**



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Air Monitoring Assets

- **CTEH**
 - 24-hour access to PhD Toxicologists and Dispersion Modelers
 - Utilize Safer® Star Air Dispersion Model offering topographical model input
- **TacTox Kit (22 Kits total)**
 - MultiRAE 4-gas monitor w/ PID, Kestrel weather meter, Solar Irradiance meter, Detector Tubes/pump, GPS, Calibration gases and equipment
- **GHD**
 - Multi-Media sampling – Air, surface water, groundwater, soil
 - GIS mapping and support
- **BNSF HazMat Manager/HazMat Emergency Response Team**
 - MultiRae 4-gas monitor w/PID
 - O2-H2S-CI2-LEL-PID



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Air Monitoring Asset Locations



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