

1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:01 p.m. at City Hall, 8880 Clark Avenue, Parkville, Missouri on December 5, 2023, and was called to order by Acting President of the Board Brian T. Whitley. 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 Michael Lee
Ward 4 Alderman Allyson R. Berberich

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 (*via videoconference*)
Kevin Chrisman, Police Chief
Dan Harper, Public Works Director
Stephen Lachky, Community Development Director
Brittanie Propes, Parks & Recreation Director
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. Proclaim December 5, 2023, as Cathy Kline Day in Parkville

Acting President of the Board Whitley presented a proclamation to Cathy Kline.

B. Recognize Parkville Nature Sanctuary Interns Sheyenne Russell and Roslyn Strong

Parkville Nature Sanctuary Director Kristen Bontrager introduced Sheyenne Russell and Roslyn Strong, Park Hill Professional Studies Program interns, who worked at the Parkville Nature Sanctuary. They presented a summary of their work; presentation attached as Exhibit A.

C. Receive demonstration of SeeClickFix software

Brian McCormick, CivicPlus, presented a demonstration of the SeeClickFix software.

3. CONSENT AGENDA

- A. Approve the minutes for the November 21, 2023, regular meeting
- B. Approve the minutes for the November 21, 2023, work session
- C. Receive and file the October sewer report
- D. Approve Work Authorization No. 4 with She Digs It, LLC to install a sanitary valve pit and valves for the odor control tank in Riss Lake
- E. Approve Resolution No. 23-012 to reappoint John Davis and Kristi Stuedle as owner representatives and appoint Dean Katerndahl as a City Director to the Parkville Market Place Community Improvement District through June 2028
- F. Approve Resolution No. 23-013 to reappoint Walter Holt as an owner representative and appoint Jeffery Rhodes and Dean Katerndahl as City Directors to the Parkville Market Place #2 Community Improvement District through June 2028
- G. Approve accounts payable for November 2 through November 30, 2023

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN WELCH 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 2024 Operating Budget**

Acting President of the Board Whitley stated that the first reading was presented on November 21. City Administrator Alexa Barton noted that separate funds would be set up for the Use Tax and Marijuana Tax and staff would report to the Board after the taxes were being collected to provide accountability for the funds.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN WELCH TO **APPROVE BILL NO. 3272, AN ORDINANCE ADOPTING THE 2024 OPERATING BUDGET, ON SECOND READING TO BECOME ORDINANCE NO. 3207.**

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. **Approve the second reading of an ordinance to classify all employee positions and establish compensation for such classifications for fiscal year 2024**

Acting President of the Board Whitley stated that the first reading was presented on November 21. No additional information was presented.

ACTION: IT WAS MOVED BY ALDERMAN DOUGLAS AND SECONDED BY ALDERMAN WELCH TO APPROVE BILL NO. 3273, AN ORDINANCE **CLASSIFYING EMPLOYEE POSITIONS AND ESTABLISHING COMPENSATION RANGES FOR FISCAL YEAR 2024**, ON SECOND READING TO BECOME ORDINANCE NO. 3208.

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 the second reading of an ordinance to amend the City's employer/employee contribution to LAGERS to be fully funded by the City**

Acting President of the Board Whitley stated that the first reading was presented on November 21. No additional information was presented.

ACTION: IT WAS MOVED BY ALDERMAN DOUGLAS AND SECONDED BY ALDERMAN WELCH TO APPROVE BILL NO. 3274, AN ORDINANCE **AMENDING THE BENEFIT PROGRAM OF COVERED EMPLOYEES UNDER THE MISSOURI LOCAL GOVERNMENT EMPLOYEES RETIREMENT SYSTEM REGARDING EMPLOYEE CONTRIBUTIONS FROM 4% -- TO 0% -- AND TO BE FULLY FUNDED BY THE EMPLOYER: CITY OF PARKVILLE EFFECTIVE JANUARY 1, 2024**, ON SECOND READING TO BECOME ORDINANCE NO. 3209.

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

D. **Adopt an ordinance to create Parkville Municipal Code Section 515.640 to address maintenance of parkways within public rights-of-way**

Community Development Director Stephen Lachky said that the proposed ordinance and Municipal Code amendment was a clarification of who was responsible for maintaining a parkway, which was the area located between the sidewalk and the curb, because it was not clear within the Code. Work sessions were held on September 19 and October 3. Staff determined that requirements were listed in different sections of the Code and the Property Maintenance Code and the Board provided direction for staff to clean up the Code and include a specific section so the information could be easily found. Lachky said he worked with the city attorney and determined the appropriate chapter was the Right-of-Way Management Code. He provided an overview of the recommended changes.

Discussion focused on the leaves on Main Street that would be discussed in early 2024, sidewalk repairs and retaining walls on public property.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN WELCH TO APPROVE BILL NO. 3277, AN ORDINANCE CREATING PARKVILLE MUNICIPAL CODE SECTION 515.640 ADDRESSING MAINTENANCE OF PARKWAYS WITHIN PUBLIC RIGHTS-OF-WAY, ON FIRST READING.

RESULT: MOTION PASSED 8-0.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN WELCH TO APPROVE BILL NO. 3277, AN ORDINANCE CREATING PARKVILLE MUNICIPAL CODE SECTION 515.640 ADDRESSING MAINTENANCE OF PARKWAYS WITHIN PUBLIC RIGHTS-OF-WAY, ON SECOND READING TO BECOME ORDINANCE NO. 3210.

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

E. **Adopt an ordinance to amend Parkville Municipal Code Chapter 150 and Section 515.010 and to create Sections 515.650, 515.660 and 515.670 to address maintenance of street trees within public rights-of-way**

Community Development Director Stephen Lachky stated that street trees were located within the Community Land and Recreation Board (CLARB) chapter of the Municipal Code, but its responsibility was overseeing park land and not streets and staff recommended moving the maintenance of street trees to the Right-of-Way Management chapter of the Code. Lachky provided an overview of the changes that outlined the responsibilities of residents and the City and required a right-of-way permit to remove

street trees, which were reviewed by CLARB on November 29. They requested that they continue being responsible for the tree species list and wanted to maintain the list of trees that could be planted in the parks. Lachky noted that they requested that the list be used for private property within the Development Code, but it was not a recommendation of the staff.

Discussion focused on the request of CLARB to maintain the tree species list and the requirements to be a Tree City USA.

ACTION: IT WAS MOVED BY ALDERMAN DOUGLAS AND SECONDED BY ALDERMAN WELCH TO APPROVE BILL NO. 3279, AN ORDINANCE AMENDING PARKVILLE MUNICIPAL CODE CHAPTER 150 AND SECTION 515.010 AND CREATING SECTIONS 515.650, 515.660 AND 515.670 ADDRESSING MAINTENANCE OF STREET TREES WITHIN PUBLIC RIGHTS-OF-WAY, ON FIRST READING.

RESULT: MOTION PASSED 8-0.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN WELCH TO APPROVE BILL NO. 3279, AN ORDINANCE AMENDING PARKVILLE MUNICIPAL CODE CHAPTER 150 AND SECTION 515.010 AND CREATING SECTIONS 515.650, 515.660 AND 515.670 ADDRESSING MAINTENANCE OF STREET TREES WITHIN PUBLIC RIGHTS-OF-WAY, ON SECOND READING TO BECOME ORDINANCE NO. 3211.

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

5. STAFF UPDATES ON ACTIVITIES

A. Administration

B. Police Department

Police Chief Kevin Chrisman reminded the Board that the senior luncheon would be held on December 6 and Shop with a Cop would be held on December 10. A total of 32 kids and 15 families would participate in Shop with a Cop.

C. **Community Development**

Community Development Director Stephen Lachky said that the December Planning and Zoning Commission was canceled and the next meeting would be held on January 9, 2024.

D. **Public Works**

Public Works Director Dan Harper said that the first snow event took place on November 24 and street sweeping was completed.

E. **Parks & Recreation**

Parks and Recreation Director Brittanie Propes said that the City received a \$1 million grant from Platte County for the farmers market and staff would be working with BBN Architects to present designs to the Board at a future meeting. She said the Winter Wonderland event at the Parkville Nature Sanctuary Dog Paws and Santa Claus event in Platte Landing Park were scheduled on December 16; the holiday lights contest was underway and registrations would be accepted through December 8; staging was being set up on the south side of the Waddell Bridge in English Landing Park for the concrete trail work; and a discussion would be held on December 19 about the water source in the wetland.

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

Alderman Tina Welch said the Main Street Parkville Association Gallery of Trees event would be held on December 7.

7. **UPCOMING MEETINGS**

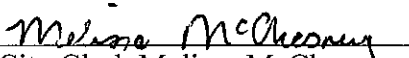
8. **EXECUTIVE SESSION**

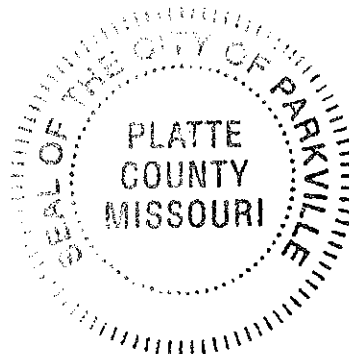
9. **ADJOURN**

Acting President of the Board Whitley declared the meeting adjourned at 9:08 p.m.

The minutes for December 5, 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 nineteenth day of December 2023.

Submitted by:


City Clerk Melissa McChesney





Sheyenne Russell

My name is Sheyenne, and I am a professional studies intern. I am also located at the Parkville Nature Sanctuary.

I have always liked to experience new things, so I applied to the professional studies program.



PROJECT MANAGER

Kristen Bontrager

Parkville Nature
Sanctuary Director



A DAY IN THE LIFE



- Invasive plants
- Event planning
- Meetings
- City projects

My Experience



My typical day can be located either outside or in the office. When we work outside, we can meet lots of new people who work for the city or are a part of the community. We also interact with many forms of life. In the office, we work on events and discuss plans!



PROJECTS

WINTERCREEPER

identifying invasive plants



Often have silvery-white veins on leaves

Leaves are dark green & oval shaped

Smooth, pinkish-orange fruits mature in fall

Evergreen vine along ground or climbing trees & shrubs



IMPACTS

- Outcompetes native plants for space & sunlight
- Threatens shrubs & small trees by climbing on them
- Depletes nutrients & moisture in the soil by forming a dense ground cover

CALLERY PEAR

identifying invasive plants



30-50 ft tall tree with wide spreading branches

Shiny, dark green & leathery leaves that turn reddish-purple in fall

White flowers with 5 petals with small, brown fruits emerge in spring



IMPACTS

- Trees can spread quickly forming dense thickets
- Outcompete native plants for resources
- Leaves emerge earlier than native trees, shading out spring wildflowers

JAPANESE HOP

identifying invasive plants



Sprawling, climbing vines

Leaves divided into 5 to 7 lobes

Stem has short, sharp prickles pointing downward

Can be seen with flowers on a cone-like structure with overlapping scales



IMPACTS

- Can spread very quickly with large quantities of seeds
- Grows rapidly, crowding out native plants
- Climbing vines can break & pull down small trees & shrubs

BUSH HONEYSUCKLE

identifying invasive plants



Pair of red berries near the origin of leaves can be seen during the fall

Have thornless, hollow twigs

White, tube-shaped, paired flowers with narrow petals

Narrow, oval leaves with green surface & pale green, fuzzy bottom



IMPACTS

- Form a thick understory, limiting sunlight available to native plants
- Compete with native plants for pollinators, soil moisture & nutrients
- Inhibit seedling establishment & forest regeneration

JAPANESE HONEYSUCKLE

identifying invasive plants



Vine found along the ground or climbing trees & shrubs

Oval-shaped, glossy leaves that remain green in late winter

Large white flowers that turn yellow with age

Small, purplish-black fruits



IMPACTS

- Covers & shades out native ground cover plant species
- Affects bird population by outcompeting native understory plants
- Can alter or destroy the ecosystems it invades

OCTOBER EVENTS



FAVORITE MEMORIES



Internship Highlights

I had many favorite moments, but the most memorable day was our work-day.

I was able to work with amazing people, learn, and interact with some sheep!

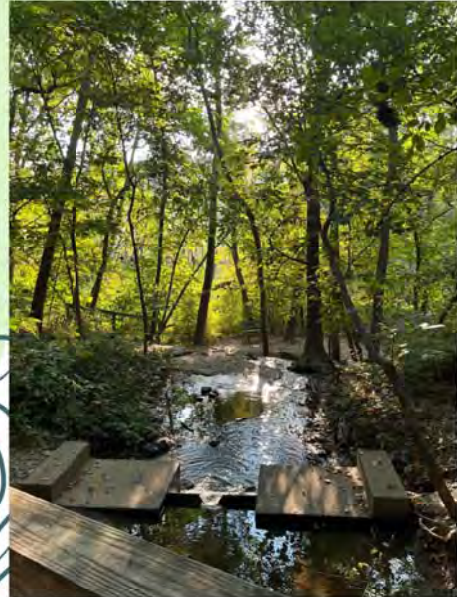


TAKEAWAYS

- Interaction between different career fields
 - Agriculture
 - Environmental
 - Social

EMPLOYABILITY SKILLS

- Problem-solving
 - Cost-effective solutions
- Teamwork
 - Volunteer work
- Taking initiative
- Flexibility



Professional Growth

This internship changes with the seasons. A lot of the work is varied and changes with the weather.

- It requires **innovation** and **proactivity**
- In this field you must be **confident** in yourself.
- Making **connections** is one of the most important steps.



PERSONAL GROWTH



- Openness
 - Communication & interactions
- Flexibility
- Independence



CONTINUING TO GROW

- Time management
- Proactive Communication



Personal Growth & Self-Reflection

Strengths

- Critical Thinking
- Executive Function
- Timeliness

Areas to Grow

- Communication
- Proactivity
- Public Speaking



Challenges + Opportunities:

During the internship I was always ready to learn, but nervous to put myself out there. However, I was able to get hands-on experience in the field and become more confident in what I was doing.



REFLECTION

- Stronger passion & interest in my field
- More aware of what skills are needed & how they will be used
- Continued growth

FUTURE PLANS



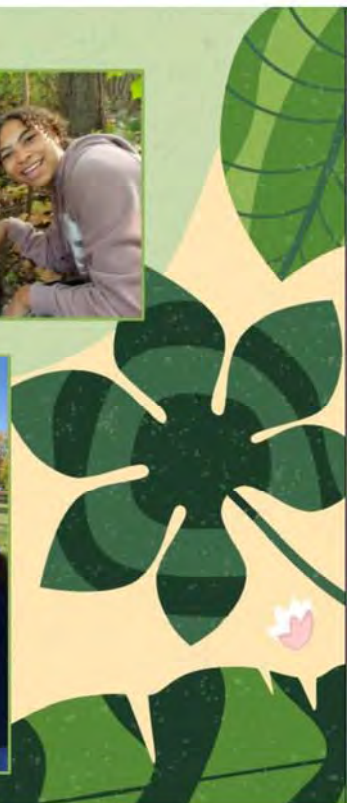
Career Reflection

While this type of work is close to what I would like to do, I want to explore my options! I am curious to find other ways I can help the world. This is also very city and government related, while I prefer something more science related.



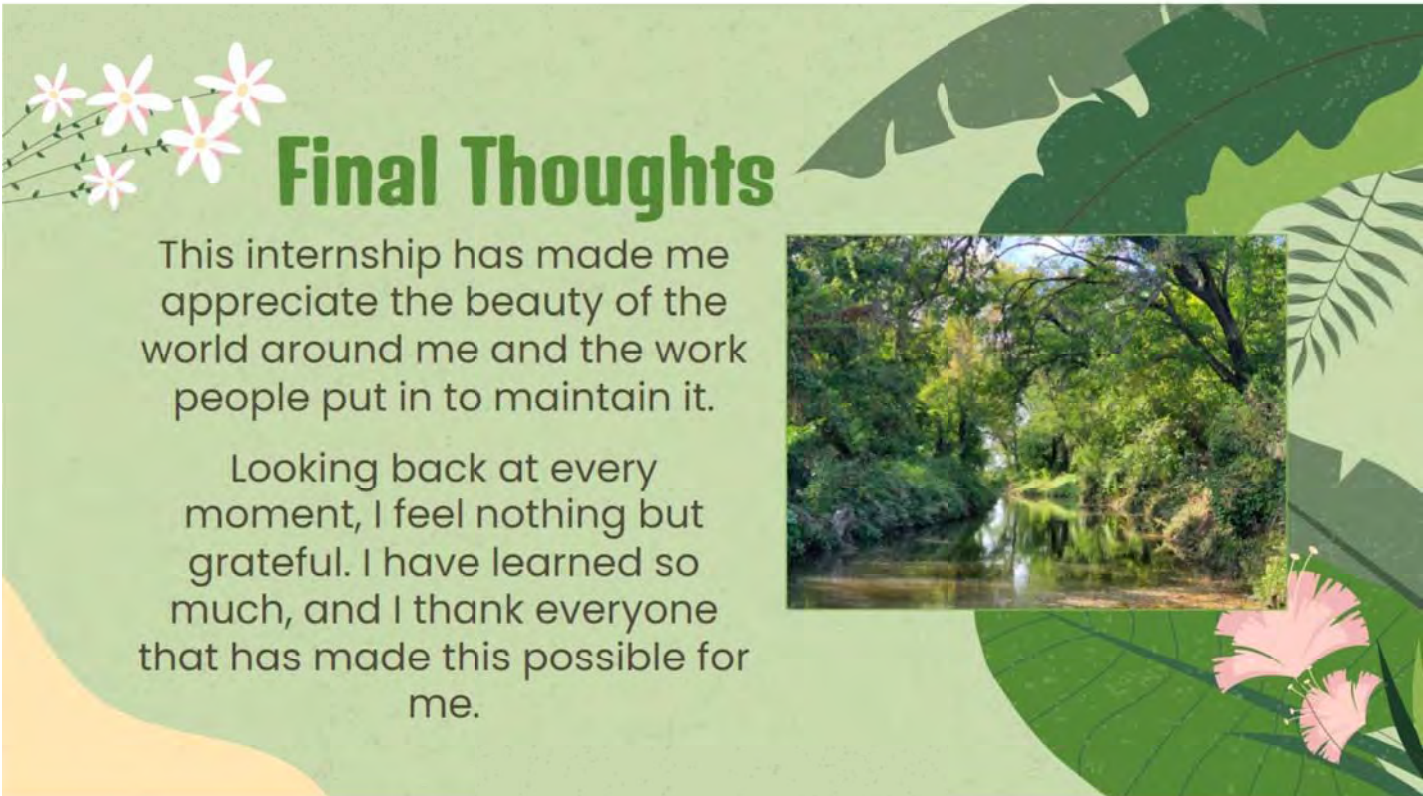
Possible Futures...

- Biology
- Environmental Science
- Plant Science



FINAL THOUGHTS

- Seek opportunities
- Meet new people & try new things
- Explore & connect with local businesses to learn more about what you can do for your community

The background of this section features a light green textured surface. In the top left corner, there are several small white flowers with pink centers and green stems. In the top right corner, there are large, dark green leaves. In the bottom right corner, there are more pink flowers. A small rectangular photograph of a waterfall is positioned on the right side, partially overlapping the green background and the pink flowers.

Final Thoughts

This internship has made me appreciate the beauty of the world around me and the work people put in to maintain it.

Looking back at every moment, I feel nothing but grateful. I have learned so much, and I thank everyone that has made this possible for me.

A small rectangular photograph showing a waterfall cascading over rocks in a lush, green forest. The water is white and frothy as it falls, and the surrounding trees and foliage are vibrant green.



THANK YOU