

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 19, 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 - *via videoconference*
Ward 2 Alderman Brian T. Whitley
Ward 2 Alderman Bob Bennett
Ward 3 Alderman Douglas Wylie
Ward 3 Alderman Stephen Melton
Ward 4 Alderman Michael Lee
Ward 4 Alderman Allyson R. Berberich

Absent:

None

A quorum of the Board of Aldermen was present.

The following staff was also present:

Alexa Barton, City Administrator
Bryan Kidney, Deputy City Administrator/Finance Director
Jeffery Rhodes, Assistant City Administrator
Kevin Chrisman, Police Chief
Dan Harper, Public Works Director
Stephen Lachky, Community Development Director
Brittanie Propes, Parks & Recreation Director
Chris Ashley, Parks & Recreation Project Manager
John Mautino, 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 Travis Phelan for obtaining the Certified Playground Safety Inspector Certification**

Mayor Katerndahl recognized Travis Phelan, Parks and Recreation Department, for receiving the Certified Playground Safety Inspector certification.

3. CONSENT AGENDA

- A. Approve the minutes for the December 5, 2023, regular meeting
- B. Receive and file the crime statistics for January through October 2023

- C. Declare four City vehicles as surplus and authorize staff to auction them through America's Auto Auction
- D. Approve Resolution No. 23-014 to amend the Purchasing Policy
- E. Approve Resolution No. 23-015 to destroy certain paper records past their required retention schedule
- F. Approve Resolution No. 23-016 to amend the Personnel Policy regarding vacation leave
- G. Approve Resolution No. 23-017 to appoint Emily Hockaday and Amanda Blackwood as owner representatives to the 9 Highway Corridor Community Improvement District through December 20, 2026
- H. Approve a supplemental agreement with Randy Hollar, LLC (CPA) to update the hourly rate for services and commence with converting sewer utility billing data from gWorks to InCode
- I. Approve a three-year contract renewal with Curious Eye Productions for broadcast management services and technical consulting
- J. Approve a purchase order with Brenntag Mid-South Inc. for Robin 4000 odor control chemicals for the sanitary sewer lines in the Riss Lake subdivision
- K. Approve accounts payable for December 1 through December 13, 2023

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. NON-ACTION AGENDA

A. PACE (Parkville Area Chamber and EDC) Update

Ed Linnebur, Parkville Area Chamber and EDC (PACE) Director, provided a status update; presentation attached as Exhibit A. He stated that both the executive boards discussed the merger due to the retirement of the former Chamber executive director, which was a smooth merger for the leadership, community and the members. He provided an overview of accomplishments in 2023 and the goals for PACE in 2024.

5. ACTION AGENDA

A. Hold a public hearing and approve the second reading of an ordinance to implement a three percent rate increase for the sewer utility in 2024

Mayor Katerndahl stated that the first reading was presented on November 7. City

Administrator Alexa Barton said that a three percent annual increase was standard for several years for the operation and maintenance of the City sanitary sewer system. Each one percent increase equated to approximately \$53,000 in revenue annually.

Mayor Katerndahl opened the public hearing for comments. Hearing none, he closed the public hearing.

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN WYLIE TO APPROVE BILL NO. 3269, 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 SECOND READING TO BECOME ORDINANCE NO. 3212.

RESULT: MOTION PASSED 8-0.

AYES: TINA WELCH, PHILIP WASSMER, BRIAN T. WHITLEY, BOB BENNETT, DOUGLAS WYLIE, STEPHEN MELTON, MICHAEL LEE, ALLYSON R. BERBERICH

NOES: NONE

ABSTAIN: None

B. Adopt an ordinance to approve an agreement with Platte County Regional Sewer District to operate and maintain the City's sanitary sewer system

City Administrator Alexa Barton stated that the City hired an outside consultant to analyze options for the sanitary sewer system, which included continuing to contract with an outside vendor; bringing it in-house; selling to the private sector; and merging with the Platte County Regional Sewer District (PCRSD). The sale or merger of the system would require a public vote. Per the agreement, the PCRSD would oversee the operations and maintenance to determine if moving forward with a merger was an option. Barton added that the annual fee was lower than with the previous vendor.

Discussion focused on administration of the grinder pump fee and educating customers about the fee being transferred to the homeowners association and that there would not be a fee increase. Barton added that the next steps would be looking at PCRSD absorbing the utility billing; working with the homeowners associations about administering the grinder pump fee, which would happen before a vote; and centralizing the monthly charges.

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN WYLIE TO APPROVE BILL NO. 3280, AN ORDINANCE APPROVING AN AGREEMENT WITH THE PLATTE COUNTY REGIONAL SEWER DISTRICT TO OPERATE AND MAINTAIN THE SEWER SYSTEM FOR THE CITY OF PARKVILLE, ON FIRST READING.

RESULT: MOTION PASSED 8-0.

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN WYLIE TO APPROVE BILL NO. 3280, AN ORDINANCE **APPROVING AN AGREEMENT WITH THE PLATTE COUNTY REGIONAL SEWER DISTRICT TO OPERATE AND MAINTAIN THE SEWER SYSTEM FOR THE CITY OF PARKVILLE**, ON SECOND READING TO BECOME ORDINANCE NO. 3213.

RESULT: MOTION PASSED 8-0.

AYES: TINA WELCH, PHILIP WASSMER, BRIAN T. WHITLEY, BOB BENNETT, DOUGLAS WYLIE, STEPHEN MELTON, MICHAEL LEE, ALLYSON R. BERBERICH

NOES: NONE

ABSTAIN: NONE

C. **Approve an agreement with SWT Design to update the Parks and Recreation Master Plan**

Parks and Recreation Director Brittanie Propes said that a request for proposals was issued in September and five proposals were received. The selection committee chose three vendors to interview and recommended SWT Design for a total of \$79,500. After the committee learned more, they could decide whether to add the alternate.

Lance Klein, SWT Design, provided an overview of the update; presentation attached as Exhibit B.

Discussion focused on community engagement, the project timeline and projects in other cities with similar parks.

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN WYLIE TO **APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH SWT DESIGN TO UPDATE THE PARKS AND RECREATION MASTER PLAN IN THE AMOUNT OF \$79,500.**

RESULT: MOTION PASSED 8-0.

D. **Adopt an ordinance approving agreements with the Missouri Highways and Transportation Commission for the Transportation Enhancements Funds Program and the Sidewalk Improvements to utilize federal funding for the Bell Road Pedestrian Improvements Project**

Community Development Director Stephen Lachky stated that the City received \$750,000 in grant funding for the Bell Road sidewalk improvements. The Missouri Department of Transportation required agreements to receive and dispense the funds and the deadline was December 31. Staff waited for the results of the Proposition T election results before taking

the next step, which was to reach out to the on-call consultants to determine the cost and the project schedule.

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN WYLIE TO APPROVE BILL NO. 3281, AN ORDINANCE **APPROVING AGREEMENTS WITH THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION FOR THE TRANSPORTATION ENHANCEMENTS FUNDS PROGRAM AND FOR THE SIDEWALK IMPROVEMENTS TO UTILIZE FEDERAL FUNDING FOR THE BELL ROAD PEDESTRIAN IMPROVEMENTS PROJECT ALONG NW BELL ROAD, ON FIRST READING.**

RESULT: MOTION PASSED 8-0.

ACTION: IT WAS MOVED BY ALDERMAN WHITLEY AND SECONDED BY ALDERMAN WYLIE TO APPROVE BILL NO. 3281, AN ORDINANCE **APPROVING AGREEMENTS WITH THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION FOR THE TRANSPORTATION ENHANCEMENTS FUNDS PROGRAM AND FOR THE SIDEWALK IMPROVEMENTS TO UTILIZE FEDERAL FUNDING FOR THE BELL ROAD PEDESTRIAN IMPROVEMENTS PROJECT ALONG NW BELL ROAD, ON SECOND READING TO BECOME ORDINANCE NO. 3214.**

RESULT: MOTION PASSED 8-0.

AYES: TINA WELCH, PHILIP WASSMER, BRIAN T. WHITLEY, BOB BENNETT, DOUGLAS WYLIE, STEPHEN MELTON, MICHAEL LEE, ALLYSON R. BERBERICH

NOES: NONE

ABSTAIN: NONE

6. STAFF UPDATES ON ACTIVITIES

A. Parks & Recreation

1. Platte Landing Park Wetland Water Source

Parks and Recreation Director Brittanie Propes said that Leigh Mitchell, US Army Corps of Engineers, presented water source options at the work session on November 21. She sought consensus from the Board on the following items: the type of well to use, the location, the energy source and security fencing. She said the Community Land and Recreation Board discussed the options on November 29 and preferred that a windmill be placed in the northern location for aesthetics surrounded by security fencing, but they wanted to lean on the Corps' recommendation. Propes noted that the

well placed in the north location would keep the south pool wet and a well placed in the south location would keep standing water in the south pool.

The consensus of the Board was for a windmill to be placed in the south location to be surrounded by security fencing.

Proper provided updates on other park projects, noting that J. Richardson Construction had almost completed the trail on the south side of the Waddell Bridge and the dumpster pad was the second project; the holiday lights contest was going well with eight homes receiving more than 300 total votes; and staff was working with BBN Architects on an updated scope for the farmers market structure.

B. **Administration**

1. **City Hall Closed December 25-26, 2023, for Christmas and January 1, 2024 for New Year's Day**

City Administrator Alexa Barton said that City Hall would be closed three days during the holidays and there would not be a Board meeting on January 2.

C. **Police Department**

Police Chief Kevin Chrisman said the 9th annual senior luncheon was held on December 6 and he gave credit to Kevin Heaton who prepared the food and provided his staff to help and to Al Burns who donated chicken wings and money to the Police Community Assistance Fund. He said that the annual Shop with a Cop event was held on December 10, which was the first benefactor of the Fund, that helped to clothe and get toys and necessities for 34 children of 14 families. He noted that the Department was going to take a family shopping that was unable to attend the day of the event due to illness. He thanked the many donors who gave throughout the year, his staff who volunteer to help out, the Board for their support and staff and the many volunteers who helped.

D. **Community Development**

1. **Development Update**

Community Development Director Stephen Lachky said that Whataburger had a tentative opening date of January 15.

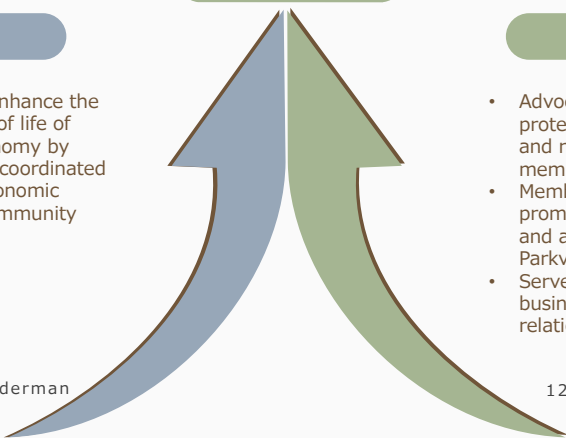
E. **Public Works**

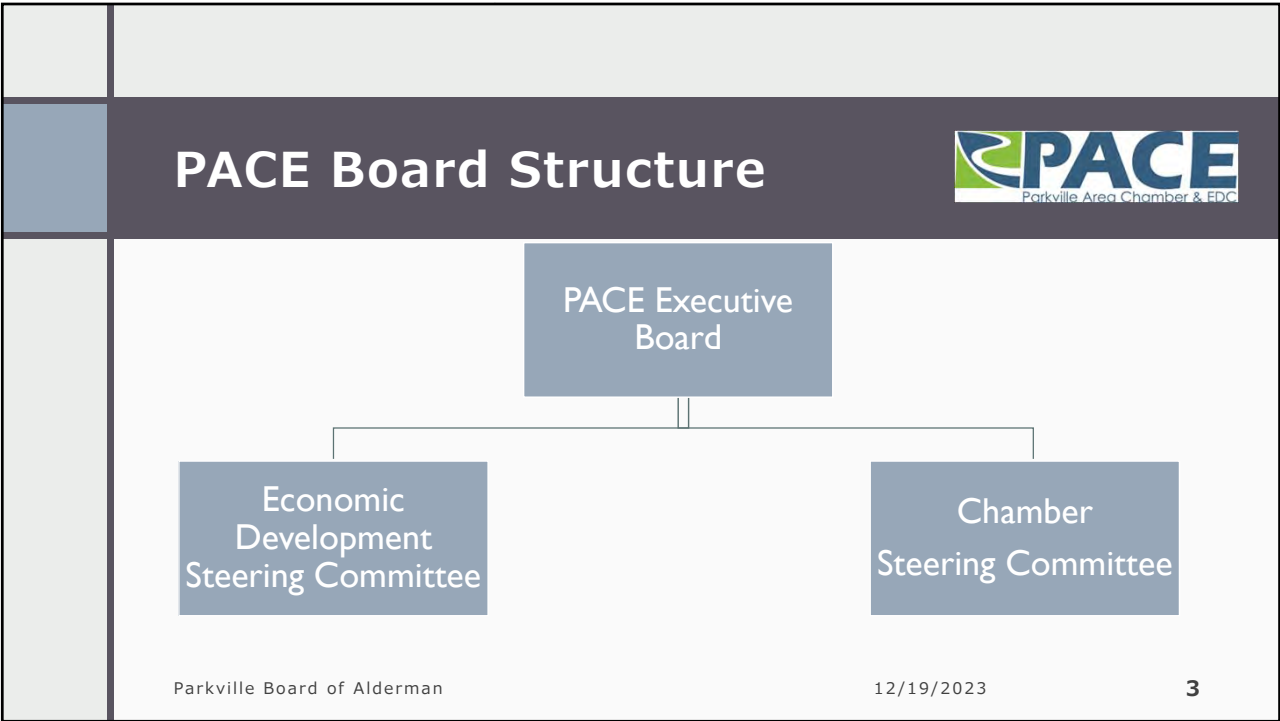
Public Works Director Dan Harper said that he met with Google Fiber the previous week and there was a tentative start date for spring 2024. He added that Google was working on the design.

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

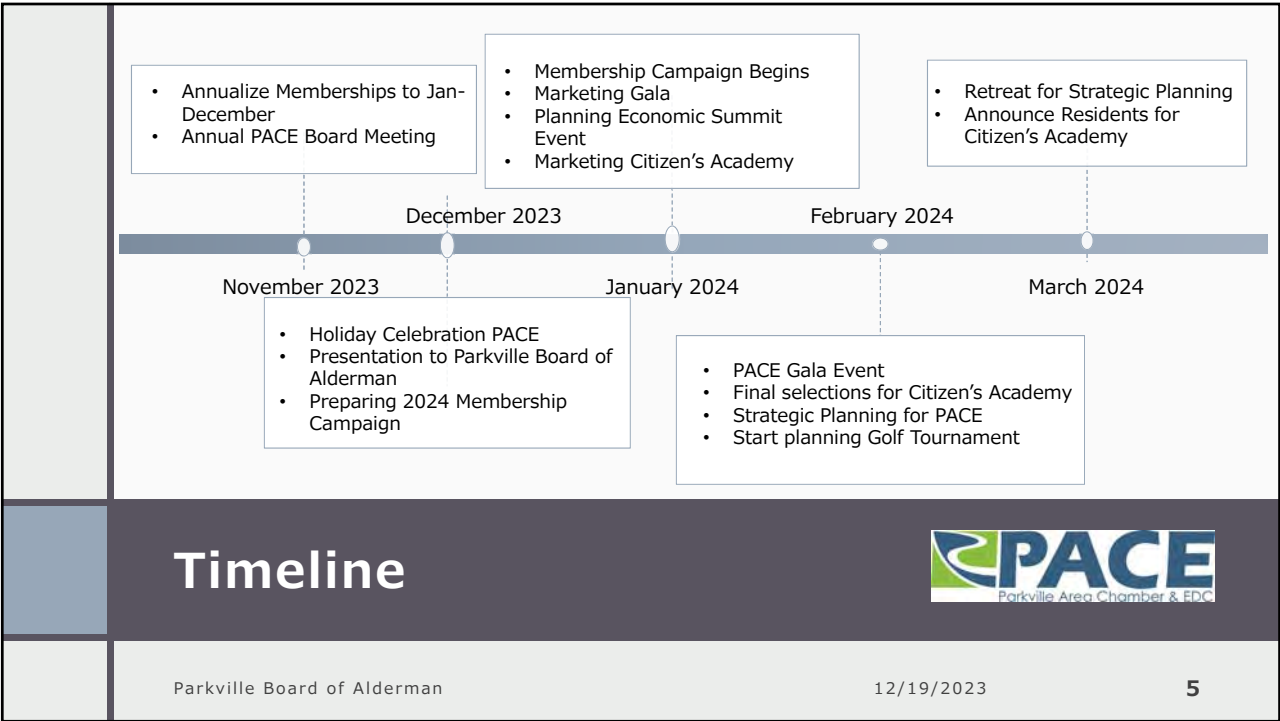
	PARKVILLE AREA CHAMBER & EDC	
	Parkville Board of Alderman December 19, 2023 	
	Parkville Board of Alderman	

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	Merger of 2023		
	PEDC • Maintain and enhance the valued quality of life of Parkville's economy by encouraging a coordinated responsible economic activity and community improvement. • Connectivity • Community • Partnerships	PACE 	PACC • Advocates, promotes, and protects business interests and relationships of our members. • Members are community promoters, fully engaged and actively involved in the Parkville Area. • Serve members by building business and community relationships.
	Parkville Board of Alderman	12/19/2023	2



	
	PACE Executive Board of Directors
	 Dale Brouk  Melissa Moran  Kevin Robinson  Greg Plumb  Mayor Dean Katerndahl  Bradley Cole  Michael Lee
	Parkville Board of Alderman 12/19/2023 4



PACE VISION & MISSION

Vision:
Through collaboration, community improvement, advocacy and leadership development, the Parkville Area Chamber & EDC aims to be a champion of local business and strives to create opportunities for growth for our community - while influencing the highest quality of life for all we serve.

Mission:
To proactively work to support a healthy local economic environment that strengthens existing businesses, attract new investment, and promote a vibrant local economy that ensures a high quality of life in Parkville.





Parkville Board of Alderman



Budget 2024

PACE (Parkville Area Chamber & EDC)		2024 Budget
Revenue	Total Membership Fees	126,800
	City Contribution	40,000
	Total Event Revenue	99,000
	Total Other Source of Revenue	10,000
	Total Income	275,800
Expenses	Total Event Expense	51,900
	Gross Profit	223,900
	Total Payroll Expenses	163,280
	Total General & Administrative	31,000
	Total Business Development	12,820
	Total Other Expense	16,800
	Total Expenses	223,900
Net Income		-

12/19/2023



Parkville Board of Alderman

Accomplishments for 2023



12/19/2023

		
Parkville • Number 1 fastest growing city in Platte County • We are 2nd fastest growing city in the metropolitan area • Number 1 fastest growing County in Missouri		
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	Accomplishments 2023		
	Organization		
	• Merger between Parkville Area Chamber of Commerce and Parkville EDC • Insurance • Secretary of State in good standing • Merged checking accounts • Board orientation • Established PACE Executive Board of Directors • Board Structure • Bylaws • Updating Website • New Board for Parkville Gives Back Foundation		
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	Accomplishments 2023	
	Development	• Chapter 353 2 Office buildings in downtown Parkville • Charbar • Cliff's of Parkville residential housing development • Contractor storage facility • Expansion of Taylor Animal Hospital • Holiday Inn Express • Infrastructure improvements at 45 HWY and 435 hwy. • La Costa Mexicana Restaurant • Parkville Commons-under new ownership • Riss Lake Sanctuary • Scooter's Coffee • Self-Storage development • Smoothie King • VFW • Village on the Green • Whataburger • Whisky River
	 Parkville Board of Alderman	12/19/2023 11

	Accomplishments 2023	
	Networking	• Strong Gala Event • Well attended luncheons • Successful Golf Tournament • Enriching Coffee meetings • Croquet Tournament • Trivia Night Friday • Holiday Celebration • Increased Membership • Regular Happy Hours • Monthly Lunches • Taste of Parkville • Parkville Chamber Gives Back Foundation 
	Parkville Board of Alderman	12/19/2023 12

Goals for 2024			
Membership • Grow our combined membership. • To be the best membership organization representing Parkville's Local Businesses and Development.	Enhance Experience • To enhance the experience by having meaningful, educational, and fun events to encourage growth throughout our community.	Learning • Strengthen our understanding of our community so we can support and enhance the business and residential environment here in Parkville.	
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	Survey Results Parkville Businesses 2023

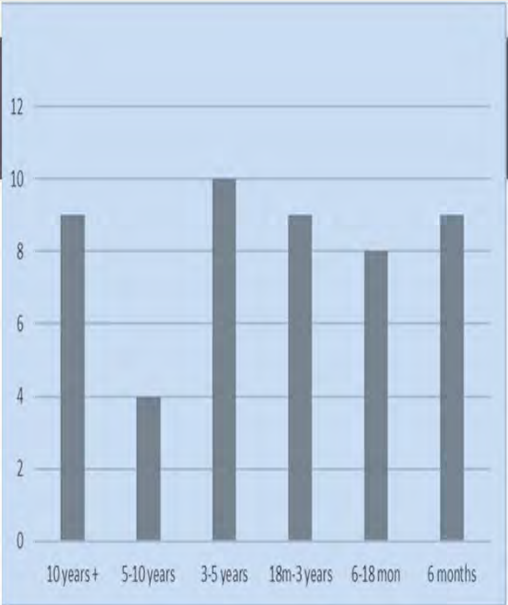


Parkville Area Chamber & EDC

Membership

Demographic Information

- Strong long-term members
- Healthy growth of new members
- Value of membership clear



Duration	Count
10 years +	9
5-10 years	4
3-5 years	10
18m-3 years	9
6-18 mon	8
6 months	9

Parkville Board of Alderman

12/19/2023

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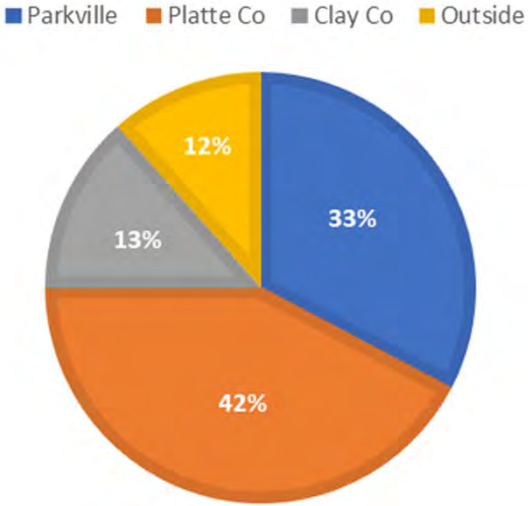


Parkville Area Chamber & EDC

Members

Location

- Strong North of the River presence
- Good focus on Parkville
- Attracting outside resources



Location	Percentage
Parkville	33%
Platte Co	42%
Clay Co	13%
Outside	12%

Parkville Board of Alderman

12/19/2023

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	2024 CITIZEN'S ACADEMY	• City of Parkville partnering with PACE to implement this program in Spring of 2024 • Working with city staff to develop the program • Would like to come back a present this program and how it will be implemented next quarter.
	Structure and Implementation   Parkville Board of Alderman	 12/19/2023 17

THE WAY TO GET STARTED IS TO QUIT TALKING AND BEGIN DOING. Walt Disney Parkville Board of Alderman	Improving our Communication with the community: • Sign up for the PACE Newsletter by going to: https://www.parkvillepace.com/ • Joining our Facebook and follow us as we will highlight all of our events on this platform. Join Parkville Area Chamber & EDC by visiting this site: Members can receive our monthly newsletter • Attend our networking lunches and events • Participate in Chamber planning and functions • Provide information to members about new resources. 12/19/2023 18
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	Ed Linnebur	Gretchen Moran
PACE Team		
Parkville Board of Alderman	12/19/2023	19

			
	THANK YOU		
	Parkville Area Chamber & EDC Ed Linnebur Ed@parkvillePACE.com WWW.ParkvillePACE.com		
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City of Parkville Parks and Recreation Master Plan

..... Parkville, Missouri Parks & Recreation

SWTDESIGN

Ballard*King
DRAW

12.19.2023

..... SWT Design Team



- City of Parkville, Missouri
Parks & Recreation

LANCE KLEIN, PLA
PROJECT MANAGER

SWTDESIGN

Land Development Planning
Project Management
Planning & Design
Civil Engineering
Land Surveying
Environmental Planning & Design
Public Engagement
Operations + Maintenance
Branding + Identity
Graphics + Visualization
Implementation Strategies
Placemaking



JAY WOHLSCHLAEGER, PLA
PARTNER-IN-CHARGE



CHANTAL BLOCK, PE, LEED AP, SITES AP
LEAD CIVIL ENGINEER / SUSTAINABILITY



DOMINIQUE DAVIDSON, RA
ARCHITECTURAL DESIGN LEAD

DRAW

DARIN BARR
PROGRAMS, OPERATIONS & ANALYSIS
BALLARD* KING
A RANDOLPH LTD.

+20
ADDITIONAL
LAND, ARCH,
PLANNERS, &
DESIGNERS

PROJECT SUPPORT
SWT DESIGN

+16
ADDITIONAL
ARCHITECTS,
DESIGNERS, &
SUPPORT

PROJECT SUPPORT
DRAW ARCHITECTURE

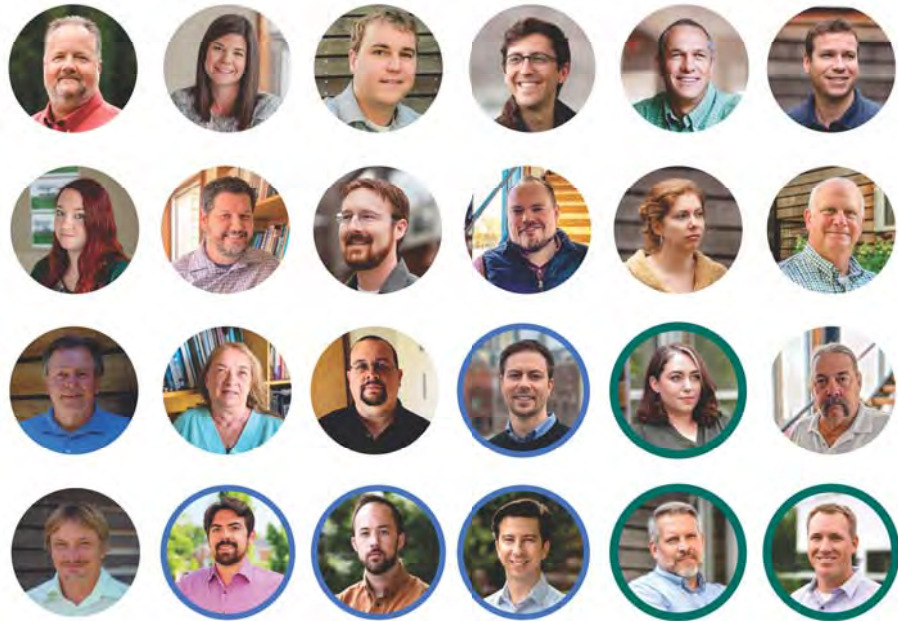


Integrated Design

Landscape Architects
Urban Designers
Civil Engineers
Land Surveyors
Planners
Horticulturists
Community Engagement



..... SWT Design Team



SWT Design

2-Star SITES-Certified Campus



7,200 s.f.
permeable paving



775 s.f.
rain garden captures
point source pollutants



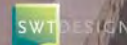
4,300 kWh
annual energy produced
from 20 solar panels



622 s.f.
green roof



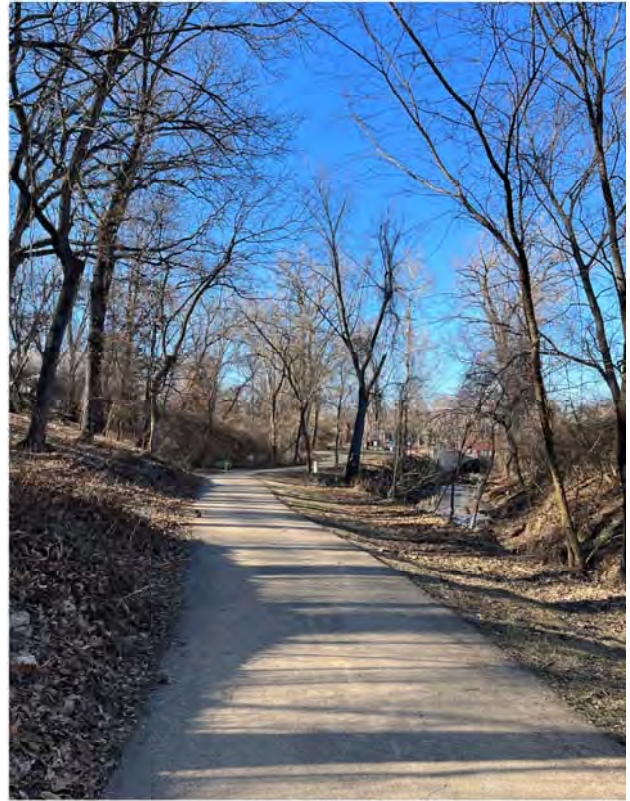
2,500 s.f.
perimeter planted buffer



..... Expertise

We have experience assisting parks departments and communities of all sizes and expectations in the development of **system-wide** visions and action plans.

- Nixa Parks and Recreation Master Plan - Nixa, MO
- Maplewood Parks and Recreation Master Plan - Maplewood, MO
- JCPRD Legacy Plan - Johnson County, KS
- Brentwood Parks and Recreation Master Plan - Brentwood, MO
- St. Ann Parks Assessment Master Plan - St. Ann, MO
- City of St. Charles Parks & Recreation Master Plan - St. Charles, MO
- Des Peres Parks Master Plan - Des Peres, MO
- System-wide Master Plan - Webster Groves, MO
- Shrewsbury Parks, Recreation and Trails Master Plan - Shrewsbury, MO
- Park, Recreation and Open Space Master Plan - Wentzville, MO
- Union Comprehensive Plan - Union, MO
- Parks Master Plan - Bellefontaine Neighbors, MO
- Parks Master Plan - Overland, MO
- Eureka Parks and Recreation Master Plan - Eureka, MO
- Joplin CDBG--DR Capital Improvement Plan - Joplin, MO
- O'Fallon Comprehensive Plan - O'Fallon, MO
- Park Beautification and Open Space Master Plan - Fenton, MO
- Kansas City Parks Master Plan, Kansas City, MO
- Blue Springs Parks Master Plan, Blue Springs, MO
- Liberty Parks and Recreation Master Plan, Liberty, MO
- Crestwood Parks Master Plan, Crestwood, MO
- Joplin Parks Master Plan, Joplin, MO
- Kirksville Parks and Recreation Master Plan, Kirksville, MO
- Maryville Parks Master Plan, Maryville, MO



a catalyst for implementation

over
85%

of our master plans have led to significant implementation of park system facilities and modifications to operations, policies, and procedures.

O'Day Park | O'Fallon, MO

..... Process & Approach



City of Parkville Parks and Recreation Master Plan

..... Parkville, Missouri Parks & Recreation

thank you !

SWT DESIGN

Ballard*King
DRAW

12.19.2023

Alderman Whitley stated that the Diversity and Inclusion Commission shared its concerns with the pace of the survey and thought they might want to commission their own survey.

8. UPCOMING MEETINGS

9. EXECUTIVE SESSION

10. ADJOURN

Mayor Katerndahl declared the meeting adjourned at 8:51 p.m.

The minutes for December 19, 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 sixteenth day of January 2024.

Submitted by:

Melissa McChesney
City Clerk Melissa McChesney

